

# Minutes

## Of the Ordinary Council Meeting

**Location:** Wangaratta Government Centre, Council Chambers

**Date:** 24 March 2020

**Time:** 6pm



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**

Councillors:

Mr David Fuller, Mr Dean Rees, Mr Harry Bussell, Mr Harvey Benton, Mr Ken Clarke OAM, Mr Mark Currie, Ms Ashlee Fitzpatrick.

Officers:

Brendan McGrath, Chief Executive Officer; Alan Clark, Director Infrastructure Services; Jaime Carroll, Director Community Wellbeing; Celest Brockwell, Manager Economic Development, Environment and Strategy.

4. **ABSENT**

Stephen Swart, Director Development Services.

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

**ORDER OF BUSINESS**

6. **CITIZEN CEREMONY**

Nil.

7. **CONFIRMATION OF MINUTES**

**RESOLUTION:**

**(Moved: Councillor K Clarke OAM/Councillor D Fuller)**

***That Council read and confirm the Minutes of the Ordinary Meeting of 25 February 2020 and the Special Meeting of 2 March 2020 as a true and accurate record of the proceedings of the meetings.***

**Carried**

## 8. CONFLICT OF INTEREST DISCLOSURE

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

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

*Councillor Harvey Benton declared a conflict of interest in relation to item 14.2 as one of the applicants is a relative.*

*Jaime Chubb, Director of Community Wellbeing declared a conflict of interest in item 14.3 as her partner is the Chief Executive Officer of Alpine Shire Council and is responsible for the hub as detailed in the report.*

## 9. RECEPTION OF PETITIONS

### 9.1 PETITION - FOOTPATH REQUEST AT KANANA CRESCENT WANGARATTA

**Meeting Type:** Ordinary Council Meeting  
**Date of Meeting:** 24 March 2020  
**Author:** Executive Service Coordinator  
**File No:** IC20/480

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

A petition containing 76 signatures from residents of Wangaratta has been received.

The petition requests the construction of a footpath on Kanana Crescent, Wangaratta.

A copy of the letter has been provided to Councillors under separate cover.

#### **REESOLUTION:**

**(Moved: Councillor D Fuller/Councillor A Fitzpatrick)**

- 1. That the petition regarding the construction of a footpath on Kanana Crescent be received, and***
- 2. That a report into investigations into the request within the petition be considered at the April Ordinary Council meeting.***

**Carried**

#### Conclusion

In accordance with Local Law No.2 of 2016 Governance and Meeting Conduct, a joint letter presented to the Council must lay on the table until the next ordinary meeting of the Council and no motion, other than to receive the joint letter, may be accepted by the Chairperson, unless Council agrees to deal with it earlier.

#### Attachments

- 1 Petition - Confidential

## 10. HEARING OF DEPUTATIONS

Nil.

## PRESENTATION OF REPORTS

## 11. COUNCILLOR REPORTS

Please follow link [24 March 2020 Council Meeting Video](#) and refer to minutes 20:45 to 22:46 for Councillor Reports.

### **RESOLUTION:**

**(Moved: Councillor D Fuller/Councillor K Clarke OAM)**

***Councillor D Fuller moved a motion:***

***That Councillor Fitzpatrick's report be recorded in the minutes.***

**Carried**

### COUNCILLOR REPORT – ASHLEE FITZPATRICK

Councillor Ashlee Fitzpatrick's speech was as follows:

"I would like to share a few things that have been happening in this Month of March.

On the 8th of March we celebrated International Women's day, with their 2020 theme 'each for equal'.

I wanted to take a moment to acknowledge my 6 fellow male colleagues.

As the only female Councillor I am fortunate enough to feel this way, Equal.

Individually, we're all responsible for our own thoughts and actions - all day, every day.

We can all actively decide to challenge stereotypes, fight bias, broaden perceptions, improve situations and celebrate women's achievements.

Collectively, each one of us can help create a gender equal community, nation, and world.

As I believe an equal world is an enabled world.

On the 10th of March our New 2020 Youth Council was inducted and they already trailblazing.



The Youth Council have expressed to us they will be advocating for the environment and mental health in our community, and this is what their projects will be based on.

Again, Congratulations to our young leaders, for stepping up and taking action for our community, advocating for the next generation.

But Mr Mayor, on a more serious note this month we have faced dramatic changes in our community due to COVID 19.

I cannot stress enough the need to be more aware with our social distancing.

I cannot stress enough the need to be more cautious of the pressures this peak virus will put on our health services.

During this time I would like to sincerely thank our health professionals, we acknowledge it's going to be a tough journey ahead.

I would also like to acknowledge the many businesses in our municipality struggling, adapting and working their hearts out to remain afloat under these demanding circumstances.

We acknowledge this is difficult. But, We are strong, and I believe we can get through this together however long this may be.

But, I am urging you, our community, to acknowledge the effect of infection if social distancing is ignored. (pause)

Thank you for listening, for following and for being a caring citizen of our great Rural City”

## **OFFICERS' REPORTS**

### **12. EXECUTIVE SERVICES**

Nil.

### 13. CORPORATE SERVICES

#### 13.1 CUSTOMER EXPERIENCE STRATEGY

**Meeting Type:** Ordinary Council Meeting  
**Date of Meeting:** 24 March 2020  
**Author:** Customer Service Coordinator  
**File No:** IC20/314

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

#### Executive Summary

The Customer Experience Strategy has been developed to provide a strategic approach to the delivery of an improved customer experience for all customers of the Rural City of Wangaratta.

#### RECOMMENDATION:

That Council:

1. Endorses the Draft Customer Experience Strategy for public exhibition.
2. Places the Draft Customer Experience Strategy on public exhibition, up to close of business on Friday 24 April 2020.
3. Considers any submissions and a final Customer Experience Strategy at the Council meeting on Tuesday 26 May 2020.
4. If no submissions requesting changes to the policy are received, adopts the Draft Customer Experience Policy 2020 without further resolution.

#### RESOLUTION:

**Moved: Councillor D Fuller/Councillor A Fitzpatrick)**

***That Council:***

1. ***Endorses the Draft Customer Experience Strategy for public exhibition.***
2. ***Places the Draft Customer Experience Strategy on public exhibition for 45 days, up to close of business Monday 11 May 2020.***
3. ***Considers any submissions and a final Customer Experience Strategy at a following Council Meeting.***

***4. If no submissions requesting changes to the policy are received, adopts the Draft Customer Experience Policy 2020 without further resolution.***

**Carried**

### **Background**

The Customer Experience Strategy ('the Strategy') is vital to developing and maintaining a customer focused culture within Rural City of Wangaratta. It has been defined in collaboration with the community, incorporating feedback received through surveys and workshops.

The attached document highlights to our customers how we will work to improve the overall experience when interacting with us. It defines key objectives and a roadmap of supporting initiatives, including the actions and ongoing evaluation required to ensure Council meets current and emerging customer needs to achieve the highest level of customer experience.

The four Key Objectives outlined in the Strategy as follows:

1. Customer focused culture and leadership
2. Better customer experience
3. Innovative technology solutions
4. Improve customer experience standards and measurements

Actions for delivering on these Key Objectives are detailed in the document under the 'Delivery Roadmap' section.

The Strategy also includes Council's intended approach to seeking ongoing community feedback and evaluation. This includes introducing regular customer satisfaction surveys, a mystery shopper evaluation program, and the formation of a People's Panel, to bring the voice of our customers 'into council' on an ongoing basis.

### **Implications**

#### **Policy Considerations**

This is the first Customer Experience Strategy for Rural City of Wangaratta. Having a Strategy in place will ensure Council is constantly focused on customer needs and is progressive in planning and improving future service delivery.

#### **Financial/Economic Implications**

The 'Budget' section of the attached document sets out the financial resource required by the Delivery Roadmap and at this stage remains subject to the allocation of funds made of via Council's upcoming annual budget setting process for 2020/21 and beyond.

## **Risk Management**

The key risks, identified in the ‘Risks & Dependencies’ section of this Strategy, relate primarily to availability of funding and resource. The impact of these risks materialising is low. Should these risks materialise they would primarily result in revised timings of the implementation of this Strategy.

A well developed and implemented Customer Experience Strategy will create an enhanced customer experience that is consistent, responsive, personalised and offers an improved digital experience for customer. This will lead to improved satisfaction and reputation outcomes for Council.

## **Consultation/Communication**

In developing this Strategy, a Customer Experience survey and series of workshops were undertaken to understand our community’s expectations of the customer experience they would like to see provided by Council. Key objectives of the research included:

- Assessing and establishing the community’s priorities and satisfaction in relation to their interactions with Council;
- Identifying the community’s drivers of satisfaction with the customer experience they receive;
- Identifying current and future expectations of Council service delivery, methods and channels.

The results of this engagement enabled Council to understand levels of satisfaction and expectation within the community. A summary of this consultation is included in the attached Strategy.

The draft Customer Experience Strategy is now proposed to be placed on public exhibition (in accordance with the table below) for a period of 28 days to enable further input from the community that this Strategy is designed to serve.

Level of public participation	Promises to the public/stakeholders	Tools/Techniques
Inform	Community	Publish on Council’s Website Place public notice in local newspaper Make available for community inspection at Council’s offices
Involve		Consider submissions

## **Options for Consideration**

1. That Council endorses the draft Customer Experience Strategy and seeks community feedback by placing the draft on public exhibition for a period of 28 days, with a final version to be returned to the 26 May 2020 council meeting. (Recommended)
2. That Council endorses the draft Customer Experience Strategy and seeks community feedback by placing the draft on public exhibition for a period of 45

- days, with a final version to be returned to the 23 June 2020 council meeting. (Not recommended)
3. That Council not endorse the draft Customer Experience Strategy and seeks further adjustments prior to being returned to Council for endorsement at a future meeting. (Not recommended)

### **Conclusion**

At the Rural City of Wangaratta, we want our customers to be at the heart of everything we do. We want to ensure the experience with us is friendly, easy and convenient. We want to be known as a great council to work with. We recognise we still have work to do.

This Strategy provides a framework for us to achieve this change and outlines our approach and ongoing journey towards ultimately delivering a great customer experience for all of you.

### **Attachments**

- 1 Draft Customer Experience Strategy 

## 13.2 DRAFT PROCUREMENT POLICY

**Meeting Type:** Ordinary Council Meeting  
**Date of Meeting:** 24 March 2020  
**Author:** Director Corporate Services  
**File No:** IC20/491

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 commence the process of seeking public feedback on the review of Council's Draft Procurement Policy (the draft policy).

#### **RESOLUTION:**

**(Moved: Councillor K Clarke OAM/Councillor H Bussell)**

#### ***That Council:***

- 1. Endorses the Draft Procurement Policy 2020 for public exhibition***
- 2. Invites public submissions regarding the Draft Procurement Policy 2020 in accordance with Council's "Major Council Policy Consultation Local Law No.4 of 2015" up to 5pm on Friday 24 April 2020***
- 3. If submissions requesting changes to the policy are received:***
  - a. Establishes a Special Committee of Council to hear submissions on the Draft Procurement Policy 2020, if required, at a time to be determined***
  - b. Reviews and considers adopting the Draft Procurement Policy 2020 at the Ordinary Council Meeting on 26 May 2020, taking into consideration all submissions made.***
- 4. If no submissions requesting changes to the policy are received, adopts the Draft Procurement Policy 2020 without further resolution.***

**Carried**

### **Background**

Council adopted a procurement policy in 2016 in compliance with section 186A(1) of the *Local Government Act 1989* (the Act). Section 186A(7) of the Act requires Council to review its procurement policy at least once in each financial year, having regard to any guidelines made by the Minister with respect to form or content. Any changes arising from that review must be adopted by Council.

The current procurement policy has been formulated with regard to the Victorian Local Government Best Practice Procurement Guidelines 2013 and the Municipal Association of Victoria Model Procurement Policy (Updated) August 2011.

Council officers have reviewed the current procurement policy and have proposed amendments to the policy. The amendments have been incorporated into the draft policy (*refer attachment*).

Following a holistic review of the policy adopted in June 2019, the more minor amendments proposed to be made to the draft policy 2020 revision are:

- Inclusion of the obligations of Council and officers regarding exemptions and breaches to the procurement requirements of the Local Government Act;
- Inclusion of the obligations of Council and officers regarding any non-conformance to council's Procurement Guidelines;
- Inclusion of statement that Council will encourage its vendors to also undertake their procurement activity with local suppliers where feasible.

### **Policy Considerations**

Council must review the procurement policy in this financial year ending 30 June 2020.

The proposed policy is a Major Council Policy and therefore must be subject to the consultation process set out in the Major Council Policy Consultation Local Law No. 4 of 2015.

### **Financial/Economic Implications**

The proposed policy sets out the principles, processes and procedures that will apply to all purchases of goods, services and works made by Council. The proposed policy aims to achieve value for money and continuous improvement in the provision of services for the community.

### **Legal/Statutory**

Section 186A (7) of the Act requires Council to review the Policy at least once in each financial year, having regard to any guidelines made by the Minister.

### **Social**

The draft policy includes council's commitment to the strategic use of local suppliers to encourage economic development where such purchases are justified on value for money grounds, while remaining compliant with the Competition and Consumer Act 2010 and other fair trading legislation requirements.

### **Environmental/Sustainability Impacts**

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

## **2017 – 2021 Council Plan**

This report supports the 2017-2021 Council Plan:

### **Goal**

We are Sustainable

### **What we do every day**

We consistently focus on the achievement of the operational parameters framed in the annual budget.

We will ensure our workforce systems and processes are efficient and effective.

We provide a robust and transparent governance framework.

### **We will plan, research and advocate for the future:**

For the best options to deliver services in conjunction with our surrounding Council partners.

To ensure our risks are managed strategically and effectively.

### **The non-negotiables**

Our team will make the best and most efficient user of Council's resources.

Our legislative, governance and compliance requirements will be met.

### **Strategic Links**

#### **a) Rural City of Wangaratta 2030 Community Vision**

N/A

#### **b) Other strategic links**

N/A

### **Risk Management**

The draft policy aims to achieve high standards of probity, transparency, accountability and risk management.

### **Consultation/Communication**

Level of public participation	Promises to the public/stakeholders	Tools/Techniques
Inform	Community	Website Public notice in local



Level of public participation	Promises to the public/stakeholders	Tools/Techniques
		newspaper Make copy available for public inspection at Council's Customer Service counter
Consult	Audit Advisory Committee	Request advice Request submissions
Involve		Consider submissions

The proposed policy is a Major Council Policy and is subject to the provisions of the Major Council Policy Consultation Local Law No. 4 of 2015 which requires a public exhibition and submission process to be undertaken. This process is planned to commence with Council endorsement at the Ordinary Council Meeting on 24 March 2020 and conclude with adoption of the reviewed procurement policy at the Ordinary Council Meeting on 26 May 2020.

A public notice will be published in the Wangaratta Chronicle on Friday 27 March 2020 explaining the submission process. Submissions will be received up to 5pm on 24 April 2020.

In their written submission, a person may also request to be heard by a Committee of Council in support of their submission, prior to Council considering the proposal. A Special Committee of Council will be established to hear submissions on the proposed policy, if required, at a time to be determined.

The Audit Advisory Committee is required by its charter, to consider procurement practices and provide advice to Council on better practice. The committee will be requested to consider the draft policy and offer any recommendations for Council to consider at its next meeting in March 2020.

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

### **Options for Consideration**



1. Proceed to public exhibition with the attached Draft Procurement Policy.
2. Proceed to public exhibition with a revised Draft Procurement Policy.

### **Conclusion**

The review process ensures compliance with the requirements of Section 186A (7) of the Act which requires a review of the procurement policy in each financial year.

Officers believe the Draft Procurement Policy is now ready to be put out for public exhibition.

### **Attachments**

- 1 Draft Procurement Policy - 2020 Revision 
- 2 Procurement Policy 2020 - Community Impact Statement 

## 14. COMMUNITY WELLBEING

### 14.1 ACTIVE WANGARATTA GRANTS 2019-2020

**Meeting Type:** Ordinary Council Meeting  
**Date of Meeting:** 24 March 2020  
**Author:** Executive Assistant Community Wellbeing  
**File No:** IC20/57

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 recommendations in relation to the 2019/2020 Active Wangaratta - Club Participation Program.

The 2019/2020 Revised Council Budget has an allocation of \$186,205 towards the Community Grants Program. A nominal budget of \$10,000 has been set aside from this allocation to fund the Active Wangaratta Program. The recommendations in this report are to fund three projects at a combined cost of \$5,969. Remaining funds of \$4,031 will go directly back into the pool for the community grants fund.

#### **RESOLUTION:**

**(Moved: Councillor K Clarke OAM/Councillor H Benton)**

***That Council awards the total of \$5,969 to fund the following projects as part of the 2019/2020 Active Wangaratta – Club Participation Program:***

<b>Organisation</b>	<b>Project</b>	<b>Recommended Funding Amount</b>
Wangaratta Little Athletics	Quiet Please – We're Running – a modified starter system	\$1,969
Wangaratta Lawn Tennis Club	Purchase of racquets for free loan to schools and disadvantaged students	\$2,000
Gateway Health	Tribal Association Program – to engage youth at risk of experiencing alcohol and drug issues with adventure activities	\$2,000

**Carried**

#### Background

Each year Council's Community Grants Program provides financial assistance to not-for-profit community groups and organisations for the development of projects that will enhance the social, cultural and environmental experience for residents of the Rural City of Wangaratta. As well as major and minor community

grants, Council offers the Active Wangaratta Club Participation Program, grants designed to facilitate active recreation opportunities for residents under 18 years of age.

The 2019/2020 program received three eligible applications and one ineligible application. The total amount of funds requested in this round totalled \$7,969. The applications were assessed by officers from the Projects and Recreation team under assessment criteria approved by Council. The key outcome targeted from the assessment criteria is the provision of new participation opportunities with greater value placed on initiatives that provide ongoing opportunities and are sustainable into the future.

The assessment identified three projects for funding which are detailed in Table 1.

**Table 1 – Recommended successful applications for 2019/2020 Active Wangaratta – Club Participation Program.**

Organisation	Project	Recommended Funding Amount
Wangaratta Little Athletics	Quiet Please – We're Running – a modified starter system	\$1,969
Wangaratta Lawn Tennis Club	Purchase of racquets for free loan to schools and disadvantaged students	\$2,000
Gateway Health	Tribal Association Program – to engage youth at risk of experiencing alcohol and drug issue with adventure activities	\$2,000
<b>TOTAL</b>		<b>\$5,969</b>

Upon endorsement of the successful 2019/2020 Active Wangaratta – Club Participation Program, successful and unsuccessful applicants will be notified. A listing of the successful applicants will be promoted through Council's website. Projects will be monitored by Council staff to ensure that they are completed in accordance with the funding guidelines and to maximise promotional opportunities for each project.

### **Implications**

#### **Policy Considerations**

The Active Wangaratta – Club Participation Program is informed by Council's Community Grants Program Policy and Procedure (2015).

#### **Financial/Economic Implications**

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

	2019/2020 Approved Budget for this proposal	This Proposal	Variance to Approved Budget	Comments
Revenue/Income				

	<b>2019/2020 Approved Budget for this proposal</b>	<b>This Proposa l</b>	<b>Variance to Approved Budget</b>	<b>Comments</b>
Expense	\$10,000	\$5,969	\$4,031	
Net Result		\$4,031	\$4,031	Variance amount will be utilised for remaining 2019/2020 community grants program

### **Legal/Statutory**

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

### **Social**

The granting of funds to community groups achieves social outcomes that benefit our community.

Other social implications relate to the impact unfunded projects may have on community initiatives and projects. Unsuccessful applicants will be supported by Council to develop their projects and applications to strengthen future funding opportunities. Assessment of applications takes into consideration the social impact of projects for communities.

### **Environmental/Sustainability Impacts**

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

### **2017-2021 Council Plan (2019 Revision)**

This report supports the 2017-2021 Council Plan:

#### **We will create and deliver:**

- A community grants program that supports the future of local community groups and organisations.
- 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:**

- To ensure we are responding to the current and future recreational needs to our community and creating sustainable and quality recreation reserves throughout our municipality.
- By acknowledging our municipality as both rural and urban and developing a new vision together that reflects our future.

**The non-negotiables**

- Our community can access recreation facilities and programs. We can all lead an active and healthy lifestyle.
- Our rural communities are supported and recognised as significant contributors to the economic and social character of the municipality.
- Our community is given opportunities for everyone to participate and contribute to social, economic and cultural life.
- Our team will make the best and most efficient use of Council's resources

**What we do every day:**

- We talk to, inform and engage with the people who live, work and visit our community.

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

- Community groups continue to provide a substantial backbone to our personal and collective wellbeing.
- We are a community with a strong sense of connectedness, being actively engaged and connected with others across the community.
- Sports, whether organised or ad hoc, play a major role in encouraging involvement of young people in their community.
- The prominence and role of sport and active recreation remains as central to the Rural City of Wangaratta way of life.
- Sports development over the past 20 years has focussed on diversification, providing people of all ages with opportunities to take up new sport and recreation activities.

**Rural City of Wangaratta Recreation Strategy**

- RS 7.2.3 Work with key groups to establish and promote unstructured recreation opportunities for specific groups in the community.
- RS 7.4.1 Improve pathways for children and young people into community-based sport and recreation.
- RS 7.4.3 Support and enhance partnerships with local youth providers and groups to ensure that the recreational needs of young people continue to evolve and improve, and to ensure young people are involved in the planning of local recreation opportunities.

**Rural City of Wangaratta Municipal Public Health and Wellbeing Plan 2017 – 2021**

- 2.1.1 Promote and support accessible, affordable and inclusive opportunities for girls and women of all abilities and ages to be part of all elements of community life including sport, cultural, education, employment and leadership roles.
- 2.2.1 Work to remove economic barriers that prohibit or limit participation in sports and cultural activities for our children and young people.
- 5.2.4 Provide support to community groups and organisations that seek opportunities for innovation, collaboration and community participation.

## **Risk Management**

Risks	Likelihood	Consequence	Rating	Mitigation Action
Group/organisation's capacity to implement project with available volunteer capacity.	2	1	3	Continual monitoring throughout project implementation.
Group's ability to contribute committed cash and/or in-kind	2	1	3	Continual monitoring throughout project implementation.

## **Consultation/Communication**

Level of public participation	Promises to the public/stakeholders	Tools/Techniques
Inform	Internal staff,	Email, social media
Consult	Internal staff, unsuccessful applicants	Email, phone, face-to-face
Involve	Applicants	Email, phone, face-to-face
Collaborate	Applicants	Email, phone, face-to-face
Empower	Successful applicants	Letter, email, phone, face-to-face

The Active Wangaratta – Club Participation Program was promoted to sport and recreation organisations through a range of communication methods including:

- Emails;
- Social media;
- Rural City of Wangaratta website; and
- Local newspaper – Rural City Connections.

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

Successful and unsuccessful applicants will be informed of Council's decision.

## **Options for Consideration**

1. That Council endorse the allocation of \$5,969 to fund the projects as recommended as part of the 2019/2020 Active Wangaratta – Club Participation Program; or
2. Council reconsiders all submitted projects and recommences the assessment process.

## **Conclusion**

Projects for funding in the 2019/2020 Active Wangaratta – Club Participation Program have been listed in this report for Council's consideration.

**Attachments**

Nil.

## 14.2 SPORT AND RECREATION ADVISORY COMMITTEE NOMINATIONS

**Meeting Type:** Ordinary Council Meeting  
**Date of Meeting:** 24 March 2020  
**Author:** Executive Assistant Community Wellbeing  
**File No:** IC20/461

*Harvey Benton left the Chamber 6.13pm previously declared a conflict of interest.*

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 seek endorsement for nominations of community members to represent the Sport and Recreation Advisory Committee where representatives are new or re-nominating upon expiry of their term on the committee.

The Sport and Recreation Advisory Committee provides advice to Council on matters pertaining to strategic planning, support and advice, together with the management of sport and recreation opportunities in the Rural City of Wangaratta.

#### **RESOLUTION:**

**(Moved: Councillor H Benton/Councillor K Clarke OAM)**

***That Council appoint the nominations as detailed in the attachment as representatives to the Sport and Recreation Advisory Committee for a term of three years.***

**Representatives appointed to the Sport and Recreation Advisory Committee include Cassy Campbell, Melinda Paul, Noel Boyd, Russell Canning and Nicholas Impink.**

**Carried**

### **Background**

Nominations received for the Sport and Recreation Advisory Committee are assessed against a skills matrix (which forms part of the Charter). The skills matrix is based on existing involvement in sporting groups/organisations; sporting/club networks; local sport and recreation knowledge and interest in sport and recreation activities.



## **Implications**

### **Policy Considerations**

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

### **Financial/Economic Implications**

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

### **Legal/Statutory**

Council's formal appointment to the Sport and Recreation Advisory Committee are made under the *Local Government Act 1989*. The appointment of members to Advisory Committees by formal resolution of council ensures that the powers, functions and duties delegated can be exercised legally.

### **Social**

The responsibilities delegated to the Sport and Recreation Advisory Committee promote the exchange of information between the committee and Council.

### **Environmental/Sustainability Impacts**

The Sport and Recreation Advisory Committee take into consideration environment and sustainability impacts relating to the strategic planning and management of sport and recreation opportunities in the Rural City of Wangaratta.

### **2017-2021 Council Plan (2019 Revision)**

#### **We are sustainable:**

We will focus on our business, by ensuring that we have the processes in place to support our community groups and committees to be viable and sustainable.

#### **We are established:**

We will plan, research and advocate for the future, on behalf of our groups and committees to ensure that they have the resources and knowledge to do the things they need to do.

**Risk Management**

Risks	Likelihood	Consequence	Rating	Mitigation Action
Governance risk associated with the delegation of Council powers to a committee	Possible	Moderate	Medium	The appointment of members by a formal resolution of the Council reduces governance risks by ensuring members appointed to a committee are covered by Council's public liability insurance

**Consultation/Communication**

Level of public participation	Promises to the public/stakeholders	Tools/Techniques
Inform	Keep informed	Emails/Media advertisements
Consult	Listen and acknowledge	Council will consult with the committees prior to making decisions that relate to Sport and Recreation matters.
Involve	Work with the respective committees to obtain feedback	Committees provide an important source of feedback for Council relevant to information pertaining to sport and recreation.
Collaborate	Feedback will be incorporated into decisions as far as possible	Council collaborates with its committees prior to making decisions that relate to Sport and Recreation.
Empower	Implementation in conjunction with the relevant committees	The committee provides advice on the implementation of sport and recreation programs.

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

**Options for Consideration**

1. Council endorse the sport and recreation nominees as recommended and listed in the confidential attachment
2. Council does not endorse the recommended nominees and seeks further nominations from the community.

### **Conclusion**

Council has reviewed the expressions of interest received for appointment to the Sport and Recreation Advisory Committee.

### **Attachments**

- 1 Confidential - Proposed Sport and Recreation Nominations to Council Committees - Confidential

*Harvey Benton returned to the Chamber.*

### 14.3 HIGH COUNTRY LIBRARY SHARED SERVICE AGREEMENT

**Meeting Type:** Ordinary Council Meeting  
**Date of Meeting:** 24 March 2020  
**Author:** Executive Assistant Community Wellbeing  
**File No:** IC20/466

#### **Executive Summary**

This purpose of this report is to approve a renewal of the High Country Library Network Shared Services agreement in which Alpine operates a “hub” to provide shared library services to the four Council members of the network. The original agreement expires in June 2020. Due to cumulative value of the agreement Council is required to seek ministerial exemption. Council approval of the requirement is required before this can occur. (Refer attachment).

#### **RESOLUTION:**

**(Moved: Councillor A Fitzpatrick/Councillor H Bussell)**

#### ***That Council:***

- 1. Approve the High Country Library Network Shared Service Agreement (“the Agreement”) which engages Alpine Shire Council to provide shared library services to four Councils for an initial period of three (3) years (plus options for two further terms of 3 years). The cost impact to the Wangaratta Rural City Council for the first year of the agreement is estimated to be \$350,820. The total cost impact over three years is \$1,073,649***
- 2. Authorise the Chief Executive Officer to sign the agreement on behalf of Wangaratta Rural City Council upon receipt of the ministerial exemption.***

**Carried**

#### **Background**

The original shared services agreement established between the four Councils of Alpine Shire, Mansfield Shire, Benalla Shire and Rural City of Wangaratta was approved by the Minister and commenced in October 2017.

Since that time, Alpine Shire Council has successfully operated a library “hub” to substantively provide the following shared library services to the four Councils:

- Procurement and processing of a shared library collection
- Coordination of freight amongst the member branches
- Financial management and reporting
- Administration of the Library Management System

- Administration of the supply agreement with Public Libraries Victoria on behalf of the Councils.

The four Councils have agreed in principle to continue the shared service arrangement and have drafted an updated agreement. The major tenets of the agreement remain unchanged except for the proposed term for the new agreement is three years plus two options to extend for an additional three years (3+3+3).

Minor modifications to the agreement include the following:

1. Clarification of what constitutes a “member” of the Library Management Group and who can vote
2. A provision for associate members to be incorporated into the network to partake of a subset of the shared library services
3. Clarification of the responsibilities of the “hub” and the expected service level to be provided to members.

### **Implications**

#### **Policy Considerations**

Due to the financial impact of the agreement exceeding the tender threshold, ministerial exemption will be sought by Benalla, Mansfield and Wangaratta Councils. As the provider of the shared service, Alpine Shire Council is exempt from seeking ministerial exemption.

#### **Financial/Economic Implications**

The “hub” submits an annual budget to its members each financial year in line with Alpine Shire Council’s annual budgeting calendar. Based on the expected annual expenditure, Alpine Shire Council invoices each member for a proportionate contribution to cover its total costs at the beginning of each financial year. The contribution that each Council is expected to pay is calculated according to an agreed cost attribution formula which is based on the official population served by each local government area. Any annual surplus is refunded back to its members.

The budgeted amount includes a contribution towards the book collection (capital) and the Hub operations.

In 2019/20, Wangaratta Rural City Council contributed \$350,022 towards the High Country Library Network. In 2020/21 the Wangaratta Rural City Council will be budgeting to contribute \$350,820. The value of the agreement for Wangaratta over a three year period is \$1,073,649.

#### **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.

## **2017-2021 Council Plan (2019 Revision)**

This report supports the 2017-2021 Council Plan:

### **Goal**

#### **We are Inspired**

We provide contemporary library services that meet the needs of people of all ages

#### **We will plan and make decisions for the future:**

For our community to have access to quality and exciting arts and cultural experiences

## **Strategic Links**

### **a) Rural City of Wangaratta 2030 Community Vision**

## **Risk Management**

Risks	Likelihood	Consequence	Rating	Mitigation Action
The agreement is not approved	low	Wangaratta Library will have to operate as a stand-alone library	High	<ul style="list-style-type: none"> <li>Ensure the agreement is favourable to RCoW</li> <li>Ensure communication of agreement inclusions is clear</li> </ul>

## **Consultation/Communication**



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

## **Conclusion**

Due to the successful shared service arrangement that has been in place for three years combined with the shared ambition of the four Councils to renew the

agreement, it is recommended that Wangaratta Rural City Council approve the renewal of the High Country Library Network Shared Services agreement.

### **Attachments**

- 1 HIGH COUNTRY LIBRARY SHARED SERVICE AGREEMENT 2020-2023 FINAL 
- 2 HUB BUDGET FINANCIAL YEAR 2021 

### **Cr Bussell's Speech**

I just like to say how important the libraries are, they do cost a little money but for the people that use it and its money well spent.

### **Councillor Clarke's Speech**

“I just want to say that this has worked very satisfactorily since we broke off from the high country and we're now saving about between 150 and 200 thousand a year” with this new arrangement.

## 15. INFRASTRUCTURE SERVICES

### 15.1 MITCHELL AVENUE CHILDREN'S GARDEN

**Meeting Type:** Ordinary Council Meeting  
**Date of Meeting:** 24 March 2020  
**Author:** Manager Infrastructure Planning and Delivery  
**File No:** IC20/393

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 award contract C24337 Mitchell Avenue Reserve Children's Garden, Wangaratta.

#### **RESOLUTION:**

**(Moved: Councillor D Fuller/Councillor A Fitzpatrick)**

#### ***That Council:***

- 1. Award contract C24337 Mitchell Avenue Children's Garden to Agency of Sculpture, subject to the completion of the 20/21 budget review.***
- 2. Authorises the Chief Executive Officer to sign and seal documents for C24337 Mitchell Avenue Children's Garden, and***
- 3. Disclose the contract price for C24337 Mitchell Avenue Children's Garden.***

**The total contract price for C24337 Mitchell Avenue Children's Garden is \$550,000.**

**Carried**

#### Background

In late 2016 a number of engagement activities were undertaken to determine the future needs for Mitchell Avenue Reserve. This was a commitment the Rural City of Wangaratta made after the closure of the Yarrunga Family Swim Centre. The Master Plan was completed in early 2018. Following endorsement of the Mitchell Avenue Reserve Master Plan, the community identified a children's garden as one of the highest priorities.

Expressions of Interest (EOI) were sought for the design and construct of a children's garden and were invited through advertisements on eProcure and The Chronicle newspaper. The EOI closed on 27 November 2019 and two (2) submissions were received.



The EOI submissions were evaluated with Agency of Sculpture short-listed and invited to tender for the design and construct of the children's garden through eProcure. This tender was a closed tender process.

The tender closed on 19 February 2020 and one (1) submission was received as follows:

- Agency of Sculpture

The Tender was evaluated against the following criteria:

Cost	40%
Capacity	30%
Capability	30%

The tender evaluation team included two Project Manager's and Council's Delivery and Contracts Coordinator.

### **Implications**

#### **Policy Considerations**

Specific Council policies or strategies that relate to this report include:

- Council Procurement Policy
- Asset Management Policy
- Mitchell Avenue Reserve Master Plan
- Access & Inclusion Plan
- Economic Development and Tourism Strategy
- Municipal Public Health and Wellbeing Plan

#### **Financial/Economic Implications**

Council successfully received \$199,660 (GST exclusive) in funding via the Department of Health and Human Services, Sport and Recreation Victoria's Community Sports Infrastructure Fund.

Council will contributed \$426,340 (GST exclusive) of the \$626,000 project, which will be delivered over the next two financial years as follows:

19/20 Capital Works Project Budget:

- Ledger 01955
- Total budget \$350,000 (GST exclusive)
- Including grant contribution of \$80,000 (GST exclusive)
- RCOW contribution of \$270,000 (GST exclusive)

20/21 (Proposed) Capital Works Project Budget:

- Ledger 01955
- Total budget \$276,000 (GST exclusive)
- Including remainder of grant contribution of \$119,660 (GST exclusive)
- RCOW contribution of \$156,340 (GST exclusive)

## Legal/Statutory

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

## Social

The development of the Mitchell Avenue Reserve Children’s Garden is a positive contribution to the neighbourhood and surrounds. The objective is to create a sensory garden which can be enjoyed by young people in Wangaratta.

## Environmental/Sustainability Impacts

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

2013 – 2017 Council Plan (2016 Revision)

This report supports the 2013-2017 Council Plan:

## Goal

We are Healthy

As a community we have access to the services and facilities we need to keep us healthy. We can move around and be active, get medical attention and join in social, cultural and recreational activities with our friends and family.

## Strategic Links

### a) Rural City of Wangaratta 2030 Community Vision

Wangaratta is a thriving regional centre, renowned for its high-standard housing, employment, retail businesses, industry, sports and recreation, culture and tourism.

## Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Timeframe and achieving the proposed timelines	Minor (2)	Moderate (3)	5	Project Manager to monitor
Unsatisfactory quality of works	Minor (2)	Moderate (3)	4	Project Manager to monitor
Contractor Injury	Minor (2)	Major (4)	4	Project Manager to monitor contractors OH&S performance
Community concerns	Minor (2)	Moderate (3)	5	Project Manager to monitor

### **Consultation/Communication**

Level of public participation	Promises to the public/stakeholders	Tools/Techniques
Inform	Ongoing communication with the wider community and residents throughout the life of the project	Website, Newsletter, letters, meetings, phone calls & Chronicle, visualisation boards.
Consult	Community consultation into the Mitchell Avenue Reserve Master Plan to determine the future needs for Mitchell Avenue Reserve.	Several engagement activities were undertaken in 2016 and 2017 including meetings, drop in sessions, surveys etc

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

### **Options for Consideration**

1. Not award contract and retender works. Request another extension of time from the grant provider.
2. Not award contract and reduce scope of works. Request an extension of time and adjustment to scope from grant provider. Final result would be a reduced scope and cost to the project.
3. Not award contract and discontinue project entirely. Return funding to grant body.

### **Conclusion**

Recommend that contract C24337 Mitchell Avenue Reserve Children's Garden is awarded to Agency of Sculpture.

### **Attachments**

- 1 C24337 - Mitchell Avenue Reserve Children's Garden - Revised Evaluation Report - Confidential

## 15.2 DRAFT WASTE SERVICES POLICY 2020

**Meeting Type:** Ordinary Council Meeting  
**Date of Meeting:** 24 March 2020  
**Author:** Waste Management Coordinator  
**File No:** IC20/463

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 Council's Draft Waste Services Policy 2020, previously named 'Waste Charge Policy'. Only minor changes have been made to the policy including:

- The inclusion of the Wangaratta Organics Processing Facility (under waste collection sites) and a description of the facility, and its intended use.
- The inclusion of one free organic bin to community halls and pavilions. Currently Council offers 2 free garbage and 2 free recycling bins at these halls.
- The inclusion of childcare centres under the schools and churches section.
- The community events section was aligned with Council's new events policy wording around event sizes.
- Additional wording was added to clarify, where a collection service was not provided but bin charges were charged, residents can seek reimbursement.
- Additional information for multi-level units and large unit buildings operating under Owners Corporations. Added a minimum number of 8 units to be applicable, this is based on space for storage and collection becoming an issue for sites.
- Residents contaminating any of their bins within a 12 month period, on 4 occasions will result in their bin being removed and the charge to remain against the property.

Overall, these changes will have no significant impact on the way Council delivers its waste services.

#### **RESOLUTION:**

**(Moved: Councillor K Clarke OAM/Councillor H Benton)**

#### ***That Council:***

1. ***places the Draft Waste Services Policy 2020 on public exhibition seeking feedback from the public, until close of business 24 April 2020;***

- 2. establishes a Special Committee of Council to hear submissions on the Draft Waste Charge Policy 2020, if required, at a time to be determined;**
- 3. reports back to Council at the Ordinary Council meeting on 26 May 2020, taking into consideration all of the submissions received; and**
- 4. If no submissions requesting changes to the policy are received, adopts the Draft Waste Services Policy 2020 without further resolution.**

**Carried**

### **Background**

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

The Waste Services Policy 2020 will assist in delivering the outcomes specified in Council's Waste Management Strategy.

Waste collection and associated charges are levied, as approved by Council each year whether or not the service is used. The charges are itemised on the property's annual rates notice.

### **Implications**

#### **Policy Considerations**

The Waste Management Strategy 2018-2023 is the framework behind what Council intends to deliver over the 5 year period. The Draft Waste Services Policy 2020 sets out how these actions will be implemented.

#### **Financial/Economic Implications**

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

#### **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.

## **2017 – 2021 Council Plan (2019 Revision)**

This report supports the 2017-2021 Council Plan:

### **Goal**

We are Sustainable

### **We will research and advocate:**

For the best options to deliver services in conjunction with our surrounding Council partners.

### **We will create and deliver:**

The outcomes identified in the Rural City of Wangaratta Waste Management Strategy.

## **Strategic Links**

### **a) Rural City of Wangaratta 2030 Community Vision**

The Rural City of Wangaratta is a zero-waste community, with no waste disposed of to landfill within the municipality.

### **b) Other strategic links**

N/A

## **Conclusion**

Based on the content of this report it is recommended that the Waste Services Policy be placed on public consultation.

## **Attachments**

- 1 Draft Waste Services Policy 2020 

## 16. DEVELOPMENT SERVICES

### 16.1 WANGARATTA PLANNING SCHEME - CORRECTIONS AMENDMENTS

**Meeting Type:** Ordinary Council Meeting  
**Date of Meeting:** 24 March 2020  
**Author:** Strategy Planner  
**File No:** IC19/677

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 request consideration to proceed with the preparation of two (2) separate planning scheme amendments (PSA) to:

- Proposed PSA C55: Correct a series of mapping errors and anomalies across the municipality. This amendment request will be made pursuant to section 20A of the *Planning and Environment Act, 1987* and will not include the regular notification process. See **Attachment 1** for a complete list of proposed changes to be included in the amendment.
- Proposed PSA C83: Make a series of minor policy and mapping adjustments to the planning scheme to streamline permit application processes. This amendment will include the regular notification process. See **Attachment 2** for a complete list of proposed changes included in this amendment.

Completing the two planning scheme amendments demonstrates Council's commitment to continually and accurately updating the Wangaratta Planning Scheme, in line with best practice principles.

#### **RESOLUTION:**

**(Moved: Councillor H Benton/Councillor H Bussell)**

#### ***That Council:***

- 1. Proceeds with the preparation of two (2) separate planning scheme amendments to correct errors and anomalies and make minor changes to the Wangaratta Planning Scheme as detailed in this report and its attachments.***
- 2. Requests the Minister for Planning to prepare and approve proposed Amendment C55 to the Wangaratta Planning Scheme to make obvious and technical corrections pursuant to Section 20A of the Planning and Environment Act 1987, generally in accordance with Attachment 1.***

- 3. Resolves to prepare Amendment C83 to the Wangaratta Planning Scheme to make a series of updates and technical corrections, generally in accordance with Attachment 2**
- 4. Requests the Minister for Planning to authorise the preparation and exhibition of Amendment C83, pursuant to Section 8A of the Planning and Environment Act 1987.**
- 5. Places proposed Amendment C83 on exhibition, in accordance with Section 19 of the Planning and Environment Act 1987, subject to authorisation of the amendment.**
- 6. Delegates to the Director Development Services, authority to make minor changes to documents as required by the Department of Environment, Land Water and Planning or identified by Council Officers in the preparation of the planning scheme amendment material.**

**Carried**

### **Background**

The Wangaratta Planning Scheme is a 'living document' that requires ongoing maintenance to ensure that policy reflects the changing issues faced in the land use and development industries.

In the recent past Council has completed two planning scheme amendments which address anomalies and corrections, these were amendments C49 and C54 (which were approved in 2014) as part of regular maintenance processes.

Since that time, mapping corrections and other anomalies have been identified during routine use of the Wangaratta Planning Scheme and through the Planning Scheme Review, 2016.

It is proposed to undertake two amendments to address mapping anomalies, corrections, and minor changes.

### **Proposed PSA C55**

Proposed Amendment C55 will address anomalies that are:

- policy neutral,
- a minor technical change,
- redundant polies, and
- mistakes or corrections for example, changes that address boundary alignment matters.

This amendment request will be made to the Minister for Planning in accordance with Section 20A of the *Planning and Environment Act 1987* which will not include public notification. This means there will be no opportunity to make a submission to the amendment and no Panel process associated with this amendment.



Examples of the types of changes this amendment will address include:

- Single parcels of land in 2 zones – amend the scheme so this land is now in one zone (minor correction).
- Removal of the Public Acquisition Overlay where it is no longer required, for example along the rear of the properties located in the Commercial 1 Zone, along Faithful Street (redundant provision, as the boardwalk in the Riverside Precinct is complete)
- Boundary re-alignments to the Heritage Overlay (minor corrections to boundaries).

A full list of changes proposed PSA C55 is included in **Attachment 1** to this report.

### Proposed PSA C83

Proposed Amendment C83 will be addressing matters that require public notification as the change may affect the way a decision is made. Matters raised in this amendment will be minor changes, potentially impacting an individuals, authorities or community groups. Examples of such matters will include surplus publicly owned land. A draft list of items proposed to be included in the amendment is contained in **Attachment 2**. This list will be updated as necessary to include any additional matters prior to the amendment commencing.

### Implications

#### **Policy Considerations**

Proceeding with these two amendments will ensure the Wangaratta Planning Scheme continues to operate efficiently and reduce burden of 'red-tape' in decision making.

#### **Financial/Economic Implications**

##### *Financial*

To process an amendment, in-kind resourcing required. Further, Council is responsible for paying administrative fees of \$481.30 for the Minister for Planning to consider a request to approve an amendment and giving notice of the approval of an amendment.

There would be further costs to Council if in the instance of proposed Amendment C83, if a Panel process is required to consider any outstanding submissions.

##### *Economic*

Completing this amendment will reduce financial burden on landowners impacted by zoning anomalies (for example having one property in two zones) and provide certainty about the intended use of land.

## **Legal/Statutory**

In accordance with the *Planning and Environment Act 1987* Section 12 (3) [b] and Clause 21.13 of the Wangaratta Planning Scheme, it is Councils role to ensure the Wangaratta Planning Scheme is reviewed for *effectiveness and streamlines its administration* and ‘*do all things necessary to encourage and promote the orderly and proper use, development and protection of land...*’

## **Social**

These amendments will provide clarify for the community around specific intended use of land, which includes publicly owned land designated for recreational purpose.

## **Environmental/Sustainability Impacts**

This amendment will assist with accurately identifying public land with conservation value (which is currently incorrectly identified for other purposes).

## **2017 – 2021 Council Plan (2019 Revision)**

This report supports the 2017-2021 Council Plan:

### **Goal**

We are Growing

### **We will plan, research and advocate for the future:**

To facilitate considered planning and development in line with long term strategic objectives for the sustainability of our community and environment.

### **We will focus on our business:**

Ensuring we are responsive, clear and active in the development of our municipality.

### **The non-negotiables**

The expansion of our new and sustainable neighbourhoods happens with integrity and strategic direction.

## **Strategic Links**

### **a) Rural City of Wangaratta 2030 Community Vision**

The proposed amendment supports the Wangaratta 2030 Community Vision by

- *Identify opportunities to improve community safety and accessibility through future planning controls.*

- *Review and update land-use zoning to strengthen protection of agricultural land for agricultural activities; set aside suitable areas for future industry growth; provide for future residential growth in both Wangaratta and around rural townships*

### **Consultation/Communication**

Level of public participation	Promises to the public/stakeholders	Tools/Techniques
Inform	We will keep you informed	To provide the public with balanced and objective information to assist them in understanding the problems, alternatives and or solutions.
Consult		
Involve		
Collaborate		
Empower		

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

### **Options for Consideration**

#### **Option 1: Recommended**

Complete two (2) planning scheme amendments to address anomalies, mapping errors and minor changes to the Wangaratta Planning Scheme.

#### **Option 2: Not Recommended**

Complete a single amendment addressing all anomalies, mapping errors and minor corrections to the Wangaratta Planning Scheme. The consequence is that all proposed changes would be exhibited and matters of an administrative nature could be held up because the amendment deals with additional matters generating submissions which could be the subject of a Panel process.


#### **Option 3: Not Recommended**


Do not commence any amendments. This would result in the matters identified through this process would remain as anomalies. The result will create an environment of less certainty in decision making and a potential increase in the number of permits required to be issued.

### **Conclusion**

Completing the amendments will address a range of outstanding mapping errors and anomalies. This will assist in providing clearer planning outcomes that reflects industry best practices.

### **Attachments**

- 1 Attachment 1: Anomalies List - Prescribed Amendment - (Request the Minister for Planning to Complete) 

- 2 Attachment 2: “Minor changes – Non-Prescribed Amendment – (Full Exhibition, Council to Complete)” 

Please follow link [24 March 2020 Council Meeting Video](#) and refer to minutes 37:27 to 41:27 for public questions and responses.

## 16.2 WANGARATTA DRAFT LOW DENSITY & RURAL RESIDENTIAL STRATEGY

**Meeting Type:** Ordinary Council Meeting  
**Date of Meeting:** 24 March 2020  
**Author:** Strategy Planner  
**File No:** IC20/429

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

### **Executive Summary**

This report is presented to Council to:

- Provide background to the preparation of the draft Low Density and Rural Residential Strategy (the Strategy).
- Provide an outline of the key findings and recommendations of the draft Strategy.
- Provide a summary of the next steps in the process to finalise the Strategy.
- Seek Council's endorsement of the draft Strategy for the purpose of public consultation.

The draft Strategy has been prepared for the Rural City of Wangaratta by Urban Enterprise. The draft Strategy and appendices are attached to this report (see **Attachment 1 and 2**) and include:

- A housing demand and supply analysis, which estimates the supply of land required to meet dwelling demand in the Rural Living Zone (RLZ) and the Low Density Residential zone (LDRZ) over the next 15 years;
- Investigation of relevant constraints for land which is or could be used for rural living and low-density residential purposes;
- An analysis of existing RLZ and LDRZ for long term sustainability;
- Recommendations for areas of land to be zoned for Rural Living and Low Density Residential purposes;
- Recommendations for planning scheme policy for the RLZ and the LDRZ.

#### RECOMMENDATION:

*That Council:*

1. *endorses the draft Low Density and Rural Residential Strategy for community consultation; and*
2. *invites public submissions regarding the draft Low Density and Rural Residential Strategy for a period of approximately 1 month, commencing Friday 27 March 2020 up to 5.00 pm on Friday 1 May 2020.*

***Councillor M Currie moved an amendment:***

***That Council:***

***endorses the draft Low Density and Rural Residential Strategy for community consultation; and***

***invites public submissions regarding the draft Low Density and Rural Residential Strategy for a period of approximately 60 days, commencing Friday 27 March 2020 up to 5.00 pm on Friday 22 May 2020..***

***the motion was seconded by Cr Ashlee Fitzpatrick and carried.***

### **Background**

Council is preparing the Strategy in response to an identified need within Clause 21.02-1 and 21.02-2 (Settlement) of the Wangaratta Planning Scheme, which under 'further strategic work' lists:

*'Review the application of the Low Density Residential Zone around Wangaratta Regional City' (And)*

*'Investigate the identified 'future investigation areas', for rezoning to Low Density Residential or Rural Living Zone having regards to and pending resolution of environmental issues, including flooding, bushfire, localised drainage issues, airport environs, access issues, freeway interface and presence of key underground infrastructure including High Pressure Gas Transmission Pipelines etc.'*

The above recommendations have been a driver for the development of this Strategy, which has been expanded to include a review of the Low Density Residential and Rural Living Zones across the entire Municipality, with a primary focus around the existing settlements and previously listed investigation zones.

In February 2019, Council appointed Urban Enterprise to undertake the preparation of the Strategy, following a public request for quote process. A draft Strategy has now been completed and is ready for community consultation.

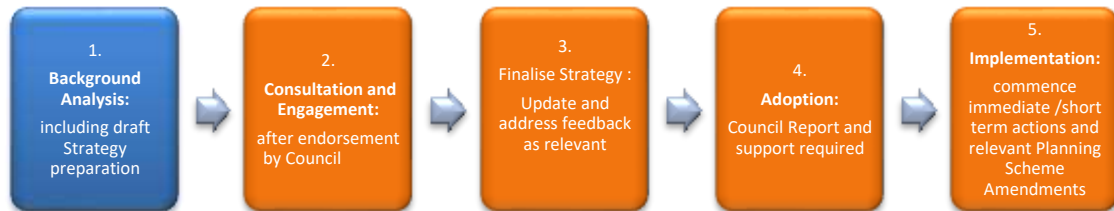
### **The purpose of the Strategy**

The purpose of the Strategy is to identify the future need for low density and rural living zoned land and to respond with a strategy to ensure this need can be met in order to provide current and future residents with a diverse range of housing options.

The planning horizon adopted for the Strategy is 30 years. This has regard to the requirements of state policy to plan for land supply to accommodate at least 15 years of demand and the need to ensure that a strategic and long-term approach to planning for housing in the study zones is applied.

## **Process of the Strategy Development**

The chart below outlines the basic steps in the process of developing the Strategy, including development, stakeholder engagement, formalisation, adoption and finally implementation.



The blue box indicates the steps that have been undertaken to date and the orange boxes indicate the steps still required to finalise the structure plan.

This report is before Council recommending endorsement of the draft Strategy for the purpose of progressing to Step 2, which involves consultation with the broader community.

To date consultation with external stakeholders has included selected referral agencies, service providers and local real estate agents. Community drop-in sessions were also held to inform the development of the draft Strategy.

### **Key Influences on the direction of the draft Strategy:**

Planning in response to known environmental risks and hazards has always been a key factor in the development of strategies and decision making within the Rural City. Evidence of this can be seen through the direction of growth that the city has taken to avoid major flood corridors and high bushfire risk areas.

A State-wide planning scheme amendment (VC148) approved by the Minister for Planning in August 2018, raised the 'bar' or criteria for settlement planning by changing the policy settings in particular around bushfire. Clause 13.02 and 71.02-3 were amended, to elevate bushfire considerations above any other consideration in the scheme. Relevant policy extracts include (underline emphasis):

#### *Clause 71.02-3*

- *'Planning and responsible authorities should endeavour to integrate the range of planning policies relevant to the issues to be determined and balance conflicting objectives in favour of net community benefit and sustainable development for the benefit of present and future generations. However, in bushfire affected areas, planning and responsible authorities must prioritise the protection of human life over all other policy considerations'*

### Clause 13.02-1S

- *Directing population growth and development to low risk locations and ensuring the availability of, and safe access to, areas where human life can be better protected from the effects of bushfire*

Settlement planning: *Plan to strengthen the resilience of settlements and communities and prioritise protection of human life by:*

- *Achieving no net increase in risk to existing and future residents, property and community infrastructure, through the implementation of bushfire protection measures and where possible reducing bushfire risk overall.*
- *Assessing and addressing the bushfire hazard posed to the settlement and the likely bushfire behaviour it will produce at a landscape, settlement, local, neighbourhood and site scale, including the potential for neighbourhood-scale destruction.*
- *Assessing alternative low risk locations for settlement growth on a regional, municipal, settlement, local and neighbourhood basis.*
- *Not approving any strategic planning document, local planning policy, or planning scheme amendment that will result in the introduction or intensification of development in an area that has, or will on completion have, more than a BAL-12.5 rating under AS 3959-2009 Construction of Buildings in Bushfire-prone Areas (Standards Australia, 2009).*

As directed by state policy, bushfire planning was given the highest consideration and formed the starting point from which key investigations and directions were formulated. A 'Strategic Bushfire Assessment' prepared by Nexus Planning forms a key part of the background to this strategy and can be found at the appendices to this report (see **Attachment 2**).

### **Summary of Key Recommendations within the Structure Plan:**

The following is a summary of the key general recommendations of the Strategy include:

#### **Short Term: (0-3 years)**

##### Planning Scheme Implementation:

- *Prepare a Planning Scheme Amendment to include the Strategy as a Reference Document and incorporate the key spatial directions for growth in the LDRZ and RLZ in local policy on settlement.*

##### Township Development Plans:

- *Update Township Plans as relevant to reflect the findings of the Strategy, particularly in respect of investigation areas no longer considered suitable for residential use and development.*

##### Increased Supply - LDRZ



- *Engage with owners of the remaining broad hectare LDRZ sites in Wangaratta, seek to understand development intentions and any constraints, and, where possible and practical seek to facilitate development, including through liaison with infrastructure agencies and referral authorities.*
- *Prepare a Precinct Plan for the Wangaratta 1c investigation area to confirm the extent of developable area and the optimum mix of LDRZ and RLZ land within the precinct.*

### Rezoning of land

#### *Wangaratta*

- *Commence a rezoning process for land in the Wangaratta 1c investigation area to the LDRZ and RLZ, including suitable planning controls to address the Airport Environs Overlay, freeway interface, drainage issues and local access requirements.*
- *Prepare a Planning Scheme Amendment to rezone land in the Wangaratta 1c north west investigation area to the LDRZ, including suitable planning controls to address Mackay Casings buffer.*

#### *Milawa*

- *Prepare a Planning Scheme Amendment to rezone land to the north of Milawa to the LDRZ including suitable planning controls to address relevant planning and infrastructure considerations.*

#### *Oxley*

- *Prepare a Planning Scheme Amendment to rezone land in the Oxley North investigation area to the LDRZ*
- *Prepare a Planning Scheme Amendment to rezone land in the Oxley west (triangle) investigation area to reflect existing land uses. Ensure controls do not facilitate further development.*

#### *Moyhu*

*Facilitate new LDRZ as part of the Moyhu Township Plan process through:*

- *A reduction in the minimum lot size of the existing LDRZ area to 0.2ha*
- *and an expansion to the LDRZ area.*
- *Consolidation of the town layout / structure;*
- *Delivery of a Place of Last Resort in the township; and*
- *Any other bushfire risk mitigation requirements identified in the Township Plan Process.*

#### **Miscellaneous:**

- *Seek to facilitate a greater supply of new RLZ lots of all sizes by preparing a guide to subdivision in the Rural Living Zone. Publish for access and use by landowners to encourage maximum utilisation of existing zoned land.*
- *Establish a land demand and supply monitoring program for the study zones so that consistent annual or bi-annual reporting can be prepared on subdivision rates, dwelling approvals and remaining land supply.*

**Medium Term: (3-10 years)**

- *Establish Springhurst Recreation Reserve as a suitable bushfire safe shelter and plan for new large lot LDRZ or RLZ based on the take up of other areas rezoned as part of short-term actions*
- *Commence an initial review of this strategy within 5 years of its adoption by Council to update analysis and consider the direction and timing of medium-term actions.*

**Long Term: (10+ years)**

- *Identify a longer term LDRZ growth area for Milawa to the east of the town.*
- *Monitor land take up and progress to a rezoning once demand requires.*

**Implications****Policy Considerations**

The development of the strategy has been designed to accord with the requirements of the *Planning and Environment Act 1987*, the Wangaratta Planning Scheme and other relevant planning practice notes and directions.

**Financial Implications**

The project is funded as a project under the current 2019/20 budget.

**Environmental/Sustainability Impacts**

The Strategy identifies relevant environmental constraints like bushfire and flooding and seeks to adopt first principles to avoid these hazards in order to create more resilient communities.

**2017 – 2021 Council Plan (2019 Revision)**

This report supports the 2013-2017 Council Plan:

**Goal**

We are Growing

**We will plan and make decisions for the future:**

by identifying future development areas and giving consideration to potential planning scheme amendments

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

The draft Strategy is consistent with the Community vision in that it:

*‘Undertakes a detailed review and updates of land zonings around rural townships to accommodate planned growth.’*

### **Risk Management**

By not undertaking the review and strategy for the future direction of LDRZ/RLZ land Council risks not having suitable supply or direction for growth in these areas.

### **Consultation/Communication**

The draft Strategy is now ready for public consultation.

### **Options for Consideration**

#### **Option 1: Recommended**

Consider the draft Strategy and endorse the draft Strategy for community consultation for a period of approximately one month. This will allow the community of Wangaratta and other stakeholders to consider the draft and provide feedback for Council’s consideration.

#### **Option 2: Not Recommended**

Do not endorse the draft Strategy for consultation. This will continue the present policy vacuum that exists within the Wangaratta Planning Scheme with regards to the future direction of LDRZ/RLZ land.

### **Conclusion**

The draft Strategy has been prepared by Urban Enterprise and is now considered to be ready for community consultation. Council should endorse the draft Strategy, for the purpose of public consultation and to allow the draft to be publicly exhibited for a minimum period of approximately one month.

### **Attachments**

- 1 Draft Low Density and Rural Residential Strategy 

Please follow link [24 March 2020 Council Meeting Video](#) and refer to minutes 44:17 to 46:13 for public questions and answers.

**17. SPECIAL COMMITTEE REPORTS**

Nil

**18. ADVISORY COMMITTEE REPORTS**

Nil.

## 19. RECORDS OF ASSEMBLIES OF COUNCILLORS & MINUTES OF ADVISORY COMMITTEE MEETINGS

### 19.1 RECORD OF ASSEMBLY OF COUNCILLORS & ADVISORY COMMITTEE REPORTS

**Meeting Type:** Ordinary Council Meeting  
**Date of Meeting:** 24 March 2020  
**Author:** Executive Service Coordinator  
**File Name:** Assemblies of Councillors  
**File No:** IC20/46

#### Executive Summary

##### Assembly of Councillors:

An “Assembly of Councillors” 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 Councillor is present; or
- a planned or scheduled meeting that includes at least half the Councillors and at least one Council officer.

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

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

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

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

<b>Date</b>	<b>Meeting details</b>	<b>Refer</b>
4/2/2020	Economic Development & Tourism Advisory Committee Meeting	Attachment
10/2/2020	Councillor Briefing Forum	Attachment
12/2/2020	Place Naming Committee Meeting	Attachment
17/2/2020	Councillor Briefing Forum	Attachment
24/2/2020	Councillor Briefing Forum	Attachment
25/2/2020	Pre-Council Meeting Discussion – February Council Meeting	Attachment
2/3/2020	Councillor Briefing Forum	Attachment

**Advisory Committee Meetings:**

Minutes of the following Advisory Committee Meetings are reported to Councillors for information (refer attachments).

1. Economic Development & Tourism Advisory Committee Meeting – Minutes – 4 February 2020
2. Place Naming Committee Meeting – Minutes – 12 February 2020

**RESOLUTION:**

**(Moved: Councillor A Fitzpatrick/Councillor D Fuller)**

***That Council:***

1. *receives the reports of Assemblies of Councillors*
2. *notes the minutes of these Advisory Committees*

**Carried**

**Attachments**

- 1 Assembly of Councilors - Wangaratta Economic Development & Tourism Advisory Committee - 4 February 2020 
- 2 Assembly of Councillors - Councillors Briefing Forum - 10 February 2020 
- 3 Assembly of Councillors - Place Naming Committee meeting - 12 February 2020 
- 4 Assembly of Councillors - Councillors Briefing Forum - 17 February 2020 
- 5 Assembly of Councillors - Councillors Briefing Forum - 24 February 2020 
- 6 Assembly of Councillors - Pre Council Meeting Discussion - 25 February 2020 
- 7 Assembly of Councillors - Councillors Briefing Forum - 2 March 2020 
- 8 Wangaratta Economic Development Tourism Advisory Committee - Minutes - 4 February 2020 
- 9 PLACE NAMING COMMITTEE MEETING - Minutes - 12 February 2020 

## 20. NOTICES OF MOTION

### RESOLUTION:

**(Moved: Councillor H Bussell/Councillor H Benton)**

***That Council Officers work with representatives from DELWP, CFA and the Municipal Fire Management Planning Committee and any other relevant agency to determine a plan or implement the Municipal Fire Management Plan's recommendations to create safe public egress during emergencies such as fires along the Carboor-Everton Road. This plan should consider appropriate turn around points for large vehicles, and treatment of trees and other vegetation on the roadsides. This plan should be presented to Council prior to the 2020/21 Fire Season. .***

**Carried**

Please follow link [24 March 2020 Council Meeting Video](#) and refer to minutes 51.41 to 58.32 for Councillor Speeches.

#### Councillor Bussell's Speech

To provide some background to this, the Carboor -Everton Road is the main access road in and out of the Carboor valley. It has been identified that safety improvement works including large vehicle turn around points and tree treatment would improve safe access during emergencies.

It is acknowledged that a balance between conservation and safety is required. It is also understood that several agencies have some responsibility for legislation covering emergencies and native vegetation removal. It is vitally important this work is carried out, and that agencies agree on a sensible plan in time for preparations for the 2020/21 fire season.

My Mayor about every two weeks there is a tree on the road and one fell today which just missed one of our bridges fortunately, not a lot of damage. Given the fact that fire was in Carboor and was heading North which was run right through the Valley and we now ask to evacuate and at the time the visibility was anywhere from 50 meters to 100 meters. You would have even struggled to see a tree on the road and this has been a problem for some number of years and the community has never been able to get enough traction to their satisfaction and so given this roads been around for 120 years, with trees living for several hundred years. I've never seen a plan sufficient to manage our lovely trees we have on the roadsides and I think now is probably a good time to start to think about how we plant our trees and native vegetation on the road sides to make them look better and grow better. I ask Councillors to support this motion.

#### Councillor Harvey Benton's Speech

In support of the motion to have these words to be carried out, this is one of our critical access egress roads it's the only road that we have in this classification

within the shire and being Councillor that represents the Emergency and Municipal Fire Management Committee, the plan has now been adopted and that the road and rail train is an attachment to this plan and it's an obligation by Council to make sure that these things are done in line with the planning under the CFA act. So its there with the teeth, the authority to make sure this road comes up to the standard that is agreed by the community and all others concerned, thank you.

#### Councillor David Fuller Speech

I would like to echo and support the words of Councillor Bussell and Benton on this. Its been a conversation of ours a number of times and its very important we get it right and get it done this year before we have another incident in the coming fire season

Mayor Dean Rees referred to Councillor Bussell's comments about going between conservation and safety and asked what he puts first conservation or safety.

Councillor Harry Bussell responded "I think the safety of human life definitely comes first, it's always a balancing act I do acknowledge that"

#### Councillor Harry Bussell Closing Comments Bussell

One of the other things that's important in this road is the fact that it leads to our largest pine plantation in the Rural City of Wangaratta which comes with hazard issues with all the B-double transport and where the motion serves to find turnarounds, you go for many kilometres and there's no place for a truck to turn around safely on the roads and given the fact that at the moment we have up to 30 trucks a day, it does put it above many other roads.

#### **RESOLUTION:**

**(Moved: Councillor D Fuller/Councillor A Fitzpatrick)**

***Councillor D Fuller moved a motion:***

***That the commentary related to Councillor Bussell's motion be recorded in the Minute document.***

**Carried**

## **21. URGENT BUSINESS**

Nil.



**22. PUBLIC QUESTION TIME**

Please follow link [24 March 2020 Council Meeting Video](#) and refer to minutes 58.47 to 61.15 for Public Question Time.

**23. CONFIDENTIAL BUSINESS****RESOLUTION:**

**(Moved: Councillor K Clarke/Councillor H Benton)**

***That Council resolves to close the meeting to members of the public in accordance with section 89(2) of the Local Government Act 1989 to consider the following items:***

**23.1 *Cruse Street Variation Claims***

***Item 23.1 is Confidential under the terms section 89(2) of the Local Government Act 1989 as it contains information relating to : (d) contractual matters.***

**RESOLUTION:**

**(Moved: Councillor A Fitzpatrick/Councillor H Bussell)**

***That the Meeting be resumed.***

**Carried**

**24. CLOSURE OF MEETING****Mayor Dean Rees Speech**

In closing our meeting tonight, thank you for the unusual circumstances in which we are operating here tonight. I thank all of you online who are hopefully watching, and we appreciate your time and being part of this Council meeting.

To all of my fellow Councillors and staff here today thank you very much for this time. I just like to thank a few people in relation to what's going on at the moment with Coronavirus and extending on from Councillor Fitzpatrick's comments and great words. This is a bad time for us all here and we are all struggling in certain portions so I want to implore to everyone to please look after your family, look after your neighbours, look after your elderly parents as I do have, that anything you can possibly do, please do it for those people. If you need to shop for them, they are our most vulnerable please look after them.

I would love to give a great thanks to our health professionals who I've met with numerous times over the last two weeks including that is the hierarchy at Northeast Health and the emergency services for

their dedication to this pandemic that we are suffering. We hope that we come out on this side quickly on the good side of things and the loss of life is a minimal.

I'd like to point out that our most valuable asset in Wangaratta isn't our swimming pool and it's no roads, it's our people so I implore everyone again to look after our elder people be kind to everyone and just make sure that you're available to help people especially when you're well and fit and please abide by the State and the Federal guidelines on how this pandemic is progressing and what is required from people in our area this will help limit the risk and bring down our hospital numbers and we look forward to seeing you all on the other side in good health conditions.

Thank you to everybody on behalf of the Rural City we look forward to moving forward.

The Meeting closed at 7.10pm.