Wodonga Council minutes for the Ordinary meeting of the council held in the Council Chamber – 104 Hovell St, Wodonga on June 29, 2020.

Present

Cr A Speedie (Mayor)
Cr B Mitchell (Deputy Mayor)
Cr K Bennett
Cr L Hall
Cr D Lowe
Cr R Mildren
Cr J Watson

In attendance

Mr M Dixon Chief Executive Officer
Ms D Mudra Deputy Chief Executive Officer
Ms N Klein Director Finance and Systems
Ms S Hogg Director Community Development
Mr L Schultz Director Planning and Infrastructure
1. **Calling to order**

The meeting was called to order at 6pm by the Mayor.

2. **Statement of acknowledgement**

The Mayor read the following:  
*We acknowledge the traditional owners of this land on which we are meeting and pay our respects to their Elders past, present and emerging, and to those from other communities who are here with us today, for they hold the memories, the tradition and the culture of all Aboriginal and Torres Strait Islander People.*

3. **Apologies and requests for leave of absence**

There were no apologies or requests for leave of absence.

4. **Declaration under Acts, Regulations, Codes or Local Laws**

There were no declarations under Acts, Regulations, Codes or Local Laws.

5. **Declaration by councillors of any conflict of interest**

Cr Kat Bennett disclosed a conflict of interest, being an indirect interest because of conflicting duty (section 78B of the *Local Government Act, 1989*), for item 8.13 *Community Impact Grants*. The nature of the interest is that Cr Bennett, as part of her employment, works with junior football clubs on their healthy canteen programs.

Cr Ron Mildren disclosed a conflict of interest, being an indirect interest because of conflicting duty (section 78B of the *Local Government Act, 1989*), for item 8.1 *Section 223 submissions on the 2020-2021 Budget and Council Plan*. The nature of the interest is that Cr Mildren is a member of the Wodonga Senior Secondary College School Council and the school has made a submission in relation to the budget.

Cr Ron Mildren disclosed a conflict of interest, being an indirect interest because of conflicting duty (section 78B of the *Local Government Act, 1989*), for item 8.13 *Community Impact Grants*. The nature of the interest is that Cr Mildren is a member of the Mungabareena Aboriginal Corporation Board and the Corporation is a benefitting organisation under a grant application.

Cr Ron Mildren disclosed a conflict of interest, being an indirect interest because of conflicting duty (section 78B of the *Local Government Act, 1989*), for item 8.14 *Planning Scheme Amendments C133 & C135 - Update*. The nature of the interest is that Cr Mildren’s business has previously been engaged by a developer who has land affected by the proposed amendments.

Cr Ron Mildren disclosed a conflict of interest, being an indirect interest because of conflicting duty (section 78B of the *Local Government Act, 1989*), for item 17.3 *Waste Management Contract - Proposed Recycling Contract Variation*. The nature of the interest is that Cr Mildren’s business has been engaged by a company involved in a business transaction with the contractor.
6. **Confirmation of minutes of previous meeting**

**Recommendation**

That the minutes of the ordinary meeting of council held on May 18, 2020, as circulated, be confirmed.

**Motion**

Crs Brian Mitchell / Kat Bennett

That the recommendation be adopted.  
**Carried unanimously**

**Recommendation**

That the minutes of the special meeting of council held on June 22, 2020, as circulated, be confirmed.

**Motion**

Crs Kat Bennett / Brian Mitchell

That the recommendation be adopted.  
**Carried unanimously**

7. **Delegates reports**

Nil

8. **Officers reports for determination**

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>8.1</strong></td>
<td>Section 223 submissions on the 2020-2021 Budget and Council Plan</td>
</tr>
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<td><strong>8.2</strong></td>
<td>Council Plan</td>
</tr>
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</tr>
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<td>Property Leasing and Licencing Policy</td>
</tr>
<tr>
<td><strong>8.7</strong></td>
<td>Sale, Exchange and Transfer of Council owned land policy</td>
</tr>
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<td><strong>8.8</strong></td>
<td>Property Divestment Policy</td>
</tr>
<tr>
<td><strong>8.9</strong></td>
<td>Microsoft Annual Licence Agreement</td>
</tr>
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</tr>
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18. Confidential urgent business

19. Close of meeting
Live streaming and video recording of meeting

The council meeting will be live streamed on the internet and video recorded.

The video recording of the meeting will be uploaded online within 48 hours of the conclusion of the meeting, and be capable of repeated viewing.

The voices and images of those participating in the meeting, and in the gallery, may be captured as part of this recording.

Every care is taken to maintain the privacy of persons in the public gallery with the camera focussed on the Mayor, Councillors and Executive Officers.

However, persons in attendance at a public council meeting are advised that incidental capture of an image or sound of persons in the public gallery may occur. By remaining at the meeting persons give their consent to being filmed and the possible use of images and sound recordings in a live streaming or published video of the public council meeting.
<table>
<thead>
<tr>
<th>Environment</th>
<th>Minor (4)</th>
<th>Moderate (3)</th>
<th>Major (2)</th>
<th>Catastrophic (1)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Brief, non-hazardous, or contained temporary pollution</td>
<td>Residual pollution requiring cleanup</td>
<td>Significant harm to the environment requiring restorative work</td>
<td>Inevitable damage to the environment</td>
</tr>
<tr>
<td>Financial</td>
<td>Little to no impact on revenue or expenditure</td>
<td>Moderate impact on revenue or expenditure</td>
<td>Major impact on revenue or expenditure that will result in a council budget decision</td>
<td>Total impact on revenue or expenditure that may lead to the organisation being placed in administration</td>
</tr>
<tr>
<td>Service Delivery</td>
<td>Disruption to program, project or service with no downtime. May be dealt with by routine operations or management action and may have limited impact on objectives</td>
<td>Require management initiated review and have some impact on the business unit’s program, project or service, or on the strategic objectives. Temporary loss of key data.</td>
<td>Would threaten the continuation of a business unit’s program, project or service. Impact adversely on the Business Units strategic objectives. Unrecoverable loss of key data.</td>
<td>Would threaten the organisation’s viability or not allow the organisation to achieve its objectives</td>
</tr>
<tr>
<td>Reputation</td>
<td>Limited political/community sensitivity. No reputational damage. Resolved in normal operational management.</td>
<td>Some political/community sensitivity and local media scrutiny and/or requires external audit</td>
<td>Results in significant political community sensitivity and media scrutiny and/or parliamentary questions</td>
<td>Results in extreme political/community sensitivity and media scrutiny or may result in a commission of inquiry or request for investigation.</td>
</tr>
<tr>
<td>Safety</td>
<td>May result in minor injury or ‘reversible’ health damage which may be dealt with through primary first aid</td>
<td>Result in injury or health impacts that are ‘reversible’, but may require medical attention but limited ongoing treatment</td>
<td>Results in life threatening or serious injury which is irreversible requiring medical attention and ongoing treatment</td>
<td>Results in death or permanent disability of one or more people</td>
</tr>
<tr>
<td>Legislative Compliance</td>
<td>Minor technical breach but no damages</td>
<td>Minor technical non-compliance and breaches of regulations or law with potential for minor damage or monetary penalty.</td>
<td>Major compliance breach with potential exposure to large damages or awards.</td>
<td>Sanctions compliance breach with potential prosecution with maximum penalty imposed.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Likelihood</th>
<th>Almost Certain (A)</th>
<th>Likely (B)</th>
<th>Possible (C)</th>
<th>Unlikely (D)</th>
<th>Rare (E)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Can be expected to occur in most circumstances (i.e. weekly)</td>
<td>Significant</td>
<td>High</td>
<td>Extreme</td>
<td>Extreme</td>
<td></td>
</tr>
<tr>
<td>Will probably occur in most circumstances in the future (i.e. monthly)</td>
<td>Medium</td>
<td>Significant</td>
<td>High</td>
<td>Extreme</td>
<td></td>
</tr>
<tr>
<td>May occur in some circumstances in the future (i.e. yearly)</td>
<td>Medium</td>
<td>Significant</td>
<td>High</td>
<td>High</td>
<td></td>
</tr>
<tr>
<td>Could occur at some time in the future, but doubtful (i.e. every 2-10 years)</td>
<td>Low</td>
<td>Medium</td>
<td>Significant</td>
<td>High</td>
<td></td>
</tr>
<tr>
<td>Expected to occur in exceptional circumstances (i.e. 10 years)</td>
<td>Low</td>
<td>Low</td>
<td>Low</td>
<td>Significant</td>
<td></td>
</tr>
</tbody>
</table>

**Response based on risk score**
- **Extremes** – Council/CEO’s attention immediately required. Possibly avoid undertaking the activity OR implement new controls.
- **High** – Director’s attention required. Consider suspending or ending activity OR implement additional controls.
- **Significant** – Manager’s attention required. Ensure that controls are in place and operating and management responsibility is agreed.
- **Moderate** – Manage through usual procedures and accountabilities.
- **Low** – Add treatments where appropriate.
There were no Delegates reports.
Purpose of report

The purpose of this report is to provide the council with a report on the public consultation process for the draft 2020-2021 Budget, including a report from the Special Council meeting held to hear from persons who requested to be heard.

Background

At its meeting of May 18, 2020 the council resolved to place the draft 2020-2021 Budget on public exhibition for a 28 day period as provided for by section 223 of Local Government Act 1989 (the Act).

The draft Budget was advertised in the Border Mail on Wednesday, May 20 and Saturday, May 23 and was available for inspection on the Wodonga Council website, and due to COVID-19 impacts, by request from Council’s High Street office.

Council had a budget consultation session via Zoom on Monday, June 1.

Seven section 223 written submissions were received, as tabled, and in addition, significant community feedback via community forums, social media, etc, as tabled.

Two section 223 submitters requested to be heard and a Special Meeting of the council was held at 9 am on Monday, June 22 for that purpose:

1. Julia Boer  
2. Erin Wimhurst (Julia Boer spoke on Ms Wimhurst’s behalf)

Separately Councillor’s have received a full copy of all submissions.

The following table summarises the submissions received, as well as the action recommended by officers:

<table>
<thead>
<tr>
<th>Section 223 submitter one</th>
<th>Officer recommendations</th>
</tr>
</thead>
</table>
| Wodonga Senior Secondary College requested to have the Brockley St school crossing relocated closer to the new building’s main entrance to improve student usage. Student numbers have increased since the original submission in 2015. | • Council previously considered this request as part of the 2015 budget. While council agreed there was merit in relocating the crossing and had funded the original school crossing, the need to relocate it is as a result of the Department of Education/school changing the main entrance to the school. At the time of this previous request, Council recommended the school seek funding from the Department of Education to make this change of approximately $20,000.  
• Council is not responsible for bearing the cost of moving this crossing, which is considered to be cost shifting from the state government.  
• Officers recommend no change to proposed 2020-2021 budget. |
8.1 - Section 223 submissions on the 2020-2021 Budget and Council Plan (cont’d)

<table>
<thead>
<tr>
<th>Section 223 submitter two - six</th>
<th>Officer recommendations</th>
</tr>
</thead>
<tbody>
<tr>
<td>Submissions from five Wodonga residents contain similar points requesting infrastructure improvements in the Hunchback precinct for a Wodonga mountain bike park. Most submissions referred to some or all of the following requests:</td>
<td>• Council’s actions regarding these requests are informed by the Planning for the Wodonga Hills Strategy and individual hill masterplans, which can be found here: <a href="http://www.wodonga.vic.gov.au/Our-Major-Projects/Planning-for-Wodonga-Hills">www.wodonga.vic.gov.au/Our-Major-Projects/Planning-for-Wodonga-Hills</a></td>
</tr>
<tr>
<td>• Progressing jumps and drop offs along the Rock-n-Rolla trail for intermediate and advanced riders.</td>
<td>• Council has allocated funding for implementation of the strategy throughout the 10 year capital plan.</td>
</tr>
<tr>
<td>• Additional trail features to cater for more advanced level riders and novices alike.</td>
<td>• These projects do not include any consideration of toilet facilities. However the potential to incorporate a basic self-composting or similar toilet on Council managed land will be investigated and if appropriate funded from existing budget.</td>
</tr>
<tr>
<td>• Realigning of the fence line on Felltimber Creek Road and development of an official carpark</td>
<td>• The tender for the ascent trail has been finalised and is about to be awarded.</td>
</tr>
<tr>
<td>• Skills area for safe progression</td>
<td>• The current strategy does not include detail for any plans to alter or add to the features or alignment of the Rock-n-Rolla downhill mountain bike trail. Council will advocate for improved signage to be provided on the tracks and trails on Crown land through the McFarlanes Hill Reference Group.</td>
</tr>
<tr>
<td>• First aid equipment, displayed at the junction points of the mountain bike trails.</td>
<td>• Submissions relating to additional mountain bike infrastructure within the Hunchback precinct are almost exclusively located on Crown land administered by DELWP and managed by Parklands Albury Wodonga. These requests for additional infrastructure and improved facilities are best directed to the local DELWP office or to the McFarlanes Hill Reference Group Chairperson.</td>
</tr>
<tr>
<td>• Proper signage and acknowledgement of traditional owners.</td>
<td>• The current strategy does not include detail for any plans to alter or add to the features or alignment of the Rock-n-Rolla downhill mountain bike trail. Council will advocate for improved signage to be provided on the tracks and trails on Crown land through the McFarlanes Hill Reference Group.</td>
</tr>
<tr>
<td>• Picnic tables or some form of formal rest area.</td>
<td>• Regarding a cycle path linking the northern end of Phil Adams Park with Junction Square, Council has already widened the footpath on the south side of Elgin Boulevard. Alternative pathway options will be explored for inclusion in future capital budgets.</td>
</tr>
<tr>
<td>• Toilet facilities located on DELWP land</td>
<td>• Officers recommend no change to proposed 2020-2021 budget.</td>
</tr>
<tr>
<td>• Further development of the Hunchback MTB park event centre</td>
<td></td>
</tr>
</tbody>
</table>
8.1 - Section 223 submissions on the 2020-2021 Budget and Council Plan (cont’d)

<table>
<thead>
<tr>
<th>Section 223 submitter seven</th>
<th>Officer recommendations</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Submitter agreed with the proposed solar lighting from Forrest Mars Avenue underpass through to Felix Grundy Park to connect to Belvoir Park / Sumion Gardens. Community will benefit from additional lighting and added security.</td>
<td>• There were no specific changes requested for the draft budget, therefore officers recommend no change to proposed 2020-2021 budget.</td>
</tr>
</tbody>
</table>

Items of feedback received informally through the consultation sessions and online in regard to the draft Budget have also been considered with the feedback also being used to inform future action plans. A separate engagement report is tabled as Document A.

**Council Plan**

<table>
<thead>
<tr>
<th>Strategic objective</th>
<th>Strategy</th>
<th>Key priority activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>We are innovative, responsive and responsible in the way we conduct business.</td>
<td>Responsible financial management.</td>
<td>Provide council services and projects with a strong financial planning framework</td>
</tr>
</tbody>
</table>

**Council policy / strategy implications**

The CEO has issued guidelines for section 223 processes, and the draft Budget processes followed these guidelines.

**Risk and opportunity management implications**

<table>
<thead>
<tr>
<th>Risk description</th>
<th>C’quence</th>
<th>L’hood</th>
<th>Rating</th>
<th>Controls &amp; treatments</th>
</tr>
</thead>
<tbody>
<tr>
<td>That council fails to comply with the Act by considering any section 223 submissions prior to a decision on the budget.</td>
<td>D</td>
<td>4</td>
<td>S</td>
<td>The council to fully consider each section 223 submission prior to a determination on the matter.</td>
</tr>
</tbody>
</table>

**Financial implications**

If the officers’ recommendations are accepted there will be no change in capital or operating expenditure in the 2020-2021 budget as a result of the section 223 process. There will therefore be no change in cash reserves closing balance as at 30 June 2021.
Environmental implications

There are no environmental implications.

Social / cultural implications

There are no social / cultural implications.

Legislative implications

This report is about the legislative requirements of ss.125-130 and s.223 of the Act.

Community engagement and internal consultation

- Advertisement in the Border Mail on May 20 and May 23 advertising that the budget was out for community consultation and notifying the various forums and channels from which it could be accessed.
- The ‘Make Wodonga Yours’ website with information on the consultation process and online tools for making comments.
- A live Q&A session was held for the June Community Forum on Zoom on Monday June 1, 2020
- Various social media posts and inclusion in email newsletters.

Options for consideration

As a result of the section 223 process:

Option 1:  Do nothing – not recommended.

Option 2:  Adopt the draft budget with no revisions, and advise the submitters of the reasons for council’s decision – recommended.

Conclusion

The council sought community input and feedback on the draft 2020-2021 Budget. Seven section 223 written submissions were received. A Special Meeting of the council heard from two of the submitters. This process has been valuable in highlighting community concerns and provides the Council with an opportunity to further assess the development of its Budget for 2020-2021.

Attachments

Nil
8.1 - Section 223 submissions on the 2020-2021 Budget and Council Plan (cont’d)

Tabled papers

The following documents will be tabled at the meeting:

- Document A: Draft Budget and adjusted Council Plan feedback report 2020-2021

Declaration of conflict of interests

Under section 80C of the Local Government Act 1989 officers providing advice to the council must disclose any interests, including the type of interest.

Director Finance and Systems - Narelle Klein
In providing this advice, I have no interests to disclose in this report.

Manager Finance - Nicola Gleeson Coopes
In providing this advice as the report author, I have no interests to disclose in this report.
### 8.1 - Section 223 submissions on the 2020-2021 Budget and Council Plan (cont’d)

**Recommendation**

That:

1. Having considered all submissions received under section 223 of the *Local Government Act 1989*, no adjustments be made to the budget and council plan as a result of the section 223 process; and

2. submitters be advised of the decisions and the reasons for them, as detailed in this report.

**Motion**

Crs Kat Bennett / Danny Lowe

That:

1. Having considered all submissions received under section 223 of the *Local Government Act 1989*, no adjustments be made to the budget and council plan as a result of the section 223 process;

2. Submitters be advised of the decisions and the reasons for them, as detailed in this report; and

3. Separate to the section 223 process, officers investigate the provision of a public toilet facility within the Hunchback Hills complex, preferably near the proposed car park on DELWP land but also exploring options on council land, with a view to this being considered in a future budget or as a budget variation.

**Conflict of interest disclosure**

*Prior to the commencement of item 8.1 Cr Mildren disclosed a conflict of interest in that item, the details of which are recorded in these minutes at item 5.*

*Cr Mildren left the meeting at 6.03pm. Cr Mildren returned to the meeting room at 6.18pm after the resolution for item 8.1 was carried.*
8.2 - Council Plan

Purpose of report

In accordance with the legislative requirements this report recommends that the Council adopt its 2017-2021 Council Plan, adjusted 2020, and a copy be forwarded to the Minister.

Background

Sections 125 (7) (8) and (9) of the Local Government Act 1989 ("the Act") sets out that a council must:
- at least once in each financial year consider whether the Council Plan requires any adjustment;
- make such adjustment as it considers necessary; and
- allow for persons to make a submission under section 223 of the Act on the adjusted Council Plan.

The report to the Ordinary Meeting of May 18 outlined the adjustments to the Council Plan.

Following its May meeting the Council gave public notice of the draft Council Plan, adjusted 2020. There were no section 223 submissions on the adjusted Council Plan.

Having complied with the legislative requirements it is recommended that the 2017-2018 to 2020-2021 Council Plan (including the Strategic Resource Plan), adjusted 2020, as placed on public exhibition, be adopted.

Council Plan

<table>
<thead>
<tr>
<th>Strategic objective</th>
<th>Strategy</th>
</tr>
</thead>
<tbody>
<tr>
<td>Provide strong leadership and governance, demonstrating excellence in the way we do business by being innovative, responsive and transparent. We will be accountable and steward the organisation with the highest regard.</td>
<td>Good governance and customer experience</td>
</tr>
</tbody>
</table>

Council policy / strategy implications

The Council Plan details the strategic direction and priorities of the Council for the next four years. It describes the Council’s mission, vision, objectives and strategies.

Risk management implications

<table>
<thead>
<tr>
<th>Risk description</th>
<th>C’quence</th>
<th>L’hood</th>
<th>Rating</th>
<th>Controls &amp; treatments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Failure to review the Council Plan.</td>
<td>2</td>
<td>D</td>
<td>S</td>
<td>Adopt the Council Plan as adjusted and submit a copy to the Minister within 30 days.</td>
</tr>
</tbody>
</table>
Financial implications

The financial implications for the various objective and strategies in the Council Plan are included in the draft 2020-2021 Budget.

The cost of producing the Council Plan is included in the current Budget.

Environmental implications

The various strategies in the Council Plan may have environmental implications.

Social / cultural implications

The various strategies in the Council Plan may have social / cultural implications.

Legislative implications

The Act requires that the Council must review its Council Plan at least once in each financial year.

Community engagement and internal consultation

The community engagement on the Council Plan is addressed in the separate report on the section 223 process at item 8.1.

Options for consideration

1. Do nothing. This is not an option as the Council gave public notice of its review and invited public submissions on the adjusted plan.

2. Adopt the Council Plan, as adjusted 2020.

Conclusion

The Council Plan outlines the Council’s strategic direction and priorities for its four year term.

It is recommended that the 2017-2018 to 2020-2021 Council Plan (including the Strategic Resource Plan), adjusted 2020, be adopted.

Attachments

Nil

Tabled papers
8.2 - Council Plan (cont’d)

Nil

Declaration of conflict of interests

Under section 80C of the *Local Government Act* 1989 officers providing advice to the council must disclose any interests, including the type of interest.

Deputy Chief Executive Officer - Debra Mudra
In providing this advice, I have no interests to disclose in this report.

Governance Officer - Kevin Scully
In providing this advice as the report author, I have no interests to disclose in this report.

Recommendation

That the 2017-2018 to 2020-2021 Council Plan (including the Strategic Resource Plan), adjusted 2020, as placed on public exhibition, be adopted, and a copy forwarded to the Minister in accordance with Section 125(10) of the *Local Government Act, 1989*.

Motion

Crs Brian Mitchell / John Watson
That the recommendation be adopted.

Carried unanimously
8.3 - 2020-2021 Budget and declaration of rates and charges

Purpose of report

Pursuant to Section 130 (1) of the Local Government Act 1989 (the Act), to consider the 2020-2021 Budget and if appropriate adopt the budget including changes proposed since the draft 2020-2021 Budget was considered at the council’s meeting of May 18, 2020; and, to declare rates and charges pursuant to Section 158 of the Act.

Background

A separate report has been included in this agenda on the section 223 process for the budget.

Since the meeting of May 18, 2020 the council has become aware of items that need to be amended in the proposed adopted budget.

Proposed adjustments to draft 2020-2021 Budget

<table>
<thead>
<tr>
<th>Project / Program Name</th>
<th>Comments</th>
<th>Category</th>
<th>Amount - net cost (saving) to Council</th>
</tr>
</thead>
<tbody>
<tr>
<td>Waste revenue and expenses</td>
<td>Waste charges decrease due to a decrease in recycling contract rates post budget advertising and revision of average bin weights.</td>
<td>Operating revenue, Operating expenses</td>
<td>$189,310 ($180,352)</td>
</tr>
<tr>
<td>Federal Government Financial Assistance Grants</td>
<td>The Federal Government has prepaid 50% of the 2020-2021 Financial Assistance Grant in June 2020. The 2019-2020 Forecast has been updated to include the additional revenue, which is also reflected in the cash balance. Please note this is a timing difference only.</td>
<td>Operating revenue, Opening Cash Balance</td>
<td>$2,759,387 ($2,759,387)</td>
</tr>
</tbody>
</table>

The council’s long term financial strategy is included in the draft Strategic Resource Plan. It articulates the setting of rate rises in line with the estimated rate cap in future years, together with no planned future borrowings.

The amendments were finalised after the draft budget was released for public consultation.

Change to the Waste Charges and Waste Management Levy

In the 2018-2019 budget the Council achieved its aim to reduce its waste management service charge to only recover the reasonable costs of the collection and disposal of refuse within a two year period from the Ombudsman’s report. The 2020-2021 budgeted position for waste management services is again break even result.
Subsequent to the draft budget being advertised, a variation in the recycling contract pricing with Council’s waste contractor was agreed, and the rate used to calculate the yellow bin cost was reduced. This has meant council’s cost and therefore the corresponding waste charges for yellow bins has reduced.

The weights used in calculating bin charges were also updated with actual year-to-date bin weight data from the 2019-2020 year just received, also resulting in a reduction in the average red and yellow bin cost, and therefore the corresponding income from waste charges for red and yellow bins has also been reduced.

As a result of the above, council’s waste management levy has decreased from $100.70 in the draft budget put out for consultation, to $100.10, and council’s three bin charge has been reduced from $234.30 to $224.30.

Change to the Fees and charges schedule

Felltimber Children's Centre hourly rate has been amended from $12.22 to $12.20 to align with the government childcare subsidy hourly rate cap. This has no impact on Council’s budgeted revenue.

Tourism Business Events & Conference Partner rate has been amended from $1,210 to $495 at AlburyCity’s request. This change will also have no impact on Council’s budgeted revenue.

Council Plan

<table>
<thead>
<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>Provide strong leadership and governance, demonstrating excellence in the way we do business by being innovative, responsive and transparent. We will be accountable and steward the organisation with the highest regard.</td>
<td>Financial management</td>
<td>Provide council services and projects with a strong financial planning framework</td>
</tr>
</tbody>
</table>

Council policy / strategy implications

N/A

Risk and opportunity management implications

<table>
<thead>
<tr>
<th>Risk description</th>
<th>C’quence</th>
<th>L’hood</th>
<th>Rating</th>
<th>Controls &amp; treatments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Estimates for supplementary rates (growth from new assessments) not achieved.</td>
<td>4</td>
<td>C</td>
<td>M</td>
<td>Closely monitor and if necessary adjust budgets.</td>
</tr>
<tr>
<td>Rate increases cause financial difficulties for some.</td>
<td>3</td>
<td>C</td>
<td>S</td>
<td>Flexible payment options. Provide assistance through agreed payment plans.</td>
</tr>
</tbody>
</table>
Financial implications

The Council’s rates and charges revenue for 2020-2021 is $46.9 million. This is based on a zero per cent increase in rates, which is below, and therefore complies with, the Ministers nominated 2 per cent rate cap and all waste charges returning no surplus to council.

The expected operating result indicated in the draft 2020-2021 Budget circulated for public consultation was a surplus of $11.5 million. The underlying result when contributions, capital grants and sale of asset items were excluded was a $4.1 million surplus.

The annual capital works program included in the draft 2020-2021 Budget circulated for public consultation was $23.5 million. A number of 2019-2020 capital projects amounting to approximately $10.1 million, which will not be complete by June 30, are anticipated to be re-budgeted to 2020-2021. All projects that are re-budgeted will be funded from the unspent cash allocated to them in the 2019-2020 year.

A high level Strategic Resource Plan has been developed for the years 2020-2021 to 2029-2030. This will assist council in adopting budgets that provide for prudent expenditure and income generation to assist in the council’s goals relating to financial sustainability. The Council is projecting underlying surpluses in the future years.

The annual budget is designed to enable council to achieve its key strategic activities as contained in its 2017-2018 to 2020-2021 Council Plan.

Assuming all amendments proposed in this report are adopted, the council’s financial position for 2020-2021 would be adjusted as follows:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Financial Assistance Grant (FAG) Prepayment*</td>
<td>2,759,387</td>
<td></td>
</tr>
<tr>
<td>Waste management levy</td>
<td>11,489</td>
<td></td>
</tr>
<tr>
<td>Garbage charges</td>
<td>177,820</td>
<td></td>
</tr>
<tr>
<td>Operating Revenue – net decrease</td>
<td></td>
<td>$2,948,696</td>
</tr>
<tr>
<td>Waste contract payments</td>
<td>180,352</td>
<td></td>
</tr>
<tr>
<td>Operating expenditure – net decrease</td>
<td></td>
<td>$180,352</td>
</tr>
<tr>
<td>Cash on hand June 30, 2020 - net decrease*</td>
<td></td>
<td>$8,958</td>
</tr>
</tbody>
</table>

*note: the timing of the FAG prepayment does not have an impact on the cash balance at June 30, 2021. Refer below.
The $2.95 million decrease in operating revenue, is principally the result of $2.8 million prepayment of the 2020-2021 Financial Assistance Grant that was received by Council on May 26, 2020, with the 2020-2021 opening cash balance being increased by the same amount. There is also a reduction in waste revenue of $189,309, offset by a reduction in waste contract expenses of $180,352.

In net terms the Council’s cash position as at June 30, 2021 will decrease by $8,958 compared with the draft Budget, the result of the net effect of the waste charges noted above.

As a result of these changes, the capital budget will not change, the operating result for the 2020-2021 year will now be an $8.739 million surplus and the 2019-2020 forecast operating result and closing cash balance have also been increased by $2.759 million to reflect the receipt of the prepaid grant.

Environmental implications

N/A

Social / cultural implications

Many outcomes of the budget will have wide ranging social and cultural implications. These have been carefully considered by both staff and councillors in the development of this budget.

Legislative implications

The council is required to comply with the Local Government (Finance and Reporting) Regulations 2004 (the Regulations) which lists a number of requirements (these and other requirements are included in the budget document):

- financial statements in the form and containing the information required by the Regulations;
- a description of the services and initiatives to be funded in the budget;
- a statement as to how the services and initiatives described will contribute to achieving the strategic objectives specified in the Council Plan;
- major initiatives, being initiatives identified by the council as priorities, to be undertaken during the financial year;
- for services to be funded in the budget, the prescribed indicators of service performance that are required to be reported against in the performance statement under section 131; and,
- the prescribed measures relating to those indicators.

Community engagement and internal consultation

The consultation on the budget was a section 223 process and is the subject of a separate report in this agenda.
8.3 - 2020-2021 Budget and declaration of rates and charges (cont’d)

Internal consultations have occurred over a period of 8 months with Council business unit managers and executive and all Councillors have participated in a number of planning days and budget workshops since February 2020.

Options for consideration

Option 1 – Do nothing – not recommended – the council has a statutory obligation to develop an annual budget.

Option 2 - Accept the draft 2020-2021 Budget, with the amendments as proposed in this report – recommended.

Option 3 - Accept the draft 2020-2021 Budget, with further amendments.

Conclusion

The Council has sought community input and feedback on the proposed 2020-2021 budget. Seven submissions were received. Two submitters requested to be heard, for which a meeting was convened at 9am on Monday, June 22, 2020.

It is recommended that the council, following consideration of the submissions received, adopt the 2020-2021 budget with amendments proposed in this report.

Attachments

Nil

Tabled papers

Nil

Declaration of conflict of interests

Under section 80C of the Local Government Act 1989 officers providing advice to the council must disclose any interests, including the type of interest.

Director Finance and Systems - Narelle Klein
In providing this advice, I have no interests to disclose in this report.

Revenue Administrator - Katrina Lappin
In providing this advice as the report author, I have no interests to disclose in this report.

Manager Finance - Nicola Gleeson Coopes
In providing this advice as the report author, I have no interests to disclose in this report.
Recommendation

a) That Council amend the 2020-2021 Budget to remove 50% of the Financial Assistance Grant of $2,759,387 that was prepaid on May 18, 2020, from operating revenue and increase the opening cash balance by the same amount;

b) That Council amend the 2020-2021 Budget to reduce operating income from waste by $189,310 and reduce operating expenses for waste by $180,352;

c) That:

1. The 2020-2021 budget be adopted in accordance with Section 130(1) of the Local Government Act 1989, after having been advertised in accordance with Section 129 of that Act and considering the submissions received, with the amendments adopted previously under this agenda item and under item 8.2 (Council Plan).

2. The Chief Executive Officer be authorised to give public notice of this decision to adopt the budget in accordance with Section 130(2) of the Local Government Act 1989.

3. An amount of $46,933,607 be declared as the amount which the Council intends to raise for the year 1 July 2020 - 30 June 2021 by general rates, annual service (garbage) charge and annual service (waste management) charge, (all later advised in the resolution), and environmental levy (wastewater), calculated as follows:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Rates</td>
<td>$40,325,221</td>
</tr>
<tr>
<td>Annual service charge – garbage and recycling</td>
<td>$4,052,658</td>
</tr>
<tr>
<td>Waste management levy</td>
<td>$1,916,815</td>
</tr>
<tr>
<td>Environmental levy (wastewater)</td>
<td>$38,913</td>
</tr>
<tr>
<td>Provision made for supplementary rates</td>
<td>$600,000</td>
</tr>
</tbody>
</table>

4. General Rates

A general rate be declared for the period commencing on 1 July 2020 and concluding on 30 June 2021;

It further be declared that the general rate be raised by the application of differential rates;

It be recorded that Council considers that a differential rate will contribute to the equitable and efficient carrying out of Council functions; and
A differential rate be declared for that rateable land having the characteristics specified below which characteristics will form the criteria for the differential rate so declared:

**Residential occupied land**

Any land that is used primarily for residential purposes; or on which there exists a building obviously adapted for use for residential purposes as defined under the provisions of the Wodonga Planning Scheme.

**Commercial occupied land**

Any land that is used primarily for commercial purposes; or on which there exists a building obviously adapted for use for commercial purposes as defined under the provisions of the Wodonga Planning Scheme.

**Industrial occupied land**

Any land that is used primarily for industrial purposes; or on which there exists a building obviously adapted for use for industrial purposes as defined under the provisions of the Wodonga Planning Scheme (including but not limited to a factory or workshop).

**Rural – farming**

Land that is “farm land” within the meaning of section 2(1) of the *Valuation of Land Act 1960* paragraphs (a) and (b) and other criteria as defined by Council (c) hereunder:

(a) not less than 2 hectares in area; and

(b) that is used primarily for grazing, dairying, pig-farming, poultry farming, fish farming, tree farming, bee-keeping, viticulture, horticulture, fruit growing or the growing of crops of any kind or for any combination of those activities, and

(c) being a primary producer as evidenced by a current ATO assessment;

**Rural – non farming**

Land which is:-

(a) greater than 8 hectares in size; or

(b) less than 8 hectares in size and due to reasons of inappropriate subdivision is generally vacant, low valued land that has little utility to owners because the land is restricted to no development in its current form; and

(c) not rural – farming land, nor development use land.
Development use land

Development use land - The valuer responsible for the returning of the general revaluation or any supplementary valuation may classify any land (or a portion of that land) that is in the process of being developed into the category of development use land (DUL).

Classification to development use land will be at the valuer’s discretion and based principally on the basis of applications and/or approvals for rezoning and/or development.

Vacant land

Any land on which there does not exist any building obviously adapted for human habitation, and which does not have the characteristics of development use land.

Society/social club land

Any land which is not subject to the Cultural and Recreational Lands Act 1963; and used primarily for the activities of a club or society which are carried on for the benefit of its members or their guests.

5 The differential rate be determined by multiplying the capital improved value (CIV) of the rateable land categorised in paragraph 4 by the percentages indicated on the following table:

<table>
<thead>
<tr>
<th>Category</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Residential occupied land</td>
<td>0.5170% (or 0.5170 cents in the dollar of CIV)</td>
</tr>
<tr>
<td>2. Commercial occupied land</td>
<td>0.7238% (or 0.7238 cents in the dollar of CIV)</td>
</tr>
<tr>
<td>3. Industrial occupied land</td>
<td>0.7238% (or 0.7238 cents in the dollar of CIV)</td>
</tr>
<tr>
<td>4. Rural farming land</td>
<td>0.3877% (or 0.3877 cents in the dollar of CIV)</td>
</tr>
<tr>
<td>5. Rural non-farming land</td>
<td>0.5170% (or 0.5170 cents in the dollar of CIV)</td>
</tr>
<tr>
<td>6. Development use land</td>
<td>1.0340% (or 1.0340 cents in the dollar of CIV)</td>
</tr>
<tr>
<td>7. Vacant land</td>
<td>1.0340% (or 1.0340 cents in the dollar of CIV)</td>
</tr>
<tr>
<td>8. Society/social club land</td>
<td>0.4808% (or 0.4808 cents in the dollar of CIV)</td>
</tr>
</tbody>
</table>

6 It be recorded that Council considers that each differential rate will contribute to the equitable and efficient carrying out of Council functions, and that:

a. the respective objectives of each differential rate be those specified in the schedule to this resolution; and

b. the respective types of classes of land which are subject to each differential rate be those defined in the schedule to this resolution; and

c. the respective uses and levels of each differential rate in relation to those respective types of classes of land be those described in the
schedule to this resolution; and

d. the relevant
   i. uses of;
   ii. geographical locations of;
   iii. planning scheme zonings of; and
   iv. types of buildings on the respective types or classes of land
      be those identified in the schedule to this resolution.

7 Municipal charge

It be confirmed that no municipal charge be declared for the period
commencing on 1 July 2020 and concluding on 30 June 2021.

8 Service charge (garbage)

An annual kerbside service charge be declared for the period
commencing 1 July 2020 and concluding on 30 June 2021.

The annual kerbside service charge be declared for the collection,
removal and disposal of refuse and rubbish.

For the period 1 July 2020 to 30 June 2021 the annual service charge be
in the sum of $224.30 for each rateable and non-rateable land (or part)
in respect of which an annual service charge may be levied;

   a) Notwithstanding the above sub paragraph the charge for each
      additional service and/or collection over one per week will be
      $224.30. This charge of $224.30 is GST exempt.

   b) Notwithstanding sub paragraph (a) the annual service charge for
      commercial/industrial properties who request a refuse collection
      service will be an additional $224.30 annual equivalent for the
      period 1 July 2020 to 30 June 2021 for each additional service
      and/or collection per week; this charge of $224.30 is GST exempt.
      The criteria specified below be the criteria, which form the basis of
      the annual service charge, so declared;

   c) The charge for an alternative service shall be:

<table>
<thead>
<tr>
<th>Service</th>
<th>Charge</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Upsize a 140 litre to a 240 litre refuse red lidded bin</td>
<td>$48.60</td>
</tr>
<tr>
<td>2. Weekly red lidded refuse bin collection</td>
<td>$136.00</td>
</tr>
<tr>
<td>3. Weekly red lidded refuse bin collection – medical reasons</td>
<td>$68.00</td>
</tr>
<tr>
<td>4. Additional 140 litre red lidded refuse bin</td>
<td>$68.00</td>
</tr>
<tr>
<td>5. Additional 240 litre red lidded refuse bin</td>
<td>$116.60</td>
</tr>
<tr>
<td>6. Additional 240 litre recycling bin</td>
<td>$41.60</td>
</tr>
<tr>
<td>7. Upsize to a 360 litre recycling bin</td>
<td>$20.00</td>
</tr>
<tr>
<td>8. Additional 240 litre organics bin</td>
<td>$114.70</td>
</tr>
<tr>
<td>9. Opt out of Organics bin for a qualifying rural household</td>
<td>($57.35)</td>
</tr>
</tbody>
</table>
These charges are above the annual service charge and GST exempt.

The criteria specified below be the criteria, which form the basis of the annual Kerbside Service Charge, so declared:

a) All residential land (whether rateable or non-rateable) on which a building is erected is entitled to the refuse collection service and will be liable for the annual service charge whether or not the service is utilised; and

b) Where during the year a building is erected on residential vacant land the service charge will be such sum as will proportionally represent the period between occupation of the building and the end of the year.

9 Service charge (waste management)

An annual service charge be declared for the period commencing 1 July 2020 and concluding on 30 June 2021;

The annual service charge be declared for waste management contribution.

a) For the period 1 July 2020 to 30 June 2021 the annual equivalent service charge be in the sum of $100.10 for each rateable and non-rateable land (or part) in respect of which an annual service charge may be levied. This charge of $100.10 is GST exempt.

b) All residential, commercial and industrial land (whether rateable or non-rateable) on which a building is erected is entitled to a waste management service and will be liable for the annual service charge whether or not the service is utilised; and

c) Where during the year a building is erected on vacant land the service charge will be such sum as will proportionally represent the period between occupation of the building and the end of the year.

10 Environmental levy (wastewater)

An annual levy be declared for the period commencing 1 July 2020 and concluding on 30 June 2021.

The levy be declared for environmental waste water.

The annual levy be set at the sum of $53.84 for each premises serviced by a septic tank system. This charge is GST exempt.
It be confirmed that Council grants each of the owners of the rateable lands described below a concession.

In relation to the rate and/or charge set out opposite the description of each rateable land; and

In an amount set out opposite the description of each rateable land and the rate and/or charge in relation to which the concession is granted.

12 Rateable property - rate/charge concession

- Blanalko Pty Ltd $34,887.16
- XLam Pty Ltd $35,755.72
- Triquest $1,648.70

13 Consequential Matters

Payment dates for rates and charges for 2020-2021 shall be as follows:

- By instalments payable on or before 30 September 2020, 30 November 2020, 28 February 2021 and 31 May 2021.

The revenue administrator of the Council be authorised to levy and recover the general rates (and the annual service charges described earlier in this resolution) in accordance with the Local Government Act 1989.

The revenue administrator be authorised to institute legal proceedings for the recovery of any amounts not paid by the due date in accordance with the Local Government Act 1989.

That the 2020-2021 fees and charges as proposed in the draft budget be adopted by Council, with the following amendments:

- Felltimber Children's Centre hourly rate has been amended from $12.22 to $12.20.
- Tourism Business Events & Conference Partner rate has been amended from $1,210 to $495.

**SCHEDULE**

**RESIDENTIAL OCCUPIED LAND**
Objective:

To ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including -

1. To recognise the rating impact upon developed land used for residential purposes.
2. To ensure an equitable share of the rate assessment for residential properties the values of which have been affected by their development.
3. To encourage the development of appropriately zoned land for residential purposes.

Types and classes:

Rateable land having the relevant characteristics described in the Resolution of Council.

Use and level of differential rate:

The differential rate will be used to fund some of those items of expenditure described in the budget adopted by Council. The level of the differential rate is the level which Council considers is necessary to achieve the objectives specified above.

Geographic location:

Wherever located within the municipal district.

Use of Land:

Any use permitted under the relevant planning scheme.

Planning scheme zoning:

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant planning scheme.

Types of buildings:

All buildings which are now constructed on the land or which are constructed prior to the expiry of the 2020-2021 financial year.

COMMERCIAL OCCUPIED LAND

Objective:
To ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including –

1. To recognise the rating impact upon developed land used for commercial purposes.

2. To ensure an equitable share of the rate assessment for commercial properties the values of which have been affected by their development.

3. To encourage the development of appropriately zoned land for commercial purposes.

**Types and classes:**

Rateable land having the relevant characteristics described in the Resolution of Council.

**Use and level of differential rate:**

The differential rate will be used to fund some of those items of expenditure described in the budget adopted by Council. The level of the differential rate is the level which Council considers is necessary to achieve the objectives specified above.

**Geographic location:**

Wherever located within the municipal district.

**Use of land:**

Any use permitted under the relevant planning scheme.

**Planning scheme zoning:**

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant planning scheme.

**Types of buildings:**

All buildings which are now constructed on the land or which are constructed prior to the expiry of the 2020-2021 financial year.

**INDUSTRIAL OCCUPIED LAND**

**Objective:**

To ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including –
## 8.3 - 2020-2021 Budget and declaration of rates and charges (cont’d)

1. To recognise the rating impact upon developed land used for industrial purposes.

2. To ensure an equitable share of the rate assessment for industrial properties the values of which have been affected by their development.

3. To encourage the development of appropriately zoned land for industrial purposes.

### Types and classes:
Rateable land having the relevant characteristics described in the Resolution of Council.

### Use and level of differential rate:
The differential rate will be used to fund some of those items of expenditure described in the budget adopted by Council. The level of the differential rate is the level which Council considers is necessary to achieve the objectives specified above.

### Geographic location:
Wherever located within the municipal district.

### Use of land:
Any use permitted under the relevant planning scheme.

### Planning Scheme Zoning:
The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant planning scheme.

### Types of buildings:
All buildings which are now constructed on the land or which are constructed prior to the expiry of the 2020-2021 financial year.

### RURAL FARMING LAND

### Objective:
To encourage the development of land for farming purposes and ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including -

1. To ensure an equitable share of the rate assessment for properties, the value of which has been effected by reason of its abnormally large area, and the use to which it is put in comparison to the general land size of the majority of rateable properties within the municipal district.
8.3 - 2020-2021 Budget and declaration of rates and charges (cont’d)

2. To encourage the use of appropriately zoned land for farming purposes.

**Types and classes:**
Rateable land having the relevant characteristics described in the Resolution of Council.

**Use and level of differential rate:**
The differential rate will be used to fund some of those items of expenditure described in the budget adopted by Council. The level of the differential rate is the level which Council considers is necessary to achieve the objectives specified above.

**Geographic location:**
Wherever located within the municipal district.

**Use of land:**
Any use permitted under the relevant planning scheme.

**Planning scheme zoning:**
The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant planning scheme.

**Types of buildings:**
All buildings which are now constructed on the land or which are constructed prior to the expiry of the 2020-2021 financial year.

**RURAL NON FARMING LAND**

**Objective:**
To ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including -

1. To ensure an equitable share of the rate assessment for properties the value of which has been effected by reason of its area, and the use to which it has been put in comparison to the general land size of the majority of the rateable properties within the municipal district.

**Types and classes:**
Rateable land having the relevant characteristics described in the Resolution of Council.
### Use and level of differential rate:

The differential rate will be used to fund some of those items of expenditure described in the budget adopted by Council. The level of the differential rate is the level which Council considers is necessary to achieve the objectives specified above.

### Geographic location:

Wherever located within the municipal district.

### Use of land:

Any use permitted under the relevant planning scheme.

### Planning scheme zoning:

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant planning scheme.

### Types of buildings:

All buildings which are now constructed on the land or which are constructed prior to the expiry of the 2020-2021 financial year.

### DEVELOPMENT USE LAND

**Objective:**

To encourage the development of land and ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including –

1. To ensure an equitable share of the rate assessment for development use land commensurate with land identified for urban development within the Municipal Strategic Statement for Wodonga.
2. To encourage the use of appropriately zoned land for development purposes.
3. Any parcel of land that has been declared by the valuer appointed by Council to make the general or supplementary valuations for council that by reason of its zoning or proximity to land which has been or is being developed for residential, commercial, industrial or other urban purposes or by reason of its proximity to land which has been or is being subdivided into allotments used or intended to be used for residential, commercial, industrial or other urban purposes and does not have the characteristics of rural – farming or rural – non farming land.

### Types and classes:

Rateable land having the relevant characteristics described in the Resolution of
Use and level of differential rate:

The differential rate will be used to fund some of those items of expenditure described in the budget adopted by Council. The level of the differential rate is the level which Council considers is necessary to achieve the objectives specified above.

Geographic location:
Wherever located within the municipal district.

Use of land:
Any use permitted under the relevant planning scheme.

Planning scheme zoning:
The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant planning scheme.

Types of buildings:
Nil

VACANT LAND

Objective:
To encourage the development of land and ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including –

1. To recognise the rating impact on vacant land.
2. To ensure an equitable share of the rate assessment for vacant and other land.
3. To encourage the development of land.

Types and classes:
Rateable land having the relevant characteristics described in the Resolution of Council.

Use and level of differential rate:
The differential rate will be used to fund some of those items of expenditure described in the budget adopted by Council. The level of the differential rate is the level which Council considers is necessary to achieve the objectives specified
Geographic location:
Wherever located within the municipal district.

Use of land:
Any use permitted under the relevant planning scheme.

Planning scheme zoning:
The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant planning scheme.

Types of buildings:
Nil.

SOCIAL CLUBS/SOCIETY LAND

Objective:
To ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including –

1. To ensure an equitable share of the rate assessment for properties the value of which have been affected by the development of land for the use by members and guests of a society or club.

2. To recognize the rating impact on properties used by a society or club.

Types and classes:
Rateable land having the relevant characteristics described in the Resolution of Council.

Use and level of differential rate:
The differential rate will be used to fund some of those items of expenditure described in the budget adopted by Council. The level of the differential rate is the level which Council considers is necessary to achieve the objectives specified above.

Geographic location:
Wherever located within the municipal district.

Use of land:
Any use permitted under the relevant planning scheme.

Planning scheme zoning:
### 8.3 - 2020-2021 Budget and declaration of rates and charges (cont’d)

<table>
<thead>
<tr>
<th>The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant planning scheme.</th>
</tr>
</thead>
</table>

#### Types of buildings:

All buildings which are now constructed on the land or which are constructed prior to the expiry of the 2020-2021 financial year.

<table>
<thead>
<tr>
<th>Motion</th>
</tr>
</thead>
</table>

Crs Danny Lowe / Kat Bennett

That the recommendation be adopted. **Carried unanimously**
Purpose of report

The purpose of this report is to:

1. Change the dates of the scheduled council meetings in November and December 2020; and

2. Note the list of corporate documents that are required to be adopted by 1 September 2020 under the provisions of the Local Government Act 2020.

Background

Council meeting dates

At its meeting of November 18, 2019 the council approved the meeting dates for council meetings in 2020.

Recent advice from the Victorian Electoral Commission (VEC) around the conduct of the general council elections scheduled for October requires a change to the 2020 Wodonga council meeting schedule. This is in order to accommodate the expected delay with the declaration of the poll, necessitated by a change to election processes as a result of National COVID-19 safe workplace principles.

The Electoral Commissioner has written to council and advised that: “it is expected that final declarations for all councils will not be complete until 13 November 2020 – one week later than originally anticipated”.

With the need for an induction process and the installation of councillors it is proposed that the new meeting dates for November and December 2020 be:

- Monday, November 23, 2020 at 6pm – election of the Mayor and Deputy Mayor
- Monday, November 30, 2020 at 6pm
- Monday, December 21, 2020 at 6pm

In addition it is noted that:

- The council will be offering Mandatory candidate training for persons interested in running for council. This training is currently being developed by Local Government Victoria and must be completed by 17 September.
- Nominations for council open on September 17 and close at noon on September 22.
- The Election (Caretaker) Period commences on September 22, 2020.
8.4 - Council meeting dates (cont’d)

- As with previous elections the method of voting will be postal, with the election date being October 24, 2020 (end of the current council term).

- The installation of councillors is expected to be held at 6pm on Wednesday, November 18. This date will be confirmed by the CEO in consultation with the councillors-elect.

Corporate documents
In the time before the election the council will need to consider a number of reports on matters arising from the Local Government Act 2020 (LGA 2020). The Act received Royal Assent on 24 March 2020.

LGA 2020 is the result of a four year review of the Local Government Act 1989 (LGA 1989).

LGA 1989 and regulations prescribed many details about how councils could make decisions, public consultation processes, notices of meetings, meeting rules and the information made available to the public, amongst many other things.

Over time it became apparent this level of prescription was unnecessary for modern councils, and it impeded a council’s ability to manage their affairs in a responsible and organised way that meets the particular needs of the community and limits their ability to innovate and improve engagement with communities.

The Explanatory Memorandum to LGA 2020 says it is intended to achieve a “...contemporary legislative framework for local government in Victoria that enhances democracy, council transparency and responsiveness to community and the State…”

The overarching message from, and clear common thread through, LGA 2020 is "governance".

LGA 1989 is being progressively repealed, with various repeal dates of:
- 6 April 2020
- 1 May 2020
- 24 October 2020 (i.e.: election day)
- 1 July 2021

There are a number of key documents that must be adopted by councils prior to the 2020 elections. The following documents are due to be completed no later than September 1, 2020:

- Governance Rules - the Election Period (Caretaker) Policy will form a part of the Governance Rules
- Expense Policy
- Delegated Committees and Asset Committees (NB: council does not have any existing committees with delegated authority and this is not presently required for Wodonga Council)
8.4 - Council meeting dates (cont’d)

- Audit & Risk Charter and Committee
- Public Transparency Policy

Council Plan

<table>
<thead>
<tr>
<th>Strategic objective</th>
<th>Strategy areas</th>
</tr>
</thead>
<tbody>
<tr>
<td>Provide strong leadership and governance, demonstrating excellence in the way we do business by being innovative, responsive and transparent. We will be accountable and steward the organisation with the highest regard.</td>
<td>Good governance and customer experience</td>
</tr>
</tbody>
</table>

Council policy / strategy implications

This report seeks to ensure adequate notice is provided to the public on the meeting schedule.

Risk management implications

<table>
<thead>
<tr>
<th>Risk description</th>
<th>C’quence</th>
<th>L’hood</th>
<th>Rating</th>
<th>Controls &amp; treatments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Council does not amend its meeting schedule.</td>
<td>3</td>
<td>C</td>
<td>M</td>
<td>Adopt the recommendation.</td>
</tr>
</tbody>
</table>

Financial implications

There are no financial implications associated with this report.

Environmental implications

There are no environmental implications associated with this report.

Sustainability implications

There are no sustainability implications associated with this report.

Social / cultural implications

There are no social / cultural implications associated with this report.

Legislative implications

There are no legislative implications associated with this report.

Community engagement and internal consultation

There has been no community engagement on this matter. Internal consultation has been conducted with Executive.
8.4 - Council meeting dates (cont’d)

Options for consideration

1. Adopt the schedule of council meeting dates for November and December 2020.

2. Adopt alternative meeting dates for November and December 2020.

Conclusion

This report proposes that the council meeting schedule be amended for November and December 2020 and also explains the number of corporate documents that are to be adopted by the council prior to September 1, 2020.

Attachments

Nil

Tabled papers

Nil

Declaration of conflict of interests

Under section 80C of the Local Government Act 1989 officers providing advice to the council must disclose any interests, including the type of interest.

Deputy Chief Executive Officer - Debra Mudra
In providing this advice, I have no interests to disclose in this report.

Governance Officer - Kevin Scully
In providing this advice as the report author, I have no interests to disclose in this report.
Recommendation

That:

1. The 2020 schedule of council meetings be amended for November and December 2020, with the revised dates as set out below, and with the public to be advised accordingly:
   a) Monday, November 23, 2020 at 6pm
   b) Monday, November 30, 2020 at 6pm
   c) Monday, December 21, 2020 at 6pm

2. The council note the corporate documents that are to be adopted by the council by no later than September 1, 2020.

Motion

Crs John Watson / Brian Mitchell

That the recommendation be adopted.

Carried unanimously
8.5 - Review of instruments of delegation

Purpose of report

The purpose of this report is for the Council to review the instruments of delegation following the commencement of the Local Government Act 2020 (2020 Act).

Background

Council operates a system of delegations to officers to enable the effective operation of the organisation. These delegations are updated periodically as legislation is amended, or new legislation introduced which impacts upon the operations of the Council.

This report proposes an update specifically in response to the commencement of the 2020 Act.

The new powers of delegation commenced on 1 May 2020. However, unless sooner revoked, an existing delegation made by a Council or its CEO under the Local Government Act 1989 (1989 Act) continues in force until 1 September 2020.

The system of delegations the Council operates has been developed by the legal firm, Maddocks. The Maddocks templates are a starting point for the Council’s instruments of delegation. For instance, the Council may decide that it wants to retain certain powers rather than delegate them to members of staff, or that it wishes to impose additional conditions or limitations on the exercise of delegated powers by the relevant delegate.

Importantly, the Council has in place guidelines for reporting back on the exercise of the delegations.

Most council decisions are not made at council meetings. Effective functioning of local government would not be possible if they were. Instead, most decision-making power is allocated by formal delegations.

The instruments of delegation

There are seven instruments presently recommended by Maddocks, two of which have been created to address the transition period for the new 2020 Act:

1. S5: Instrument of Delegation from the Council to the CEO.

   This delegates all of the Council’s powers, duties and functions which are capable of delegation, subject to some exceptions and limitations as determined by the Council, to the CEO.

2. S6: Instrument of Delegation from the Council to members of staff.
8.5 - Review of instruments of delegation (cont’d)

This relates to Council powers, duties and functions within various Acts and Regulations (or specific parts of those Acts or Regulations), which contain a specific power of delegation.

This delegates certain powers directly from the Council to staff due to the legislation referred to containing specific powers of delegation (see further below).

It is not proposed to amend this Instrument at this time.

3. S7: Instrument of Sub-Delegation from the CEO to Council staff.

This sub-delegates the Council’s powers, duties or functions contained in Acts or Regulations which do not include a specific power of delegation.

It is not proposed to amend this Instrument at this time.


This is a new instrument of sub-delegation recommended by Maddocks to address the commencement of the Local Government Act 2020, and in particular the transition from the 1989 Act to the 2020 Act.

Section 47 of the 2020 Act provides the CEO the power to sub-delegate any powers, duties or functions that has been delegated to him or her to members of Council staff. These powers, duties or functions may be delegated to a named person or to the holder of a specified position.

The new S7A Instrument is made pursuant to this provision. It refers to both the 2020 Act and the 1989 Act. This is because:

- Not all provisions of the 2020 Act are yet in force;
- The 1989 Act is intended to continue in force, with some provisions (including, for example, Part 8 and s 224) surviving until the 2020 Act is, or other Acts are, amended.


This instrument allows the CEO to delegate his or her powers, duties and functions existing under all Victorian legislation. This differs to the Sub-Delegation Instrument above in that it does not relate to Council powers, duties and functions, but rather those vested in the CEO.

It is not proposed to amend this Instrument at this time.

This is a new instrument of sub-delegation recommended by Maddocks to address the commencement of the *Local Government Act 2020*, and in particular the transition from the 1989 Act to the 2020 Act.

Section 47(2) of the LGA 2020 provides that the CEO may delegate any power, duty or function conferred by the LGA 2020 or any other Act on the CEO. That is, this refers to powers of the CEO, rather than Council powers. The new S13A Instrument provided is made pursuant to this provision.

7. S14: Instrument of Delegation from CEO to staff (VicSmart).

This provides for the CEO to delegate his or her powers as a responsible authority under the *Planning and Environment Act 1987* in relation to VicSmart planning applications.

It is not proposed to amend this Instrument at this time.

**Changes recommended in this update**

Three instruments of delegation have been updated to take account of the commencement of the 2020 Act.

The Maddocks changes with this update are summarised below:

**S5 Instrument of Delegation by the Council to the CEO**

Section 11(1)(b) of the 2020 Act provides for a Council to delegate powers, duties and functions to its CEO.

The updated S5 Instrument has been drafted to take into account the matters that cannot be delegated by the CEO pursuant to section 11(2) of the 2020 Act. These matters are listed as Conditions and Limitations in the Schedule to the S5 Instrument, including the condition under section 11(5) that any delegation to enter into a contract must include a financial limit.

This document is included as attachment A.

**S7A Instrument of sub-delegation by the CEO to staff under Local Government Acts of 1989 and 2020**

The S7A Instrument sets out the commencement date of the new provisions of the 2020 Act and the date by which the provisions of the 1989 Act will be repealed. Where no date is specified against provisions of the 1989 Act, this means no current repeal date is set and the provisions continue.

The S7A Instrument relates only to the 1989 Act and the 2020 Act, and not to any other Acts that are usually contained in the S7 Instrument. An updated S7
8.5 - Review of instruments of delegation (cont’d)

Instrument that includes all relevant legislation will be provided with the next Maddocks update, and which is likely to be presented to the August council meeting. It should be noted that the existing S7 delegation will continue to operate until 1 September 2020, or until council resolves otherwise, whichever is sooner.

So, for now, both the new S7A Instrument and the existing S7 Instrument will be in place.

This instrument is approved by the CEO, and presented to the Council with a recommendation that it be received and noted.

This document is included as attachment B.

S13A Instrument of Delegation of CEO’s powers, duties and functions

Section 47(2) of the LGA 2020 provides that the CEO may delegate any power, duty or function conferred by the LGA 2020 or any other Act on the CEO. That is, this refers to powers of the CEO, rather than Council powers.

This Instrument refers to both the 2020 Act and the 1989 Act but not to any other Acts. An updated S13 Instrument that includes all relevant legislation will be provided with the next Maddocks update, and which is likely to be presented to the August council meeting. It should be noted that the existing S13 delegation will continue to operate until 1 September 2020, or until council resolves otherwise, whichever is sooner.

This instrument is approved by the CEO, and is not subject to further discussion in this report.

Council Plan

<table>
<thead>
<tr>
<th>Strategic objective</th>
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</tr>
</thead>
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<td>Provide strong leadership and governance, demonstrating excellence in the way we do business by being innovative, responsive and transparent. We will be accountable and steward the organisation with the highest regard.</td>
<td>Good governance and customer experience</td>
</tr>
</tbody>
</table>

Council policy / strategy implications

Maddocks is contracted to provide six monthly updates to the instruments of delegation.

Risk management implications

<table>
<thead>
<tr>
<th>Risk description</th>
<th>C’quence</th>
<th>L’hood</th>
<th>Rating</th>
<th>Controls &amp; treatments</th>
</tr>
</thead>
<tbody>
<tr>
<td>If delegations are not updated the legality of a decision or an action</td>
<td>C</td>
<td>4</td>
<td>High</td>
<td>Adopt the revised instruments.</td>
</tr>
</tbody>
</table>
Financial implications

The cost of the templates provided by Maddocks is fully funded in the budget. There are no other financial implications.

Environmental implications

There are no environmental implications associated with this report.

Social / cultural implications

There are no social / cultural implications associated with this report.

Legislative implications


Community engagement and internal consultation

The instruments have been reviewed by the directors and the proposed delegations reflect departmental advice.

Options for consideration

1. Do nothing. This is not recommended for the reasons outlined in this report.

2. Adopt the revised instruments of delegation, as included with the attachments.

Conclusion

The Council should regularly review and update the instruments of delegation to ensure they are compliant with legislation and reflect the organisational structure. The Council has the opportunity to delegate responsibilities under various Acts, or it may choose to retain some responsibilities. It is timely to again conduct a review in-line with the latest legislative changes.

Attachments

The following documents are attached to this report:
- Attachment A: Instrument of delegation to the CEO
- Attachment B: Instrument of sub-delegation by the CEO (S7A)

Tabled papers

Nil
Declaration of conflict of interests

Under section 80C of the Local Government Act 1989 officers providing advice to the council must disclose any interests, including the type of interest.

Deputy Chief Executive Officer - Debra Mudra
In providing this advice, I have no interests to disclose in this report.

Governance Officer - Kevin Scully
In providing this advice as the report author, I have no interests to disclose in this report.

Recommendation

That:

1. In the exercise of the power conferred by section 11(1)(b) of the Local Government Act 2020 (the Act), Wodonga Council resolves that:
   a. There be delegated to the person holding the position, or acting in or performing the duties, of Chief Executive Officer the powers, duties and functions set out in the Instrument of Delegation to the Chief Executive Officer, as included with the attachments, subject to the conditions and limitations specified in that instrument.
   b. The instrument comes into force immediately the common seal of Council is affixed to the instrument.
   c. On the coming into force of the instrument all previous delegations to the Chief Executive Officer are revoked.
   d. The duties and functions set out in the instrument must be performed, and the powers set out in the instruments must be executed, in accordance with any guidelines or policies of the Council that it may from time to time adopt.

2. The S7A Instrument of Sub-Delegation by the CEO to other staff, as included with the attachments, be received and noted.

Motion

Crs Kat Bennett / Danny Lowe
That the recommendation be adopted. 

Carried
8.6 - Property Leasing and Licencing Policy

Purpose of report

The purpose of this report is for council to review and implement a Property Leasing and Licencing Policy.

Background

Wodonga Council oversees the management of approximately 98 leases and licences across the city. The Property Leasing and Licencing Policy has been developed to outline the objectives and approach council will adopt in identifying, assessing and deciding to lease or licence council owned and managed property assets (land and building).

A Property Leasing and Licencing Policy will ensure that council undertakes a transparent and consistent process when negotiating and entering into new leases or licences.

The policy, attached as Attachment A, seeks to maximise the community benefits from the use of council land or buildings, whilst ensuring responsible management of each asset.

The policy excludes occasional hire arrangements, sport and recreation facilities and residential properties.

Council Plan

<table>
<thead>
<tr>
<th>Strategic objective</th>
<th>Strategy areas</th>
</tr>
</thead>
<tbody>
<tr>
<td>Protect, enhance and manage our unique natural and built environments, planning for growth, demonstrating leadership and stewardship now and into the future.</td>
<td>Managing assets</td>
</tr>
</tbody>
</table>

Council policy / strategy implications

Wodonga Council does not have a policy relating to the leasing and licencing of council owned and managed assets. The Property Leasing and Licencing Policy provides for an assessment of individual properties, including consultation with internal and external stakeholders and the wider community.

Risk management implications

Risk issues are considered as part of the assessment process for each proposed lease or licence.

<table>
<thead>
<tr>
<th>Risk description</th>
<th>C’quence</th>
<th>L’hood</th>
<th>Rating</th>
<th>Controls &amp; treatments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Policy is not reviewed and updated.</td>
<td>3</td>
<td>C</td>
<td>S</td>
<td>The policy should be reviewed in accordance with this report to ensure it remains relevant.</td>
</tr>
</tbody>
</table>
8.6 - Property Leasing and Licencing Policy (cont’d)

Financial implications

The policy recommends consideration of financial outcomes as part of the property assessment process.

Environmental implications

The policy recommends consideration of environmental outcomes as part of the property assessment process.

Sustainability implications

The policy recommends consideration of sustainability outcomes as part of the property assessment process.

Social / cultural implications

This policy outlines the council’s commitment to the responsible management of council owned and manage assets. The policy recommends consideration of social, community and cultural outcomes as part of the property assessment process.

Legislative implications

This policy outlines the legislative requirements council must adhere to as part of the property assessment process.

The Local Government Act 2020 sets out new legislative requirements for the leasing of council owned land however, the current legislation has not yet been repealed. This is expected on July 1, 2021 at which time the policy will be revised to comply with the new Act.

Community engagement and internal consultation

This policy outlines the legislative requirements council must adhere to as part of the community engagement component of the property assessment process.

Options for consideration

1. Do nothing.
2. Approve and adopt the policy. This is recommended.

Conclusion

Wodonga Council have approximately 98 leases and licences across the city. Council does not have a policy relating to leasing and licencing of council assets. A Property Leasing and Licensing Policy has been developed to outline the objectives and approach council will adopt in identifying, assessing and deciding to lease or licence council owned and managed property assets (land and building).
## 8.6 - Property Leasing and Licencing Policy (cont’d)

### Attachments

The following documents are attached to this report:
- Attachment A: Property Leasing & Licensing Policy

### Tabled papers

Nil

### Declaration of conflict of interests

Under section 80C of the *Local Government Act* 1989 officers providing advice to the council must disclose any interests, including the type of interest.

Deputy Chief Executive Officer - Debra Mudra  
In providing this advice, I have no interests to disclose in this report.

Manager Investment Attraction and Economic Development - Adam Wiseman  
In providing this advice, I have no interests to disclose in this report.

Property Officer - April Lampe  
In providing this advice as the report author, I have no interests to disclose in this report.

### Recommendation

That the Property Leasing & Licensing Policy, included with the attachments, be adopted.

### Motion

Crs Kat Bennett / John Watson  
That the recommendation be adopted.  

*Carried unanimously*
8.7 - Sale, Exchange and Transfer of Council owned land policy

**Purpose of report**

The purpose of this report is to outline the principles and approach council will take for the sale, exchange and transfer of Council-owned land to ensure it is subject to a fair and transparent process in accordance with relevant legislation.

**Background**

The Council currently manages an extensive property portfolio. Council land can be used in many different ways to support Council in its core operational purposes, where property may be occupied and used directly for service delivery activities or for non-core council uses such as commercial properties.

Council land needs to respond to and provide for the diverse and evolving needs of the Council and its community now and into the future. This includes taking up the opportunity to sell surplus council land as well as strategically acquiring additional land.

Council has a responsibility to manage its property portfolio well to ensure that municipal requirements are met, whilst considering the opportunity or holding costs associated with land assets. These requirements may change over time and Council’s land assets should be continually reviewed to ensure that land is being held for a specific purpose, or identified as land that may be suitable for disposal.

It is important that the council establish a policy to ensure that its processes for selling or acquiring land are soundly based, transparent and compliant with legislation.

It is important to protect the interest of the residents and ratepayers, deliver positive outcomes for council and the community and ensure fairness for all prospective purchasers.

This policy aims to establish a consistent basis upon which council is able to divest of land which is surplus to requirements and is available for sale, exchange or transfer, if the land is owned by council. Alternatively for the land to be returned to the Crown if the land is merely controlled by council under Licence or Committee of Management.

This policy sets out the legal obligations under sections 189, 191 and 223 of the Local Government Act 1989 and sets out general principles and best practice for the sale, exchange or transfer of land.

The policy, attached as Attachment A, seeks to maximise the community benefits from the sale, exchange and transfer of council land, whilst ensuring responsible management of each asset.
8.7 - Sale, Exchange and Transfer of Council owned land policy (cont’d)

Council Plan

<table>
<thead>
<tr>
<th>Strategic objective</th>
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</tr>
</thead>
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<td>Protect, enhance and manage our unique natural and built environments, planning for growth, demonstrating leadership and stewardship now and into the future.</td>
<td>Managing assets</td>
</tr>
</tbody>
</table>

Council policy / strategy implications

Wodonga Council does not have a policy relating to the sale, exchange and transfer of council owned land. The policy provides for transparent and fair process, including consultation with the community.

Risk management implications

<table>
<thead>
<tr>
<th>Risk description</th>
<th>C’quence</th>
<th>L’hood</th>
<th>Rating</th>
<th>Controls &amp; treatments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Policy is not reviewed and updated.</td>
<td>3</td>
<td>C</td>
<td>S</td>
<td>The policy should be reviewed in accordance with the changes in the new Act to ensure compliance.</td>
</tr>
</tbody>
</table>

A recent audit of the Economic Development and Investment Attraction policies and processes identified the development of this policy as an improvement opportunity.

Financial implications

There are no financial implications of adopting the policy. The extent of financial implications will be dependent on each transaction.

Environmental implications

There are no financial implications of adopting the policy. The extent of environmental implications will be dependent on the transaction.

Sustainability implications

There are no sustainability implications of adopting the policy. The extent of sustainability and climate change implications will be dependent on the transaction.

Social / cultural implications

This policy outlines the council’s commitment to the transparent and fair process of selling, exchanging and transferring council owned land including consideration of the 223 process.

Legislative implications
This policy outlines the legislative requirements council must adhere to as part of the process.

The Local Government Act 2020 sets out new legislative requirements for the sale, or exchange of council owned land however, the current legislation (1989) has not yet been repealed. This is expected on July 1, 2021 at which time the policy will be revised to comply with the new Act.

**Community engagement and internal consultation**

Under section 189 of the Local Government Act (1989) Council is required to:

- Consult ratepayers and residents on any proposal to sell, exchange or transfer council owned land and give them the opportunity to have their views heard; and

- Have a current (not less than 6 months old) valuation for the land proposed for sale or exchange.

This occurs under section 223 of the Local Government Act 1989, which requires Council to give 28 days public notice of its intention to dispose of Council land and to hear from submitter sand consider their submissions in determining whether to proceed with the disposal, transfer or exchange of the land.

This policy outlines these legislative requirements.

**Options for consideration**

1. Do nothing.
2. Approve and adopt the policy.

**Conclusion**

The Council manages an extensive property portfolio and currently does not have a policy relating to this process, rather follows the Local Government Act (1989) and the guidelines; *Local Government Best Practice Guidelines for the Sale, Exchange or Transfer of Land*. A policy has been developed to outline the objectives and approach council will adopt when engaging in the intention to sell, exchange and transfer council owned land to ensure a fair and transparent process.

**Attachments**

The following documents are attached to this report:

- Attachment A: Sale, Exchange and Transfer of Council Owned Land Policy

**Tabled papers**
8.7 - Sale, Exchange and Transfer of Council owned land policy (cont’d)

Nil

Declaration of conflict of interests

Under section 80C of the Local Government Act 1989 officers providing advice to the council must disclose any interests, including the type of interest.

Chief Executive Officer - Mark Dixon
In providing this advice, I have no interests to disclose in this report.

Deputy Chief Executive Officer - Debra Mudra
In providing this advice, I have no interests to disclose in this report.

Manager Investment Attraction and Economic Development - Adam Wiseman
In providing this advice as the report author, I have no interests to disclose in this report.

Deputy Chief Executive Officer - Debra Mudra
In providing this advice as the report author, I have no interests to disclose in this report.

Recommendation

That the Sale, Exchange and Transfer of Council owned land policy, included with the attachments, be adopted.

Motion

Crs John Watson / Brian Mitchell

That the recommendation be adopted.

Carried unanimously
Purpose of report

The purpose of this report is for council to review the Property Divestment Policy.

Background

This policy was last reviewed and updated in June 2016. In accordance with the four year cycle for reviewing policies it is due again for review.

As part of the recommended process for assessing whether a property is suitable for divestment, consideration is given to a number of desired outcomes. These outcomes include social, environmental, economic development and financial. Alternate uses for properties are also considered as part of the process.

The policy, attached as Attachment A, aligns closely to the “Best Practice Guidelines for the Sale, Exchange and Transfer of Land’ issued by the Victorian Department of Planning and Community Developments.

There have been no amendments made to the policy as a result of the review.

Council Plan

<table>
<thead>
<tr>
<th>Strategic objective</th>
<th>Strategy areas</th>
<th>Actions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advance our position as a leading regional city, fostering opportunities for development and jobs, and building a destination that offers a variety of experiences, recognising our rich and diverse history and culture.</td>
<td>Business and investment</td>
<td>Continue to attract new and diverse business to Wodonga</td>
</tr>
</tbody>
</table>

Council policy / strategy implications

The Property Divestment Policy provides for the assessment of individual properties, including consultation with internal and external stakeholders and the wider community.

Risk management implications

Risk issues are considered as part of the assessment process for each proposed divestment.

<table>
<thead>
<tr>
<th>Risk description</th>
<th>C’quence</th>
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<td>S</td>
<td>The policy should be reviewed in accordance with this report to ensure it remains relevant.</td>
</tr>
</tbody>
</table>

Financial implications
The policy recommends consideration of financial outcomes as part of the property assessment process. The proceeds of any potential sale of property is not budgeted for in advance.

**Environmental implications**

The policy recommends consideration of environmental outcomes as part of the property assessment process.

**Sustainability implications**

The policy recommends consideration of sustainable outcomes as part of the property assessment process.

**Social / cultural implications**

The policy recommends consideration of social, community and cultural outcomes as part of the property assessment process.

**Legislative implications**

This policy outlines the legislative implications and requirements in consideration of the divestment of property.

The Local Government Act 2020 sets out new legislative requirements for the sale of council owned land however, the current legislation has not yet been repealed. This is expected on July 1, 2021 at which time the policy will be revised to comply with the new Act.

**Community engagement and internal consultation**

This report deals with a policy update only, and it has not undergone any community consultation.

**Options for consideration**

1. Do nothing. This is not recommended as the policy is due for review.
2. Approve and adopt the revised policy. This is recommended.

**Conclusion**

The Property Divestment Policy provides a thorough and balanced process for the council to follow when considering the divestment of council property.

**Attachments**

The following documents are attached to this report:
### 8.8 - Property Divestment Policy (cont’d)

- Attachment A: Property Divestment Policy

**Tabled papers**

Nil

**Declaration of conflict of interests**

Under section 80C of the *Local Government Act* 1989 officers providing advice to the council must disclose any interests, including the type of interest.

- Deputy Chief Executive Officer - Debra Mudra
  In providing this advice, I have no interests to disclose in this report.

- Manager Investment Attraction and Economic Development - Adam Wiseman
  In providing this advice, I have no interests to disclose in this report.

- Property Officer - April Lampe
  In providing this advice as the report author, I have no interests to disclose in this report.

**Recommendation**

That the Property Divestment Policy, included with the attachments, be adopted.

**Motion**

Crs Kat Bennett / Danny Lowe

That the recommendation be adopted.  

*Carried unanimously*
8.9 - Microsoft Annual Licence Agreement

Purpose of report

To seek a determination of approval to renew our Microsoft Licence Agreement for three years in line with the MAV Panel negotiated contract NPN 2.17-3. EBMS quote W 2108 – 20Q provides the costing of a three year agreement based off the panel supplier providing the best value and is at a level that requires Council delegation determination.

Background

The current Microsoft Licence Agreement is ending its current three year tenure with an existing Microsoft reseller supplier. Council needs to enter into a new license agreement from a selected MAV Panel approved reseller supplier to continue the successful delivery of Council based functions using the Microsoft suite of applications and solutions. Information Services have utilised the MAV Request for Quote, being NPN 2.17-3 and created a Vendor Panel request for quote VP190418, selecting three of the compliant reseller suppliers.

<table>
<thead>
<tr>
<th>Supplier</th>
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<tr>
<td>1</td>
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<tr>
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<tr>
<td>3</td>
<td>Insight</td>
</tr>
</tbody>
</table>

The pricing between the suppliers is very similar however WINC has quoted the cheapest price and due to the Microsoft Licence Agreement being the same for each reseller, they have therefore provided the best value for money. They are also Council’s current reseller supplier and therefore any costs to change suppliers would be avoided.

Council Plan

<table>
<thead>
<tr>
<th>Strategic objective</th>
<th>Strategy areas</th>
</tr>
</thead>
<tbody>
<tr>
<td>Provide strong leadership and governance, demonstrating excellence in the way we do business by being innovative, responsive and transparent. We will be accountable and steward the organisation with the highest regard.</td>
<td>Good governance and customer experience</td>
</tr>
</tbody>
</table>

Council policy / strategy implications

The continuation of the Microsoft agreement will ensure support to the ICT strategy and greater ICT service delivery to the organisation. This will allow the continued enablement and mobilisation of the workforce whilst taking advantage of new Microsoft functionality for project management, forms, Office 365, surveys, streaming as well as additional virtual audio visual meeting options.
Risk management implications

The majority of Wodonga’s corporate applications run on a Microsoft platform and we would be unable to operate without this agreement. To renew our Microsoft Licence Agreement is a low risk proposition and widely accepted as best practice amongst the ICT industry. A risk table has been completed below.

<table>
<thead>
<tr>
<th>Risk description</th>
<th>C’quence</th>
<th>L’hood</th>
<th>Rating</th>
<th>Controls &amp; treatments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Increase in licence cost</td>
<td>3</td>
<td>E</td>
<td>L</td>
<td>Negotiate for three years at a fixed cost pricing.</td>
</tr>
<tr>
<td>Increase required in licences required.</td>
<td>4</td>
<td>D</td>
<td>L</td>
<td>Ensure enough licences are ordered and provide on a targeted delivery method to get greatest value for money.</td>
</tr>
<tr>
<td>Microsoft no longer supports all software solutions initially agreed to.</td>
<td>4</td>
<td>E</td>
<td>L</td>
<td>Keep connected to Microsoft and its strategic direction and development roadmaps. Ensure we are informed of upgrades and new offerings.</td>
</tr>
</tbody>
</table>

Financial implications

The Microsoft annual licence agreement cost is budgeted for each year in the Information Services contracts model of the budget and is included in the 10 year financial plan. The cost of the agreement is an annual charge submitted for payment each financial year.

<table>
<thead>
<tr>
<th>Year</th>
<th>Revenue</th>
<th>Expense</th>
<th>Net result</th>
</tr>
</thead>
<tbody>
<tr>
<td>2020-2021 approved budget</td>
<td>$0</td>
<td>$101,703.77</td>
<td>($101,703.77)</td>
</tr>
<tr>
<td>2021-2022 10-year forward look</td>
<td>$0</td>
<td>$101,703.77</td>
<td>($101,703.77)</td>
</tr>
<tr>
<td>2022-2023 10-year forward look</td>
<td>$0</td>
<td>$101,703.77</td>
<td>($101,703.77)</td>
</tr>
</tbody>
</table>

Comments: Included in the 10 year forecast for ICT service delivery under ICT annual support costs.

Environmental implications
N/A

Sustainability implications
N/A

Social / cultural implications
N/A
Legislative implications

The use of the MAV Panel for the tender process meets the legislative requirements of the Local Government Act 1989.

Community engagement and internal consultation

N/A

Options for consideration

Option 1: Do nothing – Not preferred.

Option 2: Make a determination to enter into a 3 year agreement for the Microsoft Annual Licence to ensure Council business and service delivery can continue to be supported with industry best practice software solutions. Comparing costings from the suppliers WINC is the best value for money reseller and it is recommended to enter an agreement with them – Preferred.

Conclusion

Microsoft is one of the largest and most widely used technology companies that provides solutions and offerings that support current Council service delivery and business direction. The MAV has identified this and on behalf of its members it negotiated a Request for Quote that identifies approved reseller suppliers. After a pricing exercise through Vendor Panel VP190418 it was identified, as best value for money, to award the agreement to the reseller WINC for three years in line with the MAV Panel negotiated contract NPN 2.17-3.

Attachments

Nil

Tabled papers

Nil

Declaration of conflict of interests

Under section 80C of the Local Government Act 1989 officers providing advice to the council must disclose any interests, including the type of interest.

Director Finance and Systems - Narelle Klein
In providing this advice, I have no interests to disclose in this report.

Manager ICT and Digital Transformation - David Barker
In providing this advice, I have no interests to disclose in this report.

Acting Information Services Manager - Matthew Garoni
In providing this advice as the report author, I have no interests to disclose in this report.

**Recommendation**
That the quote provided by WINC Australia be accepted and Council enters into a three year Microsoft Licence Agreement through WINC.

**Motion**
Crs Brian Mitchell / Danny Lowe
That the recommendation be adopted.

*Carried unanimously*
8.10 - Provision of mobile security patrol services (W2011-20)

**Purpose of report**

To seek the council’s determination in awarding the tender W2011-20 Provision Of Mobile Security Patrol Services.

**Background**

The existing contract for the provision of security patrols, response to alarms, collection of cash from council’s various buildings and response to afterhours vandalism, graffiti and break-ins, is due to expire on August 2, 2020.

The contract required re-advertising as no further extensions were available on the existing contract and the specification requirements have continued to change with additional facilities being upgraded or replaced that have increased alarm requirements, and in the case of public toilets requiring opening and shutting.

Our overall security arrangements and the measures put in place the past ten years continue to reduce the amount of alarm and access issues and are combating the vandalism and anti-social behaviour in our public toilets and sporting facilities. This has also continued to reduce Councils’ cleaning complaints.

**Response**

Tenders were advertised in the Border Mail and on Tender Search on Saturday April 25 and closed at 2pm on Tuesday May 19, 2020. Fourteen documents were issued. Five submissions were received.

Tenders were received from:

1. Steel Family Pty Ltd T/as It’s Secure
2. Jeff Clarke Security Services Pty Ltd
3. Paynter Security Pty Ltd T/as - PGC Security
4. StateGuard Protective Services Pty Ltd T/as StateGuard Integrated Solutions
5. Total Watch Security Pty Ltd The Trustee For TWS Business Trust

The lowest tender was $390,766 and the highest tender was $1,646,870. The average tender sum was $990,114. It should be noted that for this report the dollar value of each tender has not been provided for commercial in confidence reasons.

The Evaluation team members were Jim Maher, Team Leader Plant Fleet & Building Maintenance, Tim Clarke, Team Leader Strategic Asset Management, and Ken Maloy, Building Asset Services Contracts Officer.
Evaluation
The following selection criteria were used as advertised in the tender document.

<table>
<thead>
<tr>
<th>Evaluation criteria</th>
<th>Weighting</th>
</tr>
</thead>
<tbody>
<tr>
<td>Benefit to the local region</td>
<td>15%</td>
</tr>
<tr>
<td>Environmental sustainability</td>
<td>2%</td>
</tr>
<tr>
<td>Occupational health and safety</td>
<td>8%</td>
</tr>
<tr>
<td>Ability to meet timeframes</td>
<td>10%</td>
</tr>
<tr>
<td>Relevant experience</td>
<td>30%</td>
</tr>
<tr>
<td>Customer service</td>
<td>15%</td>
</tr>
<tr>
<td>Resources</td>
<td>20%</td>
</tr>
<tr>
<td>Total</td>
<td>100%</td>
</tr>
</tbody>
</table>

Scoring
The following point scoring was applied to the criteria:

<table>
<thead>
<tr>
<th>Score</th>
<th>Title</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>Non-compliant</td>
<td>Fails to satisfy specified requirements</td>
</tr>
<tr>
<td>1</td>
<td>Below expectations</td>
<td>Does not meet the requirement to a major degree</td>
</tr>
<tr>
<td>2</td>
<td>Marginally</td>
<td>Does not meet the requirement but may be adaptable or made acceptable.</td>
</tr>
<tr>
<td>3</td>
<td>Acceptable</td>
<td>Meets the requirement except in minor aspects. Successful completion likely</td>
</tr>
<tr>
<td>4</td>
<td>Very good</td>
<td>Meets the requirement but may be marginal in minor aspects</td>
</tr>
<tr>
<td>5</td>
<td>Superior</td>
<td>Meets or exceeds the requirement in all respects</td>
</tr>
</tbody>
</table>

To calculate the weighted score: weighting x technical / quality analysis score = weighted score. The tendered price is then divided by the weighted score to provide the value for money (VFM) indicator. The best value is the tender with the lowest VFM indicator.

The process
All tenders were evaluated in adherence with the council’s tendering policy and guidelines.
The tenders were independently assessed by the panel members, with each member noting a number of submissions were not locally based and would likely need to engage staff in the region to fulfil the services. A matrix was developed to evaluate all tendered prices equally with historical averages used as the basis for assumed numbers of alarm responses and cash collections.

Tenderer two is the current incumbent contractor for Council and has performed extremely well over the full period of the existing contract. As such no further checks were felt to be required.

Value for money
The value for money indicator for each tenderer is shown below:

<table>
<thead>
<tr>
<th>Name / company</th>
<th>Value for money</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Steel Family Pty Ltd T/as It’s Secure</td>
<td>3,975</td>
</tr>
<tr>
<td>2. Jeff Clarke Security Services Pty Ltd</td>
<td>1,036</td>
</tr>
<tr>
<td>3. Paynter Security Pty Ltd T/as - PGC Security</td>
<td>1,524</td>
</tr>
<tr>
<td>4. StateGuard Protective Services Pty Ltd T/as StateGuard Integrated Solutions</td>
<td>6,101</td>
</tr>
<tr>
<td>5. Total Watch Security Pty Ltd The Trustee For TWS Business Trust</td>
<td>7,309</td>
</tr>
</tbody>
</table>

The final assessment re-enforced that the lowest tender was in fact the preferred supplier.

Therefore, after all assessments, the panel considered that the tender submission from Jeff Clarke Security Services Pty Ltd provided the best value for money option for the council.

Council Plan

<table>
<thead>
<tr>
<th>Strategic objective</th>
<th>Strategy</th>
</tr>
</thead>
<tbody>
<tr>
<td>Protect, enhance and manage our unique natural and built environments, planning for growth, demonstrating leadership and stewardship now and into the future.</td>
<td>Managing assets</td>
</tr>
</tbody>
</table>

Council policy / strategy implications
Security of our buildings and public facilities forms part of providing a clean and safe environment to the community.
Risk management implications

<table>
<thead>
<tr>
<th>Risk description</th>
<th>C’quence</th>
<th>L’hood</th>
<th>Rating</th>
<th>Controls &amp; treatments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vandalism and theft of and from Council assets.</td>
<td>3</td>
<td>A</td>
<td>S</td>
<td>The technical specification clearly outlines the requirements of the contract and the service deliverables reducing the risk of asset not being in an agreed state and ensuring risk to staff and the general public.</td>
</tr>
<tr>
<td>Cash transport</td>
<td>2</td>
<td>C</td>
<td>H</td>
<td>The use of suitably trained and accredited staff minimises the risks to both staff, contractors and the general public.</td>
</tr>
<tr>
<td>Reduced public perception of council’s performance.</td>
<td>2</td>
<td>D</td>
<td>S</td>
<td>Damaged, stolen or unsecured assets are minimised by the effective implementation of the services of the contract</td>
</tr>
</tbody>
</table>

Financial implications

The cost of the proposed service contract fits within the overall Plant Fleet & Building Maintenance operational budget for the coming financial year and within future forecasted 10-year forward look.

<table>
<thead>
<tr>
<th>2020-2021 approved budget $</th>
<th>This proposal $</th>
<th>Variance to approved budget $</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Expense</td>
<td>130,000</td>
<td>130,000</td>
<td>Nil</td>
</tr>
<tr>
<td>Net result</td>
<td>130,000</td>
<td>130,000</td>
<td>Nil</td>
</tr>
</tbody>
</table>

Environmental implications

The outcome of this tender will see the council continue to support companies who have appropriate environmental policies.

The use of patrol vehicles contributed to Co2 emissions however the recommended contractor minimises this through the use of smaller vehicles in their fleet that produce less Co2.

Sustainability Implications

N/A
Social / cultural implications

Our strong business relationships and focusing on continue to improve security in our city has increased a sense of safety culture within the community.

Benefits to the local region

Based on the responses to this mandatory criteria:

The preferred tender, Jeff Clarke Security Services Pty LTD is an established Wodonga Business with a staffing off ten residing in Wodonga and in the surrounding regions. They have other established regional business relationships for the supply of goods and services.

The preferred tenderer has demonstrated they are active in supporting community events and worthy causes with notable ones being direct sponsorship of the North Albury Cricket Club and providing fee free costs to local community groups such as SES, Show Societies, Rotary Clubs and Chryslers on the Murray among others.

Legislative implications

The preferred tenderer meets all State and Federal OH&S as they relate to the delivery of security services along with providing evidence of all appropriate security licences.

Community engagement and internal consultation

The evaluation team were involved in the development of the tender document and all facets of the recommendation process.

Consultation and engagement matrix

<table>
<thead>
<tr>
<th>Level of public participation</th>
<th>Promises to the public/stakeholders</th>
<th>Example of techniques to use</th>
</tr>
</thead>
<tbody>
<tr>
<td>Inform</td>
<td>Suppliers and staff have been kept informed throughout the process as to when decisions will be made.</td>
<td>Verbal and written communication</td>
</tr>
<tr>
<td>Consult</td>
<td>Suppliers and staff were involved in the development of the tender specification.</td>
<td>Internal meetings</td>
</tr>
<tr>
<td>Involve</td>
<td>Staff were involved in the evaluation process.</td>
<td>Meetings</td>
</tr>
</tbody>
</table>

Options for consideration

Option one – Do nothing. This is not recommended as Council would no longer have a contract in place for the tendered services. This would likely lead to a significant risk of anti-social behaviour at council facilities, increased vandalism and increased risk to Council Staff.
Option two – Accept the recommendation and award the tender.

**Conclusion**

Five conforming tenders were lodged which has led to a competitive price being obtained. Tender number 2, Jeff Clarke Security Services Pty Ltd, provided a clearly superior tender response. The cost provided was the lowest submitted and given that the tenderer is the incumbent contractor, it was felt by the panel that this represented the best overall, least risk option to council.

To do nothing and not undertake these services was felt to represent an unacceptable risk to employees and the community in particular in relation to the transference of cash and would almost certainly lead to an increase in vandalism and by default maintenance cost for council facilities.

Accordingly, it is recommended that the council pursue option two.

**Attachments**

Nil

**Tabled papers**

Nil

**Declaration of conflict of interests**

Under section 80C of the *Local Government Act* 1989 officers providing advice to the council must disclose any interests, including the type of interest.

Director Finance and Systems - Narelle Klein
In providing this advice, I have no interests to disclose in this report.

Manager Finance - Nicola Gleeson Coopes
In providing this advice, I have no interests to disclose in this report.

Team Leader Plant, Fleet and Building Maintenance - Jim Maher
In providing this advice, I have no interests to disclose in this report.

Procurement coordinator - Alison Hughes
In providing this advice as the report author, I have no interests to disclose in this report.

Building Maintenance Officer - Ken Maloy
In providing this advice as the report author, I have no interests to disclose in this report.

**Recommendation**

That the tender from Jeff Clarke Security Services Pty Ltd for W2011-20 Provision of Mobile Security Patrol Services for the contract sum of $700,000 (excl GST) for the schedule of rates tendered be accepted. The contract should be executed for a three-year period with a further two options of one year.

**Motion**

Crs John Watson / Brian Mitchell

That the recommendation be adopted. **Carried unanimously**
8 - Officers reports for determination

8.11 - Insurance tender and renewal

Purpose of report

This report provides the results of the tender process and the recommendation to award a contract with Jardine Lloyd Thompson (JLT) for council’s insurance broking services and range of insurance policies. It also recommends the Municipal Association of Victoria’s (MAV) Mutual Liability Insurance Scheme (LMI) and Commercial Crime policies be renewed.

Background

Council takes out multiple insurance policies annually to protect the organisation against the financial risk of being found liable to a third party for death or injury, loss or damage of property or economic loss resulting from potential Council negligence, with premiums for:

- Community liability
- Cyber liability
- Councillors’ and Officers liability
- Motor vehicle
- Marine cargo
- Personal accident
- Corporate travel
- Property / Business interruption
- Commercial crime
- Contract works
- Local Government liability.

In previous years, the general insurances (excluding the MAV LMI scheme) have been just below the CEO’s delegated authority and so have not come before Council for approval until this year when the combined premiums are over the CEO’s threshold for the first time.

In line with the Victorian Auditor General’s advice in their July 2018 report on Local Government Insurance Risks, Wodonga Council officers tested the open market and tendered for insurance broking services. Council engaged Procurement Australia (PA) to assist with the implementation and management of a Request for Proposal (RFP) tender process for the provision of insurance broking and risk management services. They received a total of two responses, one from JLT and another from AON Risk Services (AON).

Both tenders provided for Council’s public liability insurance to continue to be provided through the MAV LMI scheme as the most cost effective policy on offer for local government liability insurance. Contract Works insurance was also not tendered as this fluctuates dependent upon the capital projects each year and is included as part of each individual capital project budget. The Commercial Crime policy quotes from the tenderers also exceeded the policy renewal on offer by the current insurer for that policy (MAV) and will accordingly be left out of the tender acceptance.

The preferred tenderer is JLT, whose total price quoted for all insurance policies excluding local government liability and commercial crime totalled $225,560. This is
an increase of $28,178 or 14.3 per cent from the 2019-2020 year. Brokerage charges are $22,500, which is a decrease of $1,700 or 7 per cent from 2019-2020.

The local government liability insurance policy has been over the CEO’s threshold for some time and therefore the renewal has come to Council for approval each year. Through the ministerial approved LMI, our provider MAV is able to source competitive insurance policies for Council.

The LMI premium proposed by the MAV for the 2020-2021 financial year is $265,839 (ex GST). MAV has advised that the premium has increased by an average of 10-15 per cent across participating councils. The premium for 2019-2020 was $235,256, which amounts to an increase of 13 per cent.

The insurance market is in a distressed state following a number of catastrophic natural disaster events across the world from 2017 to 2019. That plus the black summer fires in Australia and now the substantial impacts due to health and financial implications of COVID-19 have resulted in premium increases being substantially higher than in previous years across all insurance policies, with some increases in insurance products expected to be as high as 100 per cent.

Council Plan

<table>
<thead>
<tr>
<th>Strategic objective</th>
<th>Strategy areas</th>
</tr>
</thead>
</table>
| Provide strong leadership and governance, demonstrating excellence in the way we do business by being innovative, responsive and transparent. We will be accountable and steward the organisation with the highest regard. | Good governance and customer experience  
Financial management |

Council policy / strategy implications

The implementation of council insurance policies support the ongoing effectiveness of the council Risk Management Strategy.

Risk management implications

<table>
<thead>
<tr>
<th>Risk description</th>
<th>C’quence</th>
<th>L’hood</th>
<th>Rating</th>
<th>Controls &amp; treatments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Council is uninsured for public liability incidents.</td>
<td>2</td>
<td>B</td>
<td>S</td>
<td>Accept the JLT quotes and renew insurance policies for 2020-2021 including MAV LMI Scheme for Public Liability.</td>
</tr>
<tr>
<td>Reputational damage both locally, potentially nationally if the required insurances are not in place and a claim occurred.</td>
<td>2</td>
<td>C</td>
<td>S</td>
<td>Accept the JLT quotes and renew insurance policies for 2020-2021 including MAV LMI Scheme for Public Liability.</td>
</tr>
<tr>
<td>Council would be in contravention of the Local Government Act 1989 and 2020 by not accepting this insurance.</td>
<td>2</td>
<td>B</td>
<td>S</td>
<td>Accept the JLT quotes and renew insurance policies for 2020-2021 including MAV LMI Scheme for Public Liability.</td>
</tr>
</tbody>
</table>
Financial implications

Following this tender process, renewing all insurance policies with the current brokers will be the most cost effective solution for council for the 2020-2021 financial year. By undertaking the tender process that was conducted by Procurement Australia, the increases to premiums for the 2020-2021 have been kept to a minimum and are below the average premium increases of 15-25 per cent being offered across the sector to those councils who did not tender. The global insurance index flagged a predicted increase of 23% in the first quarter and 30% in the second quarter for renewals from June 30, 2020 across all sectors.

Premiums and brokerage for the preferred tenderer is $248,060, plus the Municipal Association of Victoria (MAV) policies they recommended for Commercial Crime and the MAV Local Government Liability Mutual Scheme, amounting to $273,987, have been included for this proposal as follows:

<table>
<thead>
<tr>
<th></th>
<th>2020-2021 Draft budget $</th>
<th>This proposal $</th>
<th>Variance to approved budget $</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenue</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>This proposal includes the JLT broker fee, JLT's renewal premiums and the MAV LMI and Commercial Crime renewal premiums.</td>
</tr>
<tr>
<td>Expense</td>
<td>600,000</td>
<td>522,047</td>
<td>77,953</td>
<td></td>
</tr>
<tr>
<td>Net result</td>
<td>600,000</td>
<td>522,047</td>
<td>77,953</td>
<td></td>
</tr>
</tbody>
</table>

The broker fees and insurance premiums quoted/recommended by the preferred tenderer JLT for the 2020-2021 year (including the MAV LMI scheme) are within the insurance budget for that period. The broker fees and insurance premiums quoted by AON (including the MAV LMI scheme) exceeded Councils budget.

Environmental implications

There are no environmental implications identified.

Sustainability implications

There are no sustainability implications identified.

Social / cultural implications

Policies include public liability insurance which covers our community where they or their property has received an injury or damage on/from Council owned and maintained property or plant.

Legislative implications


8.11 - Insurance tender and renewal (cont’d)

It is a requirement of section 101(1)(b) of the *Local Government Act 2020* that financial risks must be monitored and managed prudently having regard to economic circumstances.

By undertaking the tender process, Council has complied with the purchasing requirements set out in section 186 of the *Local Government Act 1989*.

**Community engagement and internal consultation**

Research was conducted by Procurement Australia on behalf of Council. Consultation has also occurred with other regional councils to understand the current insurance renewals market for the 2020-2021 year.

**Options for consideration**

1. **Do nothing** – not recommended as Council’s insurance will lapse and Council will be in breach of section 101B of the *Local Government Act 2020*.

2. **Accept the recommendation and award the tender and approve the renewal of the MAV LMI scheme and Commercial Crime policies.**

**Conclusion**

The process undertaken by Procurement Australia has ensured that the best possible outcome for the supply of insurance broking and policies has been achieved. The quoted price from the preferred tenderer for brokerage and insurance premiums together with the MAV LMI scheme is within the budget for the 2020-2021 financial year.

Accordingly, it is recommended that Council pursue option 2.

**Attachments**

Nil

**Tabled papers**

Nil

**Declaration of conflict of interests**

Under section 80C of the *Local Government Act 1989* officers providing advice to the council must disclose any interests, including the type of interest.

Director Finance and Systems - Narelle Klein
In providing this advice, I have no interests to disclose in this report.

Risk & Assurance Officer - Sheree Feuerherdt
In providing this advice as the report author, I have no interests to disclose in this report.
An amended officer recommendation was tabled at the meeting, which read:

**Recommendation**

That:

1. The tender from Jardine Lloyd Thompson Pty Ltd for insurance broking services and insurance premiums, excluding the Commercial Crime policy, be accepted as the successful tenderer in the tender process managed by Procurement Australia on Council’s behalf;
2. The total amount of the contract with Jardine Lloyd Thompson Pty Ltd for insurance policies and brokerage for the 2020-2021 year be $248,060;
3. The payment of $272,897 for the renewal of Council’s public liability insurance policy for 2020-2021 through the MAV LMI scheme, be approved; and
4. The renewal of Council’s commercial crime policy be renewed under delegation.

**Motion**

Crs Brian Mitchell / Kat Bennett

That the recommendation be adopted.

Carried unanimously

The amended officer recommendation was accompanied by the following officer advice:

Due to Covid-19 delays experienced in receiving the Municipal Association of Victoria’s invoice for the Local Government Liability Mutual Scheme renewal for the 2020-2021 year, an estimate was included in the report included in the Council Agenda. The actual invoice was only just received on Saturday June 27, 2020 and the amount due is $272,897, which is $7,058 more than the amount included in the report. Despite this small increase in premium, the total cost of the MAV LMI insurance is substantially less than the alternative policy submitted during the tender process and therefore remains the best value for money for Council.

In addition, Council has not yet received the MAV Commercial Crime renewal invoice, therefore the indicative price provided by MAV of $8,148 may actually be slightly higher when received. The price of the MAV Commercial Crime insurance policy is substantially lower than the alternative policies submitted through the tender process. Therefore renewing the Commercial Crime Insurance policy remains the best value for money for Council. It is recommended, due to the cost of this policy being well below the CEO’s delegation, that once the renewal notice is received by Council it be renewed under delegation.
8.12 - Procurement Policy review

Purpose of report

To review and update the Procurement Policy which will direct and assist staff in ensuring the council’s procurement practices are efficient, clearly defined and deliver value for money in accordance with legislation and best practice.

Background

The Procurement Policy must be reviewed by council at least once in each financial year as per section 186A of the Local Government Act 1989. The Procurement Policy was last reviewed at the council meeting on June 24, 2019.

Further improvements have been made to the policy this year with the addition of council guidelines that informs the community of how variations are managed at council, and additional procurement planning information.

The ‘benefit to the local region’ principle was introduced in the 2016 Procurement Policy. This is a mandatory criterion with a weighting of 10% which is applied to all tenders and quotations issued. The criteria ‘benefit to the local region’ consists of four questions which are outlined in the graph below and each respondent is required to provide council with information that addresses each question. The graph below also details the benefit that the local region has achieved for contracts awarded in the 2019-2020 financial year to date.

<table>
<thead>
<tr>
<th>Benefits to the local region</th>
<th>2018-19</th>
<th>2019-2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>Local sponsorship partnerships</td>
<td>87</td>
<td>80</td>
</tr>
<tr>
<td>Materials, plant &amp; equipment based in Wodonga/Albury region</td>
<td>90</td>
<td>85</td>
</tr>
<tr>
<td>Staff based in Wodonga/Albury</td>
<td>90</td>
<td>99</td>
</tr>
<tr>
<td>Employment and training opportunities</td>
<td>4</td>
<td>5</td>
</tr>
</tbody>
</table>

Social procurement outcomes are reported to council on an annual basis. Key actions completed to date are as follows:

- Council set a target for expenditure with local social enterprises of 0.1% of rateable income in the 2016-2017 budget, growing by 0.1% each financial year to reach 0.5% in 2020-2021;
- Training on social procurement is ongoing;
- The graph below shows council total expenditure of $102,319 with local social enterprises in the 2019-2020 financial year to date.
The following projects have been awarded to a social enterprise who operate programs that aim to help disadvantaged people get a better chance in the job market:

- W1782-19Q – Panel of providers for Infrastructure requirements for various events - Worktrainers LTD t/as GAME Traffic & Contracting - $37,500.
- W1897-19Q - Telstra conduits cross House Creek at Lawrence Street - UTILSTRA PTY LTD subcontracting to Worktrainers LTD t/as GAME Traffic & Contracting – $59,400.
- Traffic management services for the Upstream - Worktrainers Ltd t/as GAME Traffic and Contracting – Value $2,694.00;
- Traffic management services control for Children’s Fair - Worktrainers Ltd t/as GAME Traffic and Contracting - Value $2,725.00;

Procurement through social enterprises is lower than target this year predominantly due to COVID-19 closures reducing opportunities for this type of expenditure, and will be a focus for contract managers in 2020-2021.

**Local Government Act 2020**

The provisions of the Victorian *Local Government Act 2020* that are applicable to procurement apply from 1 July 2021. The act prescribes that the procurement policy must be updated within 6 months of its commencement, being 31 December 2021. This review has therefore been conducted under the requirements of the *Local Government Act 1989*. The *Local Government Act 2020* will give council greater freedom to determine its own procurement policy, rather than the more prescriptive 1989 provisions.

Over the next 12 months, council will review the Procurement Policy in relation to the *Local Government Act 2020*, and associated directives, guidelines and templates.
Council Plan

<table>
<thead>
<tr>
<th>Strategic objective</th>
<th>Strategy areas</th>
<th>Actions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Provide strong leadership and governance, demonstrating excellence in the way we do business by being innovative, responsive and transparent. We will be accountable and steward the organisation with the highest regard.</td>
<td>Financial management</td>
<td>Maintain accountable and transparent financial practices</td>
</tr>
</tbody>
</table>

Council policy / strategy implications

This package aims to establish clear council policy in the area of procurement.

Risk management implications

<table>
<thead>
<tr>
<th>Risk description</th>
<th>C’quence</th>
<th>L’hood</th>
<th>Rating</th>
<th>Controls &amp; treatments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Purchasing practices non-compliant with legislation</td>
<td>3</td>
<td>D</td>
<td>M</td>
<td>Adopt attached policy</td>
</tr>
<tr>
<td>A risk that council is not engaging with a diverse range of suppliers</td>
<td>3</td>
<td>C</td>
<td>S</td>
<td>Develop joint ventures with a diverse range of suppliers in our community including social enterprises to achieve social outcomes</td>
</tr>
</tbody>
</table>

Financial implications

No direct financial impact will result from this review.

Environmental implications

The environment should benefit from greater focus on sustainable purchasing which is clearly outlined as a guiding principle in the policy.

Sustainability implications

Sustainable purchasing is clearly outlined as a guiding principle in the policy.

Social / cultural implications

Enhancing procurement practices through better policy should provide social benefits including:

- Helping to develop a broad, diverse and flexible supplier market;
- Leadership role played by the council in promoting the importance of good procurement practices;
- Council achieving savings by improving competition in the supplier market;
- Creating a level playing field for all suppliers – including social enterprises, Indigenous businesses, minority owned businesses and volunteer...
organisations, - ensures that council’s supply market remains dynamic, diverse and more competitive in the long-term;

- Greater employment and training opportunities can help to ensure the work readiness of local residents; and
- Social procurement fosters a new social economy that encourages local involvement.

Legislative implications

It is a requirement of section 186A of the Local Government Act 1989 to review the procurement policy on an annual basis.

Options for consideration

1. Do nothing – not recommended.

2. Approve the attached policy for council adoption – recommended.

Conclusion

The Procurement Policy must be reviewed by council on an annual basis and the existing Procurement Policy meets all requirements. It is recommended that it be retained with the inclusions noted in this report. Council will continue to work on the effects of the Local Government Act 2020 to ensure the policy is updated within the specified time that the new procurement provisions take effect.

Attachments

The following documents are attached to this report:

- Attachment A: Procurement Policy

Tabled papers

Nil

Declaration of conflict of interests

Under section 80C of the Local Government Act 1989 officers providing advice to the council must disclose any interests, including the type of interest.

Director Finance and Systems - Narelle Klein
In providing this advice, I have no interests to disclose in this report.

Manager Finance - Nicola Gleeson Coopes
In providing this advice as the report author, I have no interests to disclose in this report.
Ordinary meeting – June 29, 2020

Officers reports for determination

<table>
<thead>
<tr>
<th>Finance and Systems</th>
</tr>
</thead>
</table>

### 8.12 - Procurement Policy review (cont’d)

Procurement coordinator - Alison Hughes  
In providing this advice as the report author, I have no interests to disclose in this report.

Team Leader The Cube Wodonga - Rebecca Bennell  
In providing this advice as the report author, I have no interests to disclose in this report.

<table>
<thead>
<tr>
<th>Recommendation</th>
</tr>
</thead>
</table>

That following the annual review of the *Procurement Policy*, the attached policy be adopted.

<table>
<thead>
<tr>
<th>Motion</th>
</tr>
</thead>
</table>

Crs Ron Mildren / Danny Lowe  
That the recommendation be adopted.  

*Carried unanimously*
8.13 - Community Impact Grants

Purpose of report

To seek the council’s determination on applications submitted in the February 2020 round of the:

- Community Impact Grant Program;
- Community Impact Infrastructure Grant Program; and
- Community Impact Partnership Program.

Background

Wodonga Council’s Community Impact and Community Partnership grants programs were introduced in 2015 to support eligible community organisations and groups for projects, programs, events and activities that meet the social, cultural, economic, and environmental needs of Wodonga residents.

A new grants program, The Community Impact Infrastructure Grants, was introduced this round to assist community groups improve and build new infrastructure. The annual funding available for this category is $40,000, sourced from a $40,000 reduction in funds available under the Community Impact Grants Program.

The February grants were assessed in early March, however seeking council’s determination and the awarding of funds was postponed due to Covid-19.

Local community groups and organisations have been severely impacted by Covid-19. Economic and public health measures have constrained fundraising and the availability of volunteers, on whom these groups depend. Continuing to support these groups to deliver programs, where safe to do so, will help build their capacity through these challenging and unprecedented times.

Included in the funding agreement is a condition that all activities must be performed in accordance with the current Covid-19 restrictions. All grant applicants awarded in this grants round will be provided with a copy of the current social-distancing and travel restrictions as advised from The Victorian Department of Human Services. Furthermore, regular contact will be made by the grants officer and relevant staff to track the progress of the projects to encourage community groups to abide by current restrictions.

Grants Categories

The Community Impact Grants are a funding program, awarded twice a year, that provide direct financial contributions up to $3,000 to eligible organisations or groups towards a program, service or event that will benefit the community. The community impact grants are awarded under four categories:

- Building stronger communities
8.13 - Community Impact Grants (cont’d)

- Environmental sustainability
- Community events
- Arts and culture

The Community Impact Infrastructure Grants are a funding program, awarded twice a year that provide direct financial contributions up to $10,000 to eligible organisations or groups for projects that build new infrastructure, improve existing community infrastructure and improve accessibility of community facilities in response to community need.

The Community Partnership Grants are a funding program that provides direct financial contributions, up to $10,000 for three years, to organisations or groups towards a program or services through memorandums of understanding or contractual agreements. These agreements are over one, two or three years.

All community grants are subjected to an independent quantitative assessment by a minimum of four assessors and subsequent discussion at a panel assessment meeting. Recommendations are then provided to the council for their determination.

There are two grant rounds administered per year in February and July.

February 2020 grant round

In the February 2020 grant round 11 organisations applied for funding through the Community Impact Grants Program, 8 organisations applied for funding through the Community Impact Infrastructure Grants Program and 3 organisations applied for funding through the Community Impact Partnership Grants Program.

Assessment Process

All community grants are independently appraised, by a minimum of five council managers, with diverse expertise against quantitative assessment criteria.

After each reviewer has independently made their assessment a group panel meeting is then held to determine funding recommendations. Recommendations are then provided to the council for their determination.

Council Plan

<table>
<thead>
<tr>
<th>Strategic objective</th>
<th>Strategy areas</th>
<th>Actions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Create a city that is well-connected, informed and engaged, which supports people to meet, participate and move safely and easily to access services and opportunities.</td>
<td>Inclusion, participation and access.</td>
<td>Support local organisations through the provision of a community grants program to assist groups to meet identified community needs.</td>
</tr>
</tbody>
</table>
Council policy / strategy implications
The community grants program has been developed to align with the Council Plan, Municipal Public Health and Wellbeing Plan, the revisited Community Vision 2033 and relevant adopted strategies and plans of the council.

Risk management implications

<table>
<thead>
<tr>
<th>Risk description</th>
<th>C’quence</th>
<th>L’hood</th>
<th>Rating</th>
<th>Controls &amp; treatments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Applicants disagree with grant outcomes.</td>
<td>4</td>
<td>C</td>
<td>M</td>
<td>Policy and guidelines provide consistent and transparent process for decision making.</td>
</tr>
<tr>
<td>Community approach councillors / council officers directly for financial assistance.</td>
<td>4</td>
<td>C</td>
<td>M</td>
<td>Policy and guidelines provide information regarding the relevant process to inform community of eligibility and application process and timelines.</td>
</tr>
<tr>
<td>Grant funds are used in a way that is detrimental to the public interest or to council’s reputation.</td>
<td>3</td>
<td>C</td>
<td>S</td>
<td>Council’s policy provides a position on appropriate grant activities.</td>
</tr>
</tbody>
</table>

Financial implications

<table>
<thead>
<tr>
<th>Grant program</th>
<th>2019-2020 approved budget $</th>
<th>YTD actuals $</th>
<th>YTD Remaining funds $</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community Impact Grants</td>
<td>$60,000</td>
<td>$22,221</td>
<td>$37,779</td>
</tr>
<tr>
<td>Community Impact Infrastructure Grants</td>
<td>$40,000</td>
<td>N/A</td>
<td>$40,000</td>
</tr>
<tr>
<td>Community Impact Partnership Grants</td>
<td>$50,000</td>
<td>$31,654</td>
<td>$18,346</td>
</tr>
</tbody>
</table>

February 2020 Round

<table>
<thead>
<tr>
<th>Grant program</th>
<th>Available funds $</th>
<th>Total Requested</th>
<th>Panel Recommendation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community Impact Grants</td>
<td>$37,779</td>
<td>$30,584</td>
<td>$20,730</td>
</tr>
<tr>
<td>Community Impact Infrastructure Grants</td>
<td>$40,000</td>
<td>$60,381</td>
<td>$46,900</td>
</tr>
<tr>
<td>Community Impact Partnership Grants</td>
<td>$18,346</td>
<td>$23,000</td>
<td>$10,000</td>
</tr>
</tbody>
</table>
The panel recommends allocating the unused funding from the Community Impact Grants category to cover the outstanding $6,900 in the Community Impact Infrastructure Grants category.

**Community Impact partnership grants**

In total $23,000.00 was requested in the 1st year with $16,800.00 being requested in the 2nd year and $10,000.00 in the 3rd year. The panel recommends funding one of these requests, with the total for the 1st year being $10,000.00, the total for the 2nd year being $6,800.00 and no further funding for the 3rd year.

The funding recommendations for 2019-2020 financial year are within budget.

It is important to note that investment into the community (across all categories) of volunteer hours, in-kind contributions and other project funding sources make many of the proposed projects viable.

The events that are funded through this grant program that attract visitors from outside the region, contribute to economic stimulus, as well as promote Wodonga as a tourist and major event destination.

**Environmental implications**

Positive environmental benefits are expected through the provision of the environmental sustainability community grants, this includes:

- Create long-term benefit to Wodonga’s environment.
- Be sustainable and not rely on council’s ongoing maintenance or upkeep.
- Raise awareness and understanding of environmental sustainability issues.

**Sustainability implications**

Funding applications have been assessed on their sustainability. Projects were recommended if panel believed they would not rely on ongoing funding from council.

**Social / cultural implications**

N/A

**Legislative implications**

Section 195A of the Act.
Section 3C (1), 3C (2) (b), 3D (2) (c), of the Act.

**Community engagement and internal consultation**

As outlined in the assessment process of this report, an assessment panel of council managers are bought together each round to assess the applications. Managers are
chosen from areas that relate to the applications in order to draw on their experience and expertise in these areas.

Options for consideration

1. Do nothing.
2. Approve all of the Community Grant recommendations as listed.
3. Decline or amend the Community Grant recommendations.

Conclusion

The community grants support a diverse range of community organisations to develop a range of innovative ideas, projects and events, improve the skills of the community, enrich our arts and culture, create environmental benefit and drive economic growth of the city.

The community grants are competitive, subjected to a rigorous process and give significant consideration to the benefits for the community. Through providing seed funding to community organisations the panel anticipates meaningful benefits to a diverse range of people in Wodonga through economic, social and environmental impacts.

Attachments

The following documents are attached to this report:

- Attachment A: Community Impact Grants - Panel Recommendations
- Attachment B: Community Impact Infrastructure Grants - Panel Recommendations
- Attachment C: Community Impact Partnership Program - Panel Recommendations

Tabled papers

Nil

Declaration of conflict of interests

Under section 80C of the Local Government Act 1989 officers providing advice to the council must disclose any interests, including the type of interest.

Director Community Development - Simone Hogg
In providing this advice, I have no interests to disclose in this report.

Community Development Officer - Nicole Weyandt
8 - Officers reports for determination

Community Development

8.13 - Community Impact Grants (cont’d)

In providing this advice as the report author, I have no interests to disclose in this report.

<table>
<thead>
<tr>
<th>Recommendation</th>
</tr>
</thead>
<tbody>
<tr>
<td>That the council make a determination of the:</td>
</tr>
<tr>
<td>• Community impact grants;</td>
</tr>
<tr>
<td>• Community impact infrastructure grants; and</td>
</tr>
<tr>
<td>• Community impact partnership program grant applications.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Motion</th>
</tr>
</thead>
<tbody>
<tr>
<td>Crs Brian Mitchell / John Watson</td>
</tr>
</tbody>
</table>

That:

1. The recommendations of the assessment panel for the awarding of Community Impact Grants, as detailed in attachment A, be approved; and

2. The recommendations of the assessment panel for the awarding of Community Impact Infrastructure Grants, as detailed in attachment B, be approved.

3. The recommendations of the assessment panel for the awarding of Community Impact Partnership Grants, as detailed in attachment C, be approved.

Carried unanimously

Conflict of interest disclosures

Prior to the commencement of item 8.13 Crs Bennett and Mildren each disclosed a conflict of interest in that item, the details of which are recorded in these minutes at item 5.

Crs Bennett and Mildren left the meeting at 6.50pm. Crs Bennett and Mildren returned to the meeting room at 6.55pm after the resolution for item 8.13 was carried.
8.14 - Planning Scheme Amendments C133 & C135 - Update

Purpose of report

To provide an update to the Council on the status of two recent Planning Scheme Amendments (C133 and C135) and to seek the Council’s endorsement of the minor changes made to these Amendments subsequent to the Council’s resolution at the March 2020 Council meeting.

These Amendments are:

- C133 Correction to Wodonga Planning Scheme - Mapping and Ordinance Irregularities and Anomalies; and
- C135 Riverside Estate

Background

Purposes of the amendments

C133: To undertake an anomaly amendment to make a number of policy neutral fix ups and mapping corrections to the Wodonga Planning Scheme.

C135: To facilitate Riverside Estate’s continuous development by rezoning or carrying out zone boundary realignment for a number of land parcels in the Riverside Estate. These amendment items require a “full exhibition” planning scheme amendment to take effect.

Status of the amendments

As part of the Amendment preparation process, there were changes made to both the amendments subsequent to the Council resolutions in March 2020. The changes made are considered minor and technical in nature, with details of the changes made and the reasons for the changes to be made provided below.

C133:

- The Amendment was first reported to council as Amendment C128 in August 2019 for resolution to seek authorisation from the Minister for Planning.
- The Amendment was further reported in March 2020, to update the Council on its status, to advise the Council of some additional items added to the Amendment, and to seek a resolution to progress the Amendment.
- Council resolution was received in March 2020, followed by officers’ submission to the Minister for Planning for Authorisation.
- A conditional Authorisation was obtained from in May 6, 2020.
- The conditions required some editorial changes to be made to the draft Explanatory Report (endorsed by the Council as part of the March council
meeting report), to ensure the Explanatory Report and the amendment mappings are consistent. No changes was required to the mappings.

- The changes made to the Explanatory Report are considered as minor and administrative in nature, and regarded as editorial changes and are in line with the purpose of Amendment C133. The changes are considered essential to ensure the Explanatory Report and mappings are consistent (Attachment A for the updated Explanatory Report).

- The Minister for Planning considered the minor changes made by officers were satisfactory and authorisation is now considered granted.

- Once this proposed changes is accepted by the Council, officers will proceed to the next stage of the Amendment.

C135:

- The amendment was reported to the Council in March 2020, with a resolution received to progress the Amendment.

- Subsequently, further discussions between council and the Riverside Estate’s developer took place from March to June 2020, to discuss the details of the proposed Amendment items.

- An agreement between council and the developer was reached in June 2020 for a small land parcel in the Riverside Estate to be included in the Amendment.

- The proposed inclusion of this additional land parcel is considered a minor change to the original Amendment proposal, which will result in a zone boundary realignment to an area of approx. 480 sq.m., to avoid three residential lots from locating across two zones (see Attachment B for details). The inclusion of this item is considered in line with the purpose of Amendment C135.

- Once this proposed change is accepted by council, officers will proceed to seek Authorisation from the Minister for Planning.

Given the Council’s resolutions provided no provisions for minor changes to be made to the Amendment documents prepared by officers, or for additional items to be included in the Amendments subsequent to the council meeting, officers sought legal advice which has recommended that officers provide an update to the Council on the status of these amendments.
Council Plan

<table>
<thead>
<tr>
<th>Strategic objective</th>
<th>Strategy areas</th>
</tr>
</thead>
<tbody>
<tr>
<td>Protect, enhance and manage our unique natural and built environments, planning for growth, demonstrating leadership and stewardship now and into the future.</td>
<td>Land use planning</td>
</tr>
</tbody>
</table>

Council policy / strategy implications

As the Responsible Authority, the Council is required to maintain its Planning Scheme (Section 4 of the Act) for the purposes of achieving the objectives of planning in Victoria, by providing for fair, economic and sustainable use and development of land, and facilitating development in accordance with the objectives of planning in Victoria.

Section 12 of the Planning and Environment Act 1987 also requires that Council as the Planning Authority, prepares any planning scheme amendments to assist it in maintaining its planning scheme and to implement the objectives of planning within the state.

Risk management implications

<table>
<thead>
<tr>
<th>Risk description</th>
<th>C’quence</th>
<th>L’hood</th>
<th>Rating</th>
<th>Controls &amp; treatments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Council does not accept the changes made to the planning scheme amendments and leads to the inability for council to improve the planning scheme via C133 and to facilitate continuous residential development via C135.</td>
<td>3</td>
<td>B</td>
<td>S</td>
<td>Officers consider the changes sought are minor in nature and recommend council accept the changes to the planning scheme amendments.</td>
</tr>
</tbody>
</table>

Financial implications

There are no financial implications as a result of the matters raised in this report.

Environmental implications

There are no environmental implications as a result of the matters raised in this report.

Sustainability implications

There are no sustainability implications as a result of the matters raised in this report.

Social / cultural implications

There is no social/ cultural implications as a result of the matters raised in this report.
Legislative implications

The Council’s resolutions provided no provisions for minor changes to be made to the Amendment documents by officers, or for additional items to be included in the Amendments, subsequent to the council meeting.

External legal advice recommended that it is appropriate and best practice for officers to provide an update to the Council on the status of these amendments and to seek a Council resolution to implement the minor changes as proposed.

There are no legislative implications as a result of the matters raised in this report.

Community engagement and internal consultation

C133: Exhibition of the Amendment is sought in accordance with Section 20 “Exemptions from giving notice” of the Act. Limited exhibition means that submissions of objection cannot be made in regard to the amendment unless the Minister has not exempted notice. This approach is considered appropriate for this Amendment, which is of policy neutral nature.

C135: The proposed Amendment will be undertaken in accordance with Section 8(A) and Section 19 of the Act “What notice of an amendment must a planning authority give?” Formal exhibition of the amendment is proposed as the appropriate approach for the matters included in this amendment.

Options for consideration

Option 1 – Do nothing
This is not recommended, as this will impose risks and uncertainty to both Amendments C133 and C135.

Option 2 – Approve changes
- Approve the editorial changes made to the Explanatory Report of Amendment C133 as requested by the Minister for Planning;
- Approve the inclusion of an additional land parcel to Amendment C135;
- Endorse officers to continue to proceed with the Amendment C133 and Amendment C135; and
- Authorise the Director Planning and Infrastructure to make minor editorial changes to the Amendment documentation and to fulfil any conditions of authorisation, if required, prior to public exhibition of Amendment C135.

This is the recommended option, as this ensures the planning scheme amendment process meets the expectations and the requirements of both the Local Government Act and the Planning & Environment Act.
Conclusion

This report updates the Council on status of the Amendment C133 and Amendment C135 and confirms that some minor changes have been made to the Amendments since it was reported to the Council in March 2020.

The changes made to the Amendments were considered minor in nature, as required by the Authorisation conditions by the Minister for Planning, or as a result of the ongoing discussion between council officers and the developer.

The changes made to the Amendments are in line with the objectives of both the Amendments.
It is recommended that the Council endorse the changes made to the Amendments by officers, and continue to proceed with the Amendments.

Attachments

The following documents are attached to this report:
- Attachment A: Updated C133 Explanatory Report
- Attachment B: C135 proposed new amendment item

Tabled papers

Nil

Declaration of conflict of interests

Under section 80C of the Local Government Act 1989 officers providing advice to the council must disclose any interests, including the type of interest.

Director Planning and Infrastructure - Leon Schultz
In providing this advice, I have no interests to disclose in this report.

Manager Planning and Building - John Sidgwick
In providing this advice, I have no interests to disclose in this report.

Team Leader Strategic Planning - Kenneth Chan
In providing this advice as the report author, I have no interests to disclose in this report.
**Recommendation**

That:

1. The editorial changes made to the Explanatory Report of Amendment C133 as requested by the Minister for Planning be approved;

2. The inclusion of an additional land parcel to Amendment C135 be approved;

3. Officers be authorised to continue to proceed with the Amendment C133 and Amendment C135; and

4. For Amendment C135, the Director Planning and Infrastructure be authorised to make minor editorial changes to the Amendment documentation and to fulfil any conditions of authorisation prior to public exhibition if required.

**Motion**

Crs Kat Bennett / Danny Lowe

That the recommendation be adopted.

Carried unanimously

**Conflict of interest disclosure**

*Prior to the commencement of item 8.14 Cr Mildren disclosed a conflict of interest in that item, the details of which are recorded in these minutes at item 5.*

*Cr Mildren left the meeting at 6.56pm. Cr Mildren returned to the meeting room at 6.59pm after the resolution for item 8.14 was carried.*
8.15 - Divestment of vacant industrial land Lot 2 PS533379

Purpose of report

This report seeks approval to commence an Expression of Interest (EOI) process for the sale of vacant industrial land, Lot 2 PS533379 (attachment A) on the Kiewa Valley Highway.

Background

The council owns 36.8 ha of Industrial 1 zoned land to the south west of the former saleyards site, separated by the old railway line corridor owned by VicTrack (attachment A). The land has direct road access from the Kiewa Valley Highway and neighbours, Rocla concrete pipe manufacturer to the north east of the site. There is a nature reserve running along the south east boundary.

Lot 2 is in close proximity to the expanding Riverside residential estate, Department of Defence – Wadsworth Barracks and Middle Creek native reserve which is part of the WREN network. It is also within Wodonga’s Baranduda Leneva growth corridor, an area identified for residential, commercial and community development.

At the April 18, 2016 Ordinary council meeting a report was presented that dealt with two lots of land:

Lot 1 Saleyards site; and
Lot 2 PS533379 (the subject of this report).

At this meeting the council resolved that:

1. An Expression of Interest process for the sale of Wodonga’s old saleyards site and adjoining industrial land at Bandiana be commenced immediately; and

2. Should the Expression of Interest process not successfully secure a sale, Lot 1 and 2 be listed for sale on the open market.

Following this resolution, during June and July 2016, the Council undertook a comprehensive expression of interest process for the sale of Wodonga’s former saleyards site and Lot 2 PS533379.

While this EOI was advertised widely (including nationally) this process only resulted in the sale of the former saleyards site (which is due to settle in August 2020), however, no interest was shown in Lot 2 PS533379 and as a result the site has remained vacant.

Current situation

The vacant land is currently used for grazing purposes with the need to provide one month notice period to terminate the licence should council resolve in the future, to sell the land.
The parcel of land represents an opportunity for future development of business and expanding industry sectors.

Council has recently had some interest in Lot 2 PS533379 from investors. As a result, it is recommended to undertake an expression of interest process to identify the level of interest from any prospective purchasers.

The resolution of April 2016 authorised Council to list Lot 2 on the open market if the EOI (conducted in 2016) did not secure a sale of the land. Further to this resolution, Council could place a marketing board on the property and seek interested parties to submit an offer by a date and time. This would enable Council to receive offers by a deadline, which could then be further negotiated, and then put to Council for consideration. However, the resolution was four years ago and has been partially actioned. It is prudent that this development is now bought back to council for determination.

Additionally, one of the benefits of an EOI process compared with an open market process is that an EOI process provides transparency in terms of evaluation criteria and therefore a greater protection for Council as to why a proponent has been selected under the EOI process.

This transparency then makes it easier for Council to deal with submissions under the s223 process where a submitter seeks to put forward an alternate proposal.

**Council Plan**

<table>
<thead>
<tr>
<th>Strategic objective</th>
<th>Strategy areas</th>
<th>Actions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advance our position as a leading regional city, fostering opportunities for development and jobs, and building a destination that offers a variety of experiences, recognising our rich and diverse history and culture.</td>
<td>Business and investment</td>
<td>Continue to attract new and diverse business to Wodonga</td>
</tr>
</tbody>
</table>

**Council policy / strategy implications**

Council’s current Property Divestment Policy outlines that considerations of a sound divestment strategy includes:

- Identification of current and potential future usage;
- Facilitating investment and positive economic development outcomes;
- Economic development promotion; and,
- Favorable financial and strategic outcomes.

A decision to seek expressions of interest with a potential future sale will support these key priorities for business growth and investment attraction in the Baranduda Leneva corridor. It will also give clarity for future investment enquiries from developers.
Under the Wodonga Planning Scheme, the land is zoned Industrial 1.

**Risk management implications**

<table>
<thead>
<tr>
<th>Risk description</th>
<th>C’quence</th>
<th>L’hood</th>
<th>Rating</th>
<th>Controls &amp; treatments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lot 2 is advertised through an EOI process with no interest for purchase or development.</td>
<td>4</td>
<td>C</td>
<td>M</td>
<td>Follow up existing leads.</td>
</tr>
<tr>
<td>Process challenged</td>
<td>2</td>
<td>D</td>
<td>S</td>
<td>Seek legal advice on EOI documentation.</td>
</tr>
<tr>
<td>Council does not resolve to take land to EOI process</td>
<td>4</td>
<td>C</td>
<td>M</td>
<td>Explore options for divestment of this land.</td>
</tr>
</tbody>
</table>

**Financial implications**

There will be costs associated with the EOI process, such as legal and marketing but these are estimated to be insignificant and are budgeted for in the property business unit.

**Environmental implications**

Environmental impacts were considered prior to zoning the Industrial 1 land. The parcels interfaces directly with the Middle Creek native reserve and future development would require a small buffer zone (internal road or vegetation buffer) on the boundary in the industrial land and native reserve.

**Sustainability implications**

Any sustainable implications would be considered as part of the EOI process.

**Social / cultural implications**

A cultural heritage overlay covers approximately one third of Lot 2 running parallel with the native reserve. There is also another area of cultural significance that sits just outside the main overlay area on Lot 2. Any development would be required to consider the cultural significance and seek appropriate cultural heritage advice.

The divestment of surplus land has the potential to result in further development, offering opportunities for increased employment and positive economic impact. However it is important for the community that a process to divest of council owned land in undertaken in an open, fair and transparent manner. An EOI meets this level of expectation.

**Legislative implications**

The Council is required under the *Local Government Act, 1989* (the Act) to undertake processes before selling public land.
### 8.15 - Divestment of vacant industrial land Lot 2 PS533379 (cont’d)

These requirements are set out in sections 189 and 223 of the Act.

**Community engagement and internal consultation**

Public notification of the proposed Expression of Interest will be advertised widely and be in line with relevant policies and legislation.

**Options for consideration**

Option 1 – Do nothing.

Council has both an adopted divestment policy and objectives within the council plan that shows intent to divest of surplus land and to support the attraction of new or expanding businesses. A transparent process assists council to determine potential interest in purchasing the land and informs future decision making regarding the selling of the land.

Option 2 – Undertake an expression of interest process to identify any potential interest in the land Lot 2 PS533379.

An EOI allows the council to control the process, consider the economic, social and environmental benefits and negotiate a land price with a preferred bidder. An EOI provides opportunity for innovative development and increased industry land development options whilst maximising land prices.

**Conclusion**

Wodonga Council has appropriately zoned industrial land vacant in the Baranduda Leneva growth corridor. An EOI process provides the council with the opportunity to seek interest in the divestment of this land for development in a manner that is fair and transparent.

The council can play a leadership role by controlling a process that is strategic and innovative while working collaboratively with any prospective buyer for the best economic, social and environmental outcomes.

**Attachments**

The following documents are attached to this report:
- Attachment A: Aerial Map - Lot 2 PS533379
- Attachment B: Title Plan - Lot 2 PS533379

**Tabled papers**

Nil
8.15 - Divestment of vacant industrial land Lot 2 PS533379 (cont’d)

Declaration of conflict of interests

Under section 80C of the Local Government Act 1989 officers providing advice to the council must disclose any interests, including the type of interest.

Deputy Chief Executive Officer - Debra Mudra
In providing this advice, I have no interests to disclose in this report.

Manager Investment Attraction and Economic Development - Adam Wiseman
In providing this advice, I have no interests to disclose in this report.

Property Officer - April Lampe
In providing this advice as the report author, I have no interests to disclose in this report.

Recommendation

That:

1. An Expression of Interest process for the sale of Lot 2 PS533379 be commenced immediately; and

2. Should the Expression of Interest process not successfully secure a sale, Lot 2 PS533379 be listed for sale on the open market.

Motion

Crs Kat Bennett / John Watson

That:

1. An Expression of Interest process for the sale of Lot 2 PS533379 be commenced immediately; and

2. Should the Expression of Interest process not successfully secure a sale, Lot 2 PS533379 be listed for sale on the open market through a licensed agent.

Division

A division was called.
Councillors Hall, Bennett, Speedie, Lowe, Watson and Mildren voted for the motion. Councillor Mitchell voted against the motion.

Carried
Purpose of report

The purpose of this report is to present to the Council the submission received in response to the public notification to sell land at LOGIC and to seek a resolution from the Council to enter into a Contract of Sale with Wodonga Solar Pty Ltd to purchase the land on the corner of Tom Tanners Road and Eames Road, and 226 Lady Franklin Road, Barnawartha North, Victoria 3691, which is Part Lot C on PS726961S and Crown Allotment 3B on TP709965S.

Background

At its Special Meeting held on 20 December 2019, and under confidential business, the Council resolved as follows:

1. The Council notes and receives the revised offer from Wodonga Solar Pty Ltd in the sum of $3.5 million plus GST to purchase the land on the corner of Tom Tanners Road and Eames Road, and 226 Lady Franklin Road, Barnawartha North, Victoria 3691, which is Part Lot C on PS726961S and Crown Allotment 3B on TP709965S (“the site”).

2. The Council resolves to accept the revised offer and to sell the site to Wodonga Solar Power Pty Ltd in the sum of $3.5 million plus GST, subject to its consideration of submissions received under s 223 of the Local Government Act 1989 (“the Act”).

3. As a consequence of Item 1 and 2 (above), the Council resolves not to actively market the site for sale to potential solar plant operators/investors.

4. In accordance with sections 189 and 223 of the Act public notice be given in the Border Mail of the intention to sell the site to Wodonga Solar Pty Ltd for a purchase price of $3.5 million.

5. Prior to the council issuing a public notice of its intention to sell the land to Wodonga Solar Power Pty Ltd, the Chief Executive Officer be authorised to negotiate and to reach general agreement (via a heads of agreement) on the following terms and conditions, to be included within the public notice and sales Contract:

   a) The sale price to be $3.5 million excluding GST.
   b) The Contract of Sale to be concluded and signed within 60 days of the conclusion of the section 223 process.
   c) Settlement is due within 90 days of signing the Contract of Sale.

6. The public notice shall stipulate that persons may make a submission on the proposed sale in accordance with section 223 of the Act and that written submissions be received on or before a date that is at least 28 days after the publication of the notice.
7. The Chief Executive Officer be authorised to undertake the administrative procedures necessary to enable Council to carry out its functions under section 223 of the Act in relation to this matter.

8. That at the conclusion of the section 223 process:
   
a) A special meeting of Council be convened on a date to be determined to hear from any person or persons who request to be heard in support of a section 223 written submission; and
b) A report on any section 223 submissions received by Council along with a summary of any hearings held, be provided to the next ordinary meeting of Council.

9. The Council resolves that this resolution is not confidential and will be released publicly.

**Division**
A division was called.
Councillors Mitchell, Lowe, Speedie and Watson voted for the motion.
Councillors Mildren and Hall voted against the motion.

**Carried**

The public notice was placed in the Border Mail on Saturday, 25 April 2020, with submissions required by 5:00pm on Friday, 23 May 2020.

One submission was received by the said time and date (refer to Attachment A).

In the submission, the submitter makes a number of valid points but makes these on the assumption that the lease of the land and the development of the solar farm will proceed even if the land sale does not proceed.

The submitter has also correctly asserted that total lease payments over the course of the initial 25 year lease could amount to approximately $17 million and correctly assumes that this will be foregone if the land sale were to proceed. It is however unlikely, as set out below, that the lease will proceed and the project will possibly not be delivered.

It has previously been reported to the Council that correspondence received from the Wodonga Solar Pty Ltd has advised that in the event of a land sale not progressing, it is likely that the project will not proceed – resulting in a substantial financial loss to the community and the lost opportunity of having solar energy fed back into the power grid.

More recent discussions with Wodonga Solar Pty Ltd have suggested that financial arrangements are secured and in place to purchase the land and to commence the project upon confirmation of the land sale. As previously reported, this is a preferred outcome.
Council Plan

<table>
<thead>
<tr>
<th>Strategic objective</th>
<th>Strategy areas</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advance our position as a leading regional city, fostering opportunities for development and jobs, and building a destination that offers a variety of experiences, recognising our rich and diverse history and culture.</td>
<td>Business and investment</td>
</tr>
</tbody>
</table>

Council policy/strategy implications

A current lease, with an initial term of 25 years plus an option term of a further 24 years over the land, is in place.

The lease terms, while financially attractive to the council, are seemingly restricting the development of the solar farm and its long-term viability.

This could be detrimental to the continued development of, and confidence in LOGIC and a likely financial impediment for the council.

Risk management implications

No risks have been identified with respect to the sale of the land.

Financial implications

Should the Council support the sale of the land, the financial implications would be that council’s revenue increases by the sale price of $3.5 million. The sale price is above valuation. Some legal and other minor fees are applicable and will be covered by the sale proceeds.

Environmental implications

No environmental implications have been identified with the sale of the land parcels.

Sustainability implications

No sustainability implications have been identified with the sale of the land.

Social/cultural implications

No immediate social of cultural implications have been identified with the sale of the land.

Legislative implications

The Council has fulfilled its obligations under sections 189 and 223 of the Local Government Act, 1989 by having land valuations undertaken, placing the requisite public notification in the local newspaper and allowing submissions to be made.
Ordinary meeting – June 29, 2020

Officers reports for determination
Planning and Infrastructure

8.16 - Proposed Sale of Land at LOGIC (cont’d)

The single submission, while making some valid points, fails to fully appreciate the risks to council associated with the financial viability of the existing lease, which could, should the sale not proceed, lead to the solar farm not progressing. Council has considered these risks and officers recommend that the sale proceed in order to ensure the solar farm is delivered creating jobs in construction and a long term benefit to the Wodonga community. It is also noted that the sale price negotiated with Wodonga Solar Power Pty Ltd is above valuation. It is recommended that the submitter be advised in these terms.

Community engagement and internal consultation

No community engagement or internal consultation is considered necessary.

Options for consideration

There are a number of options to consider.

Option 1 – Do nothing
This option sees the status quo remain – that is the Council resolves not to enter in a Contract of Sale and enforces the current lease agreement.

This is not a preferred option as it would likely result in the project not proceeding and the land remaining vacant.

Option 2 – Enter into a Sales Contract to sell the land
Following consideration of the submission made in response to the proposed sale of land at LOGIC, the Council resolves to enter into a Contract of Sale with Wodonga Solar Pty Ltd for the sale of the land on the corner of Tom Tanners Road and Eames Road, and 226 Lady Franklin Road, Barnawartha North, Victoria 3691, which is Part Lot C on PS726961S and Crown Allotment 3B on TP709965S.

This is the preferred option.

Conclusion

The LOGIC land parcels, referred to as Part Lot C on PS726961S and Crown Allotments 3B on TP709965S Lady Franklin Road and Tom Tanners Road are the subject of an existing 25 + 24 (optional) year lease, with a planning permit issued by the Indigo Shire Council for a renewable energy facility.

This permit was issued on 17 June 2019 and has an expiry condition stating that the permit will expire if the development has not started within three years of that date.

Following an approach by Wodonga Solar Power Pty Ltd and negotiations with them regarding a proposed purchase of the land, the Council considered the matter at its meeting held on 9 December 2019, and upon receiving an improved offer to purchase, again at the Special Council meeting held on 20 December 2019.
That meeting resolved to commence the processes set out at section 223 of the Local Government Act, 1989 and accept the offer to purchase in the sum of $3.5 million plus GST subject to the consideration of submissions made under section 223 of the Act.

One submission was received.

This report concludes that based on (a) the information provided by Wodonga Solar Power Pty Ltd that under the current lease agreement the proposed solar farm project is unlikely to proceed and (b) that the Council has accepted the revised offer of $3.5 million plus GST subject to submissions, the recommended course of action would be for the Council to resolve to enter into a Contract of Sale with Wodonga Solar Power Pty Ltd for the land parcels under consideration.

**Attachments**

The following documents are attached to this report:

- Attachment A: Section 223 Submission - Proposed Land Sale to Wodonga Solar Pty Ltd

**Tabled papers**

Nil

**Declaration of conflict of interests**

Under section 80C of the Local Government Act 1989 officers providing advice to the council must disclose any interests, including the type of interest.

Director Planning and Infrastructure - Leon Schultz
In providing this advice, I have no interests to disclose in this report.

Director Planning and Infrastructure - Leon Schultz
In providing this advice as the report author, I have no interests to disclose in this report.
8.16 - Proposed Sale of Land at LOGIC (cont’d)

Recommendation

That:

1. Having considered the submission received, the Council resolves to enter into a Contract of Sale with Wodonga Solar Power Pty Ltd to sell the land on the corner of Tom Tanners Road and Eames Road, and 226 Lady Franklin Road, Barnawartha North, Victoria 3691, which is Part Lot C on PS726961S and Crown Allotment 3B on TP709965S in the sum of $3.5 million plus GST;

2. The Chief Executive Officer be authorised to undertake the administrative procedures necessary to enable and conclude the sale; and

3. The submitter be advised of Council’s decision and the reasons for it as explained in this report.

Motion

Crs John Watson / Danny Lowe

That the recommendation be adopted.

Division

A division was called.
Councillors Mitchell, Bennett, Speedie, Lowe and Watson voted for the motion.
Councillors Hall and Mildren voted against the motion.

Carried
9.1 - Results of the Statewide Community Satisfaction Survey

In February and March this year, Wodonga residents were surveyed by phone for the statewide Community Satisfaction Survey.

The Local Government Victoria survey is conducted independently of the council by JWS Research and provides core performance measures that meet the council’s annual statutory reporting requirements.

Sixty-two of the 79 Victorian councils took part in this year’s statewide survey.

The main objectives of the survey are to assess the performance of the council across a range of measures and to seek insight into ways to provide improved or more effective service delivery.

Wodonga Council recorded a strong overall performance in the annual survey with its core performance measures exceeding the state and regional averages.

The table below shows the summary of the core measures in comparison to 2019 and to the state and group averages. More information is available in the attached report which is also available on the council’s website.

<table>
<thead>
<tr>
<th>Performance Measure</th>
<th>Wodonga 2020</th>
<th>Wodonga 2019</th>
<th>Regional Centres 2020</th>
<th>Statewide 2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>Overall performance</td>
<td>65</td>
<td>59</td>
<td>56</td>
<td>58</td>
</tr>
<tr>
<td>Community Consultation (Community consultation and engagement)</td>
<td>59</td>
<td>53</td>
<td>51</td>
<td>55</td>
</tr>
<tr>
<td>Advocacy (lobbying on behalf of the community)</td>
<td>60</td>
<td>54</td>
<td>52</td>
<td>53</td>
</tr>
<tr>
<td>Making community decisions (Decisions made in the interest of the community)</td>
<td>59</td>
<td>51</td>
<td>50</td>
<td>53</td>
</tr>
<tr>
<td>Sealed local roads (condition of sealed local roads)</td>
<td>68</td>
<td>64</td>
<td>55</td>
<td>54</td>
</tr>
<tr>
<td>Customer service</td>
<td>80</td>
<td>76</td>
<td>70</td>
<td>70</td>
</tr>
<tr>
<td>Overall council direction</td>
<td>61</td>
<td>52</td>
<td>50</td>
<td>51</td>
</tr>
</tbody>
</table>
9.1 - Results of the Statewide Community Satisfaction Survey (cont’d)

The overall performance score was 65, an increase of six points from 59 in 2019. In comparison, the Regional Centres average was 56 and the state average was 58.

There was significant increases in all core measures being:

- Customer service up four to 80;
- Community consultation up six to 59;
- Lobbying up six to 60;
- Making community decisions up eight to 59;
- Overall council direction up nine to 61; and,
- Sealed local roads up four to 68.

Wodonga Council was significantly higher than the state-wide and Regional Centres averages.

The statewide survey shows art centres and library, appearance of public areas and recreational facilities as councils’ top-performing areas.

The council did not experience any declines in performance ratings in 2020.

The highest score was for customer service, up four points to 80 and returning to the peak rating in 2018.

The survey showed two-thirds of respondents (64 per cent) had contact with the council in the previous 12 months and the main method of contacting the council was in-person or by telephone (both 33 per cent).

The survey sample of 400 completed interviews - made by phone and mobile phone - was matched to the demographic profile of Wodonga.

The profile of respondents was:

- 51 per cent woman and 49 per cent men;
- 9 per cent of respondents were aged 18 to 24, 23 per cent aged 25-34; 24 per cent aged 35-49; 19 per cent aged 50 to 64 and 24 per cent aged 65 and over; and,
- 50 per cent have lived here for 20 years or more.

Where appropriate, results for Wodonga Council in the survey were compared against participating councils in the Regional Centres group which included Greater Bendigo, Greater Geelong, Horsham, Latrobe, Mildura, Wangaratta, Warrnambool and Wodonga.

Many questions ask respondents to rate council performance on a five-point scale, for example, from “very good” to “very poor”, with “can’t say” also a possible response category. The Index Score is calculated and represented as a score out of 100 (on a 0 to 100 scale), with “can’t say” responses excluded from the analysis.
9.1 - Results of the Statewide Community Satisfaction Survey
(cont’d)

The council is provided with a report, SPSS data and a dashboard portal to further mine the survey data and verbatim responses to better understand areas of importance to the community and the council’s performance on key areas.

Attachments

The following documents are attached to this report:
  - Attachment A: CSS 2020 Wodonga City Council Report

Tabled papers

Nil

Declaration of conflict of interests

Under section 80C of the Local Government Act 1989 officers providing advice to the council must disclose any interests, including the type of interest.

Deputy Chief Executive Officer - Debra Mudra
In providing this advice, I have no interests to disclose in this report.

Manager Communications and Marketing - Kellie Davies
In providing this advice as the report author, I have no interests to disclose in this report.

Recommendation

That the report summarising results of the Statewide Community Satisfaction Survey be received and noted.

Motion

Crs Brian Mitchell / John Watson
That the recommendation be adopted.

Carried unanimously
10.1 - Finance Report for May 2020

Purpose of report

The finance report provides a monthly update to the council on the performance of its business operations.

Background

This report is provided on a monthly basis. It provides financial information including comparison with budgets with regards to:

- Income Statement
- Capital Works
- Balance Sheet
- Treasury (cash management)

Council Plan

<table>
<thead>
<tr>
<th>Strategic objective</th>
<th>Strategy areas</th>
<th>Actions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Provide strong leadership and governance, demonstrating excellence in the way we do business by being innovative, responsive and transparent. We will be accountable and steward the organisation with the highest regard.</td>
<td>Financial management</td>
<td>Review and enhance our financial management and reporting system to ensure relevant and timely financial advice.</td>
</tr>
</tbody>
</table>

Council policy / strategy implications

The finance report is part of the council’s practice of openness and transparency in its provision of information to the community.

Risk management implications

<table>
<thead>
<tr>
<th>Risk description</th>
<th>C’quence</th>
<th>L’hood</th>
<th>Rating</th>
<th>Controls &amp; treatments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Inability to achieve current budget due to tight budgets and unforeseen events and needs being higher than budgeted.</td>
<td>3</td>
<td>C</td>
<td>S</td>
<td>Conservative financial management.</td>
</tr>
<tr>
<td>Inability of cash funds to cover mandatory reserves and deposits.</td>
<td>3</td>
<td>C</td>
<td>S</td>
<td>Regularly review budget. Take corrective action for unbudgeted expenditure.</td>
</tr>
<tr>
<td>Inability of council to deliver the adopted capital budget and re-budget items.</td>
<td>3</td>
<td>C</td>
<td>S</td>
<td>Regularly review the capital budget status against target dates.</td>
</tr>
</tbody>
</table>
10.1 - Finance Report for May 2020 (cont’d)

Financial implications

This is contained in the body of the report.

Environmental implications

Within the parameters of the council’s investment policy and directive a proportion of funds invested are held in responsible investment products in organisations free from exposure to fossil fuel, tobacco, alcohol and/or gambling activities. See Table 3 – Funds Invested below for percentage of Responsible Investments.

Social / cultural implications

Not applicable

Legislative implications

Under section 138 of the Local Government Act 1989 the CEO at least every three (3) months must ensure quarterly statements comparing the budgeted revenue and expenditure for the financial year with the actual revenue and expenditure to date are presented to the council. This report, being developed on a monthly basis, more than ensures this legislative requirement is satisfied.

Community engagement and internal consultation

No consultation has been held separately on this report, although items within the budget will have included their own level of consultation on a case by case basis.

Options for consideration

Not applicable

Conclusion

Not applicable
10.1 - Finance Report for May 2020 (cont’d)

Contents
1. Financial Statements
   a. Income Statement
   b. Balance Sheet
   c. Variance Explanations
   d. Treasury Report
   e. Capital Program Summary

1. Financial Statements

Key financial highlights and overview

Key Points

- Council operations have been affected by the bushfires in January and subsequently from the Covid-19 pandemic. This has impacted on Council’s ability to perform some of its functions and also to recruit for vacant positions. Temporary staff redeployments have been used in the short term to fill vacancies until normal Council operations can resume. This has resulted in a substantial but temporary underspend in salaries and has also contributed towards some operational works and capital projects being delayed.
- The income from rates and federal funding via the Grants Commission is received in large tranches at specified times during the year. The council manages this cash flow by investing and recalling surplus funds in term deposits, as required by the budgeted expenditure in the operating and capital programs.
- The council has a focus on ensuring that actual expenditure does not exceed the budgeted allocations. To this end, the expenditure in both the operating and capital programs are analysed monthly and where discrepancies are identified appropriate remedial actions are taken.

<table>
<thead>
<tr>
<th>Key financial summary</th>
<th>Year to Date – May 2020</th>
<th>Full Year</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Actual</td>
<td>Revised Budget</td>
</tr>
<tr>
<td>Recurrent Income</td>
<td>63,011,101</td>
<td>59,909,446</td>
</tr>
<tr>
<td>Total Expenditure</td>
<td>49,880,124</td>
<td>52,700,851</td>
</tr>
<tr>
<td>Net Operating Surplus/(Deficit)</td>
<td>13,130,977</td>
<td>7,208,595</td>
</tr>
<tr>
<td>Other comprehensive income</td>
<td>3,446,586</td>
<td>6,896,595</td>
</tr>
<tr>
<td>Current earnings</td>
<td>16,577,563</td>
<td>14,105,190</td>
</tr>
<tr>
<td>Capital Works - Expenditure</td>
<td>13,743,954</td>
<td>27,733,426</td>
</tr>
<tr>
<td>Closing cash &amp; investments</td>
<td>40,560,098</td>
<td>24,638,616</td>
</tr>
</tbody>
</table>

*Refer Section D – Treasury for explanation*
### 10.1 - Finance Report for May 2020 (cont’d)

#### a. Income Statement

<table>
<thead>
<tr>
<th>Category</th>
<th>Note</th>
<th>Year to Date – May 2020</th>
<th>Full Year</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Income</strong></td>
<td></td>
<td></td>
<td>Revised Budget(b)</td>
</tr>
<tr>
<td>User Charges</td>
<td></td>
<td>5,581,849</td>
<td>5,632,053</td>
</tr>
<tr>
<td>Interest Income</td>
<td></td>
<td>384,080</td>
<td>433,750</td>
</tr>
<tr>
<td>Grants</td>
<td>1</td>
<td>10,508,687</td>
<td>7,394,448</td>
</tr>
<tr>
<td>Other Income</td>
<td>2</td>
<td>563,470</td>
<td>432,907</td>
</tr>
</tbody>
</table>

**Total Income** 63,011,101 59,909,446 3,101,655 63,818,640 59,965,615

<table>
<thead>
<tr>
<th>Expenditure</th>
<th></th>
<th></th>
<th>Revised Budget(b)</th>
<th>Act.</th>
<th>Revised Budget(b)</th>
<th>Adopted Budget(a)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employee Costs</td>
<td>3</td>
<td>21,351,917</td>
<td>22,452,574</td>
<td>(1,100,656)</td>
<td>25,335,703</td>
<td>26,094,525</td>
</tr>
<tr>
<td>Materials</td>
<td>4</td>
<td>18,078,533</td>
<td>19,680,171</td>
<td>(1,601,638)</td>
<td>24,360,288</td>
<td>21,597,649</td>
</tr>
<tr>
<td>Interest Exp.</td>
<td></td>
<td>831,297</td>
<td>838,422</td>
<td>(7,125)</td>
<td>1,264,252</td>
<td>1,264,252</td>
</tr>
<tr>
<td>Depreciation</td>
<td></td>
<td>8,996,984</td>
<td>8,970,763</td>
<td>26,221</td>
<td>9,766,176</td>
<td>9,545,000</td>
</tr>
<tr>
<td>Other Expenses</td>
<td>5</td>
<td>621,393</td>
<td>758,921</td>
<td>(137,528)</td>
<td>6,154,319</td>
<td>1,939,568</td>
</tr>
</tbody>
</table>

**Total Expenditure** 49,880,124 52,700,851 (2,820,727) 66,880,738 60,440,994

**Operating Surplus/(Deficit)** 13,130,977 7,208,595 5,922,382 (3,062,098) (475,379)

#### Capital Income

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th>Revised Budget(b)</th>
<th>Act.</th>
<th>Revised Budget(b)</th>
<th>Adopted Budget(a)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Capital grants</td>
<td>6</td>
<td>3,441,461</td>
<td>6,391,356</td>
<td>(2,949,895)</td>
<td>7,044,529</td>
<td>4,333,126</td>
</tr>
<tr>
<td>Contributions</td>
<td>7</td>
<td>324,575</td>
<td>617,620</td>
<td>(293,045)</td>
<td>817,620</td>
<td>225,000</td>
</tr>
<tr>
<td>Proceeds from sale of assets</td>
<td></td>
<td>172,940</td>
<td>60,000</td>
<td>112,940</td>
<td>80,000</td>
<td>80,000</td>
</tr>
<tr>
<td><strong>Total capital income</strong></td>
<td></td>
<td>3,938,975</td>
<td>7,068,976</td>
<td>(3,130,001)</td>
<td>7,942,149</td>
<td>4,638,126</td>
</tr>
</tbody>
</table>

| Less processed disposals | (139,122) | (60,000) | (79,122) | (80,000) | (80,000) |
| Transfers to / from reserves | (353,267) | (112,381) | (240,886) | (112,381) | (200,000) |
| **Other comprehensive income** | | 3,446,586 | 6,896,595 | (3,450,009) | 7,749,768 | 4,358,126 |

**Current year earnings** 16,577,563 14,105,190 2,472,373 4,687,670 3,882,747

Note:


b. Includes approved 1st, 2nd and 3rd quarter adjustments and rebudgets, and unapproved 4th quarter adjustments.
### 10.1 - Finance Report for May 2020 (cont’d)

#### b. Balance Sheet

<table>
<thead>
<tr>
<th>Category</th>
<th>Note</th>
<th>May 2020</th>
<th>June 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Assets</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Current Assets</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash assets</td>
<td></td>
<td>40,560,098</td>
<td>34,227,243</td>
</tr>
<tr>
<td>Receivables</td>
<td>9</td>
<td>7,590,377</td>
<td>2,954,045</td>
</tr>
<tr>
<td>Inventories</td>
<td></td>
<td>23,028</td>
<td>23,028</td>
</tr>
<tr>
<td>Other</td>
<td></td>
<td>1,055,759</td>
<td>927,858</td>
</tr>
<tr>
<td>Total Current Assets</td>
<td></td>
<td>49,229,261</td>
<td>38,132,173</td>
</tr>
<tr>
<td><strong>Non-Current Assets</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fixed assets</td>
<td></td>
<td>634,330,482</td>
<td>632,064,834</td>
</tr>
<tr>
<td>Total Non-Current Assets</td>
<td></td>
<td>634,330,482</td>
<td>632,064,834</td>
</tr>
<tr>
<td><strong>Total Assets</strong></td>
<td></td>
<td>683,559,743</td>
<td>670,197,007</td>
</tr>
<tr>
<td><strong>Liabilities</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Current Liabilities</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Payables &amp; provisions</td>
<td></td>
<td>3,545,676</td>
<td>4,825,813</td>
</tr>
<tr>
<td>Employee benefits</td>
<td></td>
<td>4,569,303</td>
<td>4,663,866</td>
</tr>
<tr>
<td>Interest bearing liabilities</td>
<td>Table 4</td>
<td>530,208</td>
<td>1,946,627</td>
</tr>
<tr>
<td>Trust deposits</td>
<td></td>
<td>1,451,185</td>
<td>1,387,134</td>
</tr>
<tr>
<td>Total Current Liabilities</td>
<td></td>
<td>10,096,371</td>
<td>12,823,439</td>
</tr>
<tr>
<td><strong>Non-Current Liabilities</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Employee benefits</td>
<td></td>
<td>732,849</td>
<td>643,931</td>
</tr>
<tr>
<td>Interest bearing liabilities</td>
<td>Table 4</td>
<td>18,516,032</td>
<td>18,516,032</td>
</tr>
<tr>
<td>Other</td>
<td></td>
<td>1,159,618</td>
<td>2,077,646</td>
</tr>
<tr>
<td>Total Non-Current Liabilities</td>
<td></td>
<td>20,408,499</td>
<td>21,237,610</td>
</tr>
<tr>
<td><strong>Total Liabilities</strong></td>
<td></td>
<td>30,504,870</td>
<td>34,061,049</td>
</tr>
<tr>
<td><strong>Net Assets</strong></td>
<td></td>
<td>653,054,873</td>
<td>636,135,958</td>
</tr>
<tr>
<td>Represented by:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accumulated surplus</td>
<td></td>
<td>426,804,500</td>
<td>411,588,547</td>
</tr>
<tr>
<td>Reserves</td>
<td></td>
<td>209,672,810</td>
<td>224,547,412</td>
</tr>
<tr>
<td>Current year earnings</td>
<td>Table 7(b)</td>
<td>16,577,563</td>
<td>0</td>
</tr>
<tr>
<td><strong>Equity</strong></td>
<td></td>
<td>653,054,873</td>
<td>636,135,958</td>
</tr>
</tbody>
</table>
### 10.1 - Finance Report for May 2020 (cont’d)

c. Variance Explanations

<table>
<thead>
<tr>
<th>Note</th>
<th>Category</th>
<th>Explanation</th>
<th>Expected variance</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>(P)ermanent</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>(T)iming</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>Grants income</td>
<td><strong>Income – higher than budget:</strong></td>
<td>P</td>
</tr>
<tr>
<td></td>
<td>($3,114k)</td>
<td>• Prepayment of 2020-2021 Financial Assistance Grant $2,356k, and $403k Roads grant. Budget variation to follow.</td>
<td>T</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• $260k grants for Preschools and Maternal Child Health that have been prepaid for 2020-2021 and have been</td>
<td>P</td>
</tr>
<tr>
<td></td>
<td></td>
<td>adjusted in June.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>• $100k Business Hub additional grant not budgeted for, budget variation to follow.</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Other income</td>
<td><strong>Income – higher than budget:</strong></td>
<td>P</td>
</tr>
<tr>
<td></td>
<td>($131k)</td>
<td>• Predominantly due to contributions to Arts Development for Upstream, budget variation to follow, and Project</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>and Design developer contributions.</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Employee Costs</td>
<td><strong>Expenditure – lower than budget:</strong></td>
<td>P</td>
</tr>
<tr>
<td></td>
<td>($1,101k)</td>
<td>• Salary and wages and on-costs are ($547k) lower than budget due to staff vacancies in Project and Design,</td>
<td>T</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Information Services, Roads, Parks.</td>
<td>P</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• ($168k) favourable year to date in WorkCover claims and premiums.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Staff Travel and accommodation is ($84k) lower than budget across council with an increase in video</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>conferencing options reducing need for some travel. Further budget variations to come.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Sick leave and parental leave is ($86k) lower than budget.</td>
<td>T</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Fringe benefit costs are ($68k) lower than budget due to council efforts to minimise expenses attracting FBT.</td>
<td>P</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Uniforms are ($23k) lower than budget predominantly due to lower staff demand at the depot and preschools.</td>
<td>P</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Budget variation to come.</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Materials</td>
<td><strong>Expenditure – lower than budget:</strong></td>
<td>T</td>
</tr>
<tr>
<td></td>
<td>($1,602k)</td>
<td>• ($522k) contract payments lower than budget, predominantly due to timing of waste management invoices,</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>recreation payments for aquatic facilities management and building maintenance.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Consultancy ($345k) lower than budget due to timing of Strategic planning projects.</td>
<td>T</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• ($103k) Events and Festivals lower than budget, budget variation has reduced full year budget as a result of</td>
<td>T</td>
</tr>
<tr>
<td></td>
<td></td>
<td>COVID-19.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Maintenance costs are ($197k) lower than budget, predominantly due to timing of works at Gateway Village,</td>
<td>T</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Bonegilla and for Waste Transfer Station. Timing only, projects will be completed by year end.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Marketing / Promotion ($121k) lower than budget, budget variation has reduced full year budget as a result of</td>
<td>T</td>
</tr>
<tr>
<td></td>
<td></td>
<td>COVID-19.</td>
<td></td>
</tr>
</tbody>
</table>
## 10.1 - Finance Report for May 2020 (cont’d)

<table>
<thead>
<tr>
<th>Note</th>
<th>Category</th>
<th>Explanation</th>
<th>Expected variance (P)ermanent (T)iming</th>
</tr>
</thead>
</table>
| 5    | Other expenses ($138k) | **Expenditure – lower than budget:**  
       - ($56k) memberships predominantly due to timing of payment of Governance memberships, paid in June.  
       - ($82k) Community Impact Grants, delay in payment due to COVID-19. | T/P |
| 6    | Capital Grants ($2,950k) | **Income – lower than budget:**  
       - Capital grants ($2,950k) lower than budget, predominantly Library Gallery funding ($2.0m), delay in Lawrence St bridge grant ($580k) while project is being re-evaluated, ($500k) National Stronger Regions projects grants not claimed until projects are completed, offset by higher than budgeted Solar Lighting grant $87k. | T |
| 7    | Capital Contributions ($293k) | **Income – lower than budget:**  
       Predominantly transfer of developer contribution for Playground capital project delayed until project finished. | T |
| 8    | Transfers to reserves ($241k) | **Expenses – higher than budget:**  
       Offset against Developer contributions (comment 1 above) due to staging of projects. | T |

### Balance sheet (differences with June 2019)

<table>
<thead>
<tr>
<th>Note</th>
<th>Category</th>
<th>Explanation</th>
<th>Expected variance (P)ermanent (T)iming</th>
</tr>
</thead>
</table>
| 9    | Receivables $4.6m | **Current Assets – Higher than June 2019:**  
       - The annual rates and fire service levy charges were raised in August 2019. | T |
Treasury

The following table details the variances between the Cash Held and the Revised Budget.

Table 1 – Cash Held reconciliation

<table>
<thead>
<tr>
<th>Item</th>
<th>$'000's</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash Held - Invested (Table 3 below)</td>
<td>40,300</td>
</tr>
<tr>
<td>Cash Held - Not Invested (Council &amp; WREN)</td>
<td>260</td>
</tr>
<tr>
<td>Cash as per Balance Sheet (Graph 1 below)</td>
<td>40,560</td>
</tr>
<tr>
<td>Cash as per Revised Budget (Graph 1 below)</td>
<td>24,639</td>
</tr>
<tr>
<td><strong>Variance</strong></td>
<td><strong>15,921</strong></td>
</tr>
<tr>
<td><strong>Variances comprise:</strong></td>
<td></td>
</tr>
<tr>
<td>Actual v Revised Budget YTD – Operating (excludes non-cash dep., asset sales)</td>
<td>5,922</td>
</tr>
<tr>
<td>Actual v Revised Budget YTD - Capital</td>
<td>10,859</td>
</tr>
<tr>
<td>Other (net movement in debtors/creditors/deposits etc.)</td>
<td>(860)</td>
</tr>
<tr>
<td><strong>Variance as above</strong></td>
<td><strong>15,921</strong></td>
</tr>
</tbody>
</table>

The following table details the main components of the current Cash as per Balance Sheet.

Table 2 – Cash Commitments

<table>
<thead>
<tr>
<th>Item</th>
<th>$'000's</th>
</tr>
</thead>
<tbody>
<tr>
<td>Notional reserves and deposits (Table 5 below)</td>
<td>8,068</td>
</tr>
<tr>
<td>Grants received in advance of expenditure</td>
<td>127</td>
</tr>
<tr>
<td>Rates income received in advance of expenditure</td>
<td>350</td>
</tr>
<tr>
<td>Working capital</td>
<td>32,015</td>
</tr>
<tr>
<td><strong>Cash commitments</strong></td>
<td><strong>40,560</strong></td>
</tr>
</tbody>
</table>
10.1 - Finance Report for May 2020 (cont’d)

Treasury (cont.)

Table 3 – Funds Invested

<table>
<thead>
<tr>
<th>Institution</th>
<th>Type</th>
<th>Product</th>
<th>Lodged</th>
<th>Maturing</th>
<th>Yield %</th>
<th>$</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Australian Military Bank</td>
<td>Bank</td>
<td>TD</td>
<td>04-12-19</td>
<td>11-06-20</td>
<td>1.70%</td>
<td>2,000,000</td>
<td>5.0%</td>
</tr>
<tr>
<td>Mystate Bank</td>
<td>Bank</td>
<td>TD</td>
<td>06-01-20</td>
<td>06-07-20</td>
<td>1.60%</td>
<td>3,000,000</td>
<td>7.4%</td>
</tr>
<tr>
<td>Bank of Queensland</td>
<td>Bank</td>
<td>TD</td>
<td>24-02-20</td>
<td>02-09-20</td>
<td>1.55%</td>
<td>3,000,000</td>
<td>7.4%</td>
</tr>
<tr>
<td>ME Bank-WREN</td>
<td>Bank</td>
<td>TD</td>
<td>24-02-20</td>
<td>24-09-20</td>
<td>1.55%</td>
<td>1,300,000</td>
<td>3.2%</td>
</tr>
<tr>
<td>BankVic</td>
<td>Bank</td>
<td>TD</td>
<td>05-03-20</td>
<td>04-09-20</td>
<td>1.40%</td>
<td>3,500,000</td>
<td>8.6%</td>
</tr>
<tr>
<td>Mystate Bank</td>
<td>Bank</td>
<td>TD</td>
<td>05-03-20</td>
<td>05-03-21</td>
<td>1.65%</td>
<td>2,000,000</td>
<td>5.0%</td>
</tr>
<tr>
<td>ME Bank</td>
<td>Bank</td>
<td>TD</td>
<td>30-10-19</td>
<td>29-10-20</td>
<td>1.45%</td>
<td>2,000,000</td>
<td>5.0%</td>
</tr>
<tr>
<td>ME Bank</td>
<td>Bank</td>
<td>TD</td>
<td>24-12-19</td>
<td>13-07-20</td>
<td>1.55%</td>
<td>2,000,000</td>
<td>5.0%</td>
</tr>
<tr>
<td>ME Bank</td>
<td>Bank</td>
<td>TD</td>
<td>20-05-20</td>
<td>20-11-20</td>
<td>1.25%</td>
<td>2,000,000</td>
<td>5.0%</td>
</tr>
<tr>
<td>Australian Military Bank</td>
<td>Bank</td>
<td>TD</td>
<td>04-12-19</td>
<td>22-06-20</td>
<td>1.70%</td>
<td>2,000,000</td>
<td>5.0%</td>
</tr>
<tr>
<td>ME Bank</td>
<td>Bank</td>
<td>TD</td>
<td>12-05-20</td>
<td>12-05-21</td>
<td>1.30%</td>
<td>3,000,000</td>
<td>7.4%</td>
</tr>
<tr>
<td>Defence Bank</td>
<td>Bank</td>
<td>TD</td>
<td>25-02-20</td>
<td>25-08-20</td>
<td>1.65%</td>
<td>2,000,000</td>
<td>5.0%</td>
</tr>
<tr>
<td>Westpac</td>
<td>Bank</td>
<td>Maxi</td>
<td>At</td>
<td>Call</td>
<td>0.80%</td>
<td>12,500,000</td>
<td>31.0%</td>
</tr>
</tbody>
</table>

Total Invested 40,300,000 100%

Responsible Investments 61.6%

Table 4 - Loans

<table>
<thead>
<tr>
<th>Institution</th>
<th>Date Borrowed</th>
<th>Original Value $</th>
<th>Term Years</th>
<th>Maturing</th>
<th>% Rate</th>
<th>Balance Owing $</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Westpac</td>
<td>21-Dec-05</td>
<td>15,668,624</td>
<td>25</td>
<td>21/12/30</td>
<td>6.50%</td>
<td>10,129,090</td>
<td>53%</td>
</tr>
<tr>
<td>BNY Trust</td>
<td>30-Aug-07</td>
<td>14,800,000</td>
<td>25</td>
<td>30/08/32</td>
<td>Float</td>
<td>5,997,770</td>
<td>32%</td>
</tr>
<tr>
<td>NAB</td>
<td>20-Jun-13</td>
<td>7,900,000</td>
<td>10</td>
<td>20/06/23</td>
<td>5.06%</td>
<td>2,919,380</td>
<td>15%</td>
</tr>
</tbody>
</table>

Total Loans 19,046,240 100%

Reconciliation to balance sheet

Current Interest bearing liabilities 530,208
Non-Current Interest bearing liabilities 18,516,032

Total 19,046,240
Ordinary meeting – June 29, 2020

Officers reports for information

Finance and Systems

10.1 - Finance Report for May 2020 (cont’d)

Treasury (cont.)

Table 5 - Notional reserves and provisions

<table>
<thead>
<tr>
<th>Categories</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Trust funds and deposits</strong></td>
<td></td>
</tr>
<tr>
<td>Refundable roads/drains deposits</td>
<td>230,440</td>
</tr>
<tr>
<td>Refundable footpaths deposits</td>
<td>22,536</td>
</tr>
<tr>
<td>Refundable soil and water deposits</td>
<td>75,300</td>
</tr>
<tr>
<td>Road reserve permit deposits</td>
<td>188,210</td>
</tr>
<tr>
<td>Landscaping / VOMP deposits</td>
<td>527,205</td>
</tr>
<tr>
<td>Other refundable deposits</td>
<td>407,494</td>
</tr>
<tr>
<td><strong>Sub-total trust funds and deposits</strong></td>
<td>1,451,185</td>
</tr>
</tbody>
</table>

| **Notional reserves**                          |        |
| Environmental land (WREN)                      | 1,497,103|
| Reserves for community facilities, open space, car parking, roads and drainage | 2,060,360|
| Landfill provision                             | 1,259,618|
| Defined Benefits Superannuation call reserve   | 1,800,000|
| **Total Reserves**                             | 8,068,266|

Graph 1 – Cash Held
d. Capital Program summary

<table>
<thead>
<tr>
<th>Revenue / Expenditure</th>
<th>May 2020 YTD Actual</th>
<th>Full Year Revised Budget(b)</th>
<th>Full Year Adopted Budget(a)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenue</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Buildings</td>
<td>200,000</td>
<td>2,200,000</td>
<td>2,200,000</td>
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<tr>
<td>Bridges</td>
<td>0</td>
<td>733,173</td>
<td>733,173</td>
</tr>
<tr>
<td>CBD</td>
<td>1,500,000</td>
<td>2,000,000</td>
<td>200,000</td>
</tr>
<tr>
<td>Drainage</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<tr>
<td>Footpaths</td>
<td>458,379</td>
<td>458,379</td>
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<td>Landscaping</td>
<td>0</td>
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<tr>
<td>Miscellaneous</td>
<td>86,719</td>
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<tr>
<td>Plant</td>
<td>139,926</td>
<td>80,000</td>
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<tr>
<td>Playgrounds</td>
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<td>200,000</td>
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<tr>
<td>Recreation Reserves</td>
<td>339,455</td>
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<tr>
<td>Roads</td>
<td>737,951</td>
<td>728,169</td>
<td>432,864</td>
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<tr>
<td>Street Lighting</td>
<td>86,920</td>
<td>0</td>
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<tr>
<td>Traffic Management</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<tr>
<td>Community Facilities</td>
<td>320,506</td>
<td>267,089</td>
<td>267,089</td>
</tr>
<tr>
<td>Baranduda Industrial Estate</td>
<td>69,120</td>
<td>69,120</td>
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<tr>
<td><strong>Totals</strong></td>
<td><strong>3,938,975</strong></td>
<td><strong>7,942,149</strong></td>
<td><strong>4,638,126</strong></td>
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<td><strong>Expenditure</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Building</td>
<td>3,293,157</td>
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<td>Bridges</td>
<td>208,469</td>
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<tr>
<td>Drainage</td>
<td>37,300</td>
<td>269,794</td>
<td>137,357</td>
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<tr>
<td>Footpath</td>
<td>218,730</td>
<td>663,461</td>
<td>596,000</td>
</tr>
<tr>
<td>I.T.</td>
<td>169,980</td>
<td>595,381</td>
<td>250,500</td>
</tr>
<tr>
<td>Kerb &amp; Channel</td>
<td>77,600</td>
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<td>205,000</td>
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<tr>
<td>Landscaping</td>
<td>25,219</td>
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<tr>
<td>Miscellaneous</td>
<td>209,341</td>
<td>852,448</td>
<td>391,000</td>
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<tr>
<td>Plant</td>
<td>486,253</td>
<td>555,000</td>
<td>555,000</td>
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<tr>
<td>Playgrounds</td>
<td>371,932</td>
<td>914,172</td>
<td>500,000</td>
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<tr>
<td>Recreation Reserves</td>
<td>2,395,821</td>
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<tr>
<td>Roads</td>
<td>2,311,127</td>
<td>4,227,175</td>
<td>5,666,000</td>
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<td>WSLC</td>
<td>193,044</td>
<td>474,130</td>
<td>150,000</td>
</tr>
<tr>
<td>Street Lighting</td>
<td>40,163</td>
<td>40,000</td>
<td>40,000</td>
</tr>
<tr>
<td>Traffic Management</td>
<td>323,603</td>
<td>332,975</td>
<td>15,000</td>
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<tr>
<td>Debt Servicing</td>
<td>1,321,654</td>
<td>1,851,862</td>
<td>1,851,862</td>
</tr>
<tr>
<td>Community Facilities</td>
<td>504,371</td>
<td>868,581</td>
<td>387,089</td>
</tr>
<tr>
<td>Baranduda Industrial Estate</td>
<td>18,416</td>
<td>18,416</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total Expenditure</strong></td>
<td><strong>13,743,954</strong></td>
<td><strong>30,722,173</strong></td>
<td><strong>21,910,808</strong></td>
</tr>
<tr>
<td><strong>Net Capital Income / (Expenditure)</strong></td>
<td>(9,804,979)</td>
<td>(22,780,024)</td>
<td>(17,272,682)</td>
</tr>
</tbody>
</table>

Note:

b. Includes approved 1st, 2nd and 3rd quarter adjustments and rebudgets, and unapproved 4th quarter adjustments.
c. Refer Graph 2.
Graph 2 – Capital Works (expenditure only) compared to Budget and Prior Year

Attachments

Nil

Tabled papers

Nil

Declaration of conflict of interests

Under section 80C of the *Local Government Act* 1989 officers providing advice to the council must disclose any interests, including the type of interest.

Director Finance and Systems - Narelle Klein
In providing this advice, I have no interests to disclose in this report.

Team Leader Financial Accounting - Tyson Smith
In providing this advice as the report author, I have no interests to disclose in this report.

Manager Finance - Nicola Gleeson Coopes
In providing this advice as the report author, I have no interests to disclose in this report.

For information only.
### 10.2 - Planning Report for May 2020

Between May 1 and May 31 2020, the statutory planning unit determined 10 planning permit applications under delegation, including one secondary consent.

#### STATUTORY PLANNING APPLICATIONS DETERMINED FOR THE MONTH OF MAY 2020

<table>
<thead>
<tr>
<th>Permit No</th>
<th>Use / Development</th>
<th>Site Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>47/2011/B</td>
<td>Construction of a retirement village (secondary consent)</td>
<td>2 Flinders Street, West Wodonga</td>
</tr>
<tr>
<td>109/2019</td>
<td>Subdivide the land into multiple lots in the GRZ1</td>
<td>448 Boyes Road, Baranduda</td>
</tr>
<tr>
<td>155/2019</td>
<td>Subdivide the land into multiple lots in the SUZ2, DPO14 and DD08 and building and works for 15 dwellings</td>
<td>Clubhouse Place, West Wodonga</td>
</tr>
<tr>
<td>162/2019</td>
<td>Construction of three dwellings and a three lot subdivision in the GRZ1</td>
<td>40 Brockley Street, Wodonga</td>
</tr>
<tr>
<td>5/2020</td>
<td>Amendment to Covenant AB355772G</td>
<td>4 Lytham Court, West Wodonga</td>
</tr>
<tr>
<td>14/2020</td>
<td>Buildings and Works (garage and carport) in the Heritage Overlay</td>
<td>41 Church Street, Wodonga</td>
</tr>
<tr>
<td>24/2020</td>
<td>Construction of two lots and a two lot subdivision in the GRZ1 and DPO12</td>
<td>16 Easton Lane, Leneva</td>
</tr>
<tr>
<td>26/2020</td>
<td>Use of the land for Industry (Food Production)</td>
<td>3 Moloney Drive, Wodonga</td>
</tr>
<tr>
<td>33/2020</td>
<td>Construction of two new dwellings on a lot in the GRZ1</td>
<td>46 London Road, Wodonga</td>
</tr>
<tr>
<td>37/2020</td>
<td>Buildings and works (carport) in the Heritage Overlay</td>
<td>151 Lawrence Street, Wodonga</td>
</tr>
</tbody>
</table>
10.2 - Planning Report for May 2020 (cont’d)

![Planning permits issued chart]

<table>
<thead>
<tr>
<th>Jul</th>
<th>Aug</th>
<th>Sep</th>
<th>Oct</th>
<th>Nov</th>
<th>Dec</th>
<th>Jan</th>
<th>Feb</th>
<th>Mar</th>
<th>Apr</th>
<th>May</th>
<th>June</th>
</tr>
</thead>
<tbody>
<tr>
<td>2014/2015</td>
<td>12</td>
<td>36</td>
<td>47</td>
<td>75</td>
<td>99</td>
<td>111</td>
<td>124</td>
<td>124</td>
<td>182</td>
<td>182</td>
<td>201</td>
</tr>
<tr>
<td>2015/2016</td>
<td>18</td>
<td>35</td>
<td>58</td>
<td>69</td>
<td>77</td>
<td>85</td>
<td>91</td>
<td>104</td>
<td>116</td>
<td>130</td>
<td>139</td>
</tr>
<tr>
<td>2016/2017</td>
<td>18</td>
<td>35</td>
<td>48</td>
<td>62</td>
<td>78</td>
<td>91</td>
<td>104</td>
<td>116</td>
<td>130</td>
<td>139</td>
<td>147</td>
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<tr>
<td>2017/2018</td>
<td>17</td>
<td>38</td>
<td>48</td>
<td>61</td>
<td>71</td>
<td>87</td>
<td>100</td>
<td>123</td>
<td>144</td>
<td>174</td>
<td>189</td>
</tr>
<tr>
<td>2018/2019</td>
<td>18</td>
<td>30</td>
<td>54</td>
<td>70</td>
<td>87</td>
<td>102</td>
<td>110</td>
<td>116</td>
<td>126</td>
<td>141</td>
<td>158</td>
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<tr>
<td>2019/2020</td>
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<td>30</td>
<td>39</td>
<td>57</td>
<td>86</td>
<td>99</td>
<td>111</td>
<td>118</td>
<td>141</td>
<td>149</td>
<td>159</td>
</tr>
</tbody>
</table>

Attachments
Nil

Tabled papers
Nil

Declaration of conflict of interests

Under section 80C of the Local Government Act 1989 officers providing advice to the council must disclose any interests, including the type of interest.

Director Planning and Infrastructure - Leon Schultz
In providing this advice, I have no interests to disclose in this report.

Manager Planning and Building - John Sidgwick
In providing this advice, I have no interests to disclose in this report.

Team Leader Statutory Planning - Simon Maughan
In providing this advice, I have no interests to disclose in this report.

Acting Planning Technical Officer - Seraya McInerney
In providing this advice as the report author, I have no interests to disclose in this report.
Recommendation

This report is for information only.
### 10.3 - Building report for March 2020

The value of building permits issued in Wodonga from 1 May to 31 May 2020 was $10,484,685. Details of the building approvals in excess of $100,000 are:

<table>
<thead>
<tr>
<th>Permit No</th>
<th>Value</th>
<th>Construction</th>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>2020/223/Coa</td>
<td>$891,304</td>
<td>2 Storey Commercial Office Extension</td>
<td>133 Victoria Cross Parade Wodonga</td>
</tr>
<tr>
<td>2020/227/Coa</td>
<td>$150,000</td>
<td>Change Of Use and Commercial Fitout</td>
<td>6 Michael Drive Wodonga</td>
</tr>
<tr>
<td>2020/159/Dwell</td>
<td>$355,000</td>
<td>Dwelling</td>
<td>30 Grieve Way Wodonga</td>
</tr>
<tr>
<td>2020/216/Dwell</td>
<td>$389,296</td>
<td>Dwelling</td>
<td>11 Silky Oak Avenue Wodonga</td>
</tr>
<tr>
<td>2020/225/Dwell</td>
<td>$438,787</td>
<td>Dwelling</td>
<td>4 Pacific Court West Wodonga</td>
</tr>
<tr>
<td>2020/233/Dwell</td>
<td>$265,065</td>
<td>Dwelling</td>
<td>23 Saffron Circuit Baranduda</td>
</tr>
<tr>
<td>2020/236/Dwell</td>
<td>$213,508</td>
<td>Dwelling</td>
<td>21 Lanning Street Baranduda</td>
</tr>
<tr>
<td>2020/237/Dwell</td>
<td>$667,855</td>
<td>Dwelling</td>
<td>100 Frederic Street Road Leneva</td>
</tr>
<tr>
<td>2020/253/Dwell</td>
<td>$305,000</td>
<td>Dwelling</td>
<td>10 Beadsworth Street Baranduda</td>
</tr>
<tr>
<td>2020/255/Dwell</td>
<td>$278,155</td>
<td>Dwelling</td>
<td>33 Southgate Drive Leneva</td>
</tr>
<tr>
<td>2020/276/Dwell</td>
<td>$271,390</td>
<td>Dwelling</td>
<td>4 Crow Street Baranduda</td>
</tr>
<tr>
<td>2019/248/Pbsdwl</td>
<td>$290,000</td>
<td>Dwelling</td>
<td>1 Park Lane Wodonga</td>
</tr>
<tr>
<td>2020/81/Pbsdwl</td>
<td>$490,011</td>
<td>Dwelling</td>
<td>3 Blackwood Avenue West Wodonga</td>
</tr>
<tr>
<td>2020/92/Pbsdwl</td>
<td>$450,000</td>
<td>Dwelling</td>
<td>13 Mcswiney Court Leneva</td>
</tr>
<tr>
<td>2020/96/Pbsdwl</td>
<td>$452,380</td>
<td>Dwelling</td>
<td>392 Wodonga-Yackandandah Road Staghorn Flat</td>
</tr>
<tr>
<td>2020/98/Pbsdwl</td>
<td>$233,000</td>
<td>Dwelling</td>
<td>7 Beadsworth Street Baranduda</td>
</tr>
<tr>
<td>2020/108/Pbsdwl</td>
<td>$317,080</td>
<td>Dwelling</td>
<td>26 Lasilla Place Baranduda</td>
</tr>
<tr>
<td>2020/109/Pbsdwl</td>
<td>$346,625</td>
<td>Dwelling</td>
<td>24 Lasilla Place Baranduda</td>
</tr>
<tr>
<td>2020/111/Pbsdwl</td>
<td>$198,500</td>
<td>Dwelling</td>
<td>47 Chandler Street West Wodonga</td>
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<tr>
<td>2020/120/Pbsdwl</td>
<td>$336,040</td>
<td>Dwelling</td>
<td>14 National Court West Wodonga</td>
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<tr>
<td>2020/124/Pbsdwl</td>
<td>$336,840</td>
<td>Dwelling</td>
<td>24 Hampshire Boulevard Leneva</td>
</tr>
<tr>
<td>2020/126/Pbsdwl</td>
<td>$280,500</td>
<td>Dwelling</td>
<td>6 Chatham Road Leneva</td>
</tr>
<tr>
<td>2020/127/Pbsdwl</td>
<td>$383,429</td>
<td>Dwelling</td>
<td>43 Freeman Crescent Baranduda</td>
</tr>
<tr>
<td>2020/128/Pbsdwl</td>
<td>$305,000</td>
<td>Dwelling</td>
<td>20 Gullifer Lane Bonegilla</td>
</tr>
<tr>
<td>2020/130/Pbsdwl</td>
<td>$294,400</td>
<td>Dwelling</td>
<td>14 Canon Street Leneva</td>
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<tr>
<td>2020/133/Pbsdwl</td>
<td>$355,350</td>
<td>Dwelling</td>
<td>11a Smythe Street Wodonga</td>
</tr>
<tr>
<td>2020/139/Pbsdwl</td>
<td>$311,169</td>
<td>Dwelling</td>
<td>53 Chandler Street West Wodonga</td>
</tr>
</tbody>
</table>
10.3 - Building report for March 2020 (cont’d)

BUILDING ACTIVITY

- Total number of building permits issued in Wodonga
  May 20: 64  (April 20: 77)

- Total number of dwellings approved in Wodonga (Dwellings & Units)
  May 20: 27/0  (April 20: 41/0)

- Total number of permits relating to commercial & industrial works in Wodonga
  May 20: 4  (April 20: 4)

- Percentage of work approved by Council
  May 20: 56.28%  (April 20: 72.72%)

- Number of permits approved outside Wodonga – Victoria **
  May 20: 7  (April 20: 13)

- Number of permits approved outside Wodonga – NSW ##
  May 20: 13  (April 20: 17)

Swimming Pool Register – Registration, Compliance & Inspection

<table>
<thead>
<tr>
<th>April 2020</th>
<th>Fees</th>
<th>May 2020</th>
<th>Fees</th>
</tr>
</thead>
<tbody>
<tr>
<td>Registered - 72</td>
<td>$5,693.76</td>
<td>Registered - 352</td>
<td>$27,915.26</td>
</tr>
<tr>
<td>Inspected - 1</td>
<td>$160.00</td>
<td>Inspected - 1</td>
<td>$160</td>
</tr>
<tr>
<td>Total Fees</td>
<td>$5,853.76</td>
<td>Total Fees</td>
<td>$28,075.26</td>
</tr>
</tbody>
</table>

** Registered Building Practitioner, Registration No: BS-U 1369
Building Practitioners Board, Melbourne Vic.

## Accredited Certifier, Registration No: BPB 0368
Building Professionals Board, Sydney NSW.
10.3 - Building report for March 2020 (cont’d)
Ordinary meeting – June 29, 2020

10 - Officers reports for information  Planning and Infrastructure

10.3 - Building report for March 2020 (cont’d)

Attachments
Nil

Tabled papers
Nil

Declaration of conflict of interests
Under section 80C of the Local Government Act 1989 officers providing advice to the council must disclose any interests, including the type of interest.

Director Planning and Infrastructure - Leon Schultz
In providing this advice, I have no interests to disclose in this report.

Manager Planning and Building - John Sidgwick
In providing this advice, I have no interests to disclose in this report.

Manager Building Services - David Seal
In providing this advice, I have no interests to disclose in this report.

Building Services Administration Officer - Jasmine Jackson
In providing this advice as the report author, I have no interests to disclose in this report.

For information only.
10.4 - Competitive services report for May 2020

<table>
<thead>
<tr>
<th>May</th>
<th>YTD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quotation / tenders issued</td>
<td>23</td>
</tr>
<tr>
<td>Total number of contracts awarded</td>
<td>13</td>
</tr>
<tr>
<td>Contracts awarded to local suppliers</td>
<td>12</td>
</tr>
<tr>
<td>Value of contracts awarded</td>
<td>$3,969,788.00</td>
</tr>
</tbody>
</table>

**Tenders advertised / quotations issued**

| W857-16Q | Klings Reserve Mountain Bike Trail Stage 2 Works |
| W2034-20 | Provision of Architectural Services for the new Baranduda Fields Football (Soccer) Pavilion |
| W2035-20Q | Riverside Estate Stage 14, Playground – Concrete and Landscaping |
| W2036-20 | Emerald Oval Carpark Construction |
| W2041-20Q | Division 6 Asbestos and Hazardous Materials Survey of Wodonga Sports and Leisure Centre |
| W2061-20Q | Council Offices First Floor North Wing Refurbishment - Demolition Works |
| W2062-20Q | Council Offices First Floor North Wing Refurbishment - Carpentry and Glazing works |
| W2063-20Q | Council Offices First Floor North Wing Refurbishment - Electrical, Lighting and Data works |
| W2064-20Q | Council Offices First Floor North Wing Refurbishment - Internal linings works |
| W2065-20Q | Council Offices First Floor North Wing Refurbishment - Mechanical Services |
| W2066-20Q | Council Offices First Floor North Wing Refurbishment - Painting works |
| W2067-20 | Solar Lights at Various locations |
| W2069-20 | Provision of Sport Field and Precinct Design Services for the Baranduda Fields Stage 1- Soccer |
| W2078-20Q | Supply and Maintenance of First Aid Kits – Wodonga City Council |
| W2079-20Q | Council Offices First Floor North Wing Refurbishment - Joinery |
| W2080-20Q | Council Offices First Floor North Wing Refurbishment - Plumbing Works |
| W2081-20Q | Council Offices First Floor North Wing Refurbishment - Tiling works |
| W2091-20Q | Church Street asphalting and associated works |
| W2094-20Q | Council Offices First Floor North Wing Refurbishment - Flooring works |
| W2105-20Q | Engage an external consultant to prepare and deliver Risk Workshop with Executive team |

**Tenders / quotations under evaluation**

| W1815-19 | New Library/Gallery audio visual requirements supply and installation |
| W1956-20Q | Wodonga Sports and Leisure Centre planter boxes tiling |
| W1962-20Q | Bonegilla Migrant Experience - Design, supply and installation of a steel barbeque shelter and associated street furniture |
| W1965-20Q | Consultancy Services for the completion of an Albury Wodonga Traffic Model |
| W1984-20 | Carry out the construction works for a series of pram crossings, kerb and footpaths around the City of Wodonga |
| W1986-20Q | Kelly Park Pavilion Reconstruction - Demolition |
| W1987-20Q | Kelly Park Pavilion Reconstruction - Concreting |
| W1988-20Q | Kelly Park Pavilion Reconstruction - Carpentry |
## 10.4 - Competitive services report for May 2020 (cont’d)

<table>
<thead>
<tr>
<th>Contract Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>W1989-20Q</td>
<td>Kelly Park Pavilion Reconstruction - Glazing</td>
</tr>
<tr>
<td>W1990-20Q</td>
<td>Kelly Park Pavilion Reconstruction - Roofing</td>
</tr>
<tr>
<td>W1991-20Q</td>
<td>Kelly Park Pavilion Reconstruction - Internal Lining</td>
</tr>
<tr>
<td>W1992-20Q</td>
<td>Kelly Park Pavilion Reconstruction - Painting</td>
</tr>
<tr>
<td>W1993-20Q</td>
<td>Kelly Park Pavilion Reconstruction - Joinery</td>
</tr>
<tr>
<td>W1994-20Q</td>
<td>Kelly Park Pavilion Reconstruction - Plumbing</td>
</tr>
<tr>
<td>W1995-20Q</td>
<td>Kelly Park Pavilion Reconstruction - Electrical</td>
</tr>
<tr>
<td>W1996-20Q</td>
<td>Kelly Park Pavilion Reconstruction - Mechanical</td>
</tr>
<tr>
<td>W1997-20Q</td>
<td>Kelly Park Pavilion Reconstruction - Tiling</td>
</tr>
<tr>
<td>W1998-20Q</td>
<td>Supply of replacement streetlight fittings</td>
</tr>
<tr>
<td>W2006-20Q</td>
<td>Queue Management System</td>
</tr>
<tr>
<td>W2011-20</td>
<td>Provision of mobile security patrol services</td>
</tr>
<tr>
<td>W2010-20</td>
<td>Provision of security monitoring, technical support &amp; scheduled &amp; reactive security maintenance</td>
</tr>
<tr>
<td>W2017-20Q</td>
<td>Cypress Court flood levee design</td>
</tr>
<tr>
<td>W2042-20V</td>
<td>Container Deposit Scheme (CDS) Options Review</td>
</tr>
<tr>
<td>W2052-20Q</td>
<td>Supply and delivery of one utility 4x4 auto space cab fitted with animal management unit.</td>
</tr>
<tr>
<td>W2088-20Q</td>
<td>Supply Rugger Mobile Devices</td>
</tr>
</tbody>
</table>

### Contract Preparation

<table>
<thead>
<tr>
<th>Contract Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>W1896-19Q</td>
<td>Roadworks associated with new the Lawrence Street bridge over House Creek</td>
</tr>
<tr>
<td>W1912-19Q</td>
<td>Supply and install Wi-Fi access at Richardson Park, Junction Square and Hovell Street Council Precinct</td>
</tr>
<tr>
<td>W1999-20Q</td>
<td>Supply and delivery of one Truck MWB 8500GVM 12,000GCM with attached tipping body</td>
</tr>
<tr>
<td>W2000-20Q</td>
<td>Supply and Delivery of one truck MWB 8500GVM 12,000GCM with attached tipping body</td>
</tr>
<tr>
<td>W2003-20</td>
<td>Supply and delivery of one truck 15,000-17,000 GVM 17,000-24,000 GCM with attached wood chipping collection tipping body</td>
</tr>
<tr>
<td>W2009-20</td>
<td>Procurement Australia Contract 2206/0221 Fleet Services &amp; Consumables</td>
</tr>
</tbody>
</table>

### Contracts awarded

<table>
<thead>
<tr>
<th>Contract Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>W1846-19</td>
<td>Demolition and Construction of Lawrence Street Bridge over House Creek</td>
</tr>
<tr>
<td>W1887-19</td>
<td>Design and construction, Basketball courts mechanical upgrade (HVAC), Wodonga Sports and Leisure centre</td>
</tr>
<tr>
<td>W1894-19</td>
<td>Baranduda Footpath Construction – Westmont to Pro Hart Drive – Stage 2</td>
</tr>
<tr>
<td>W1897-19Q</td>
<td>Telstra conduits cross House Creek at Lawrence Street</td>
</tr>
<tr>
<td>W1966-20Q</td>
<td>Felltimber Toilet Block - Concrete, Earthworks and Steelworks</td>
</tr>
<tr>
<td>W1967-20Q</td>
<td>Felltimber Toilet Block - Plumbing</td>
</tr>
<tr>
<td>W1968-20Q</td>
<td>Felltimber Toilet Block - Carpentry and Cladding</td>
</tr>
<tr>
<td>W1969-20Q</td>
<td>Felltimber Toilet Block - Roofing</td>
</tr>
<tr>
<td>W1970-20Q</td>
<td>Felltimber Toilet Block - Electrical</td>
</tr>
<tr>
<td>W1971-20Q</td>
<td>Felltimber Toilet Block - Internal Lining</td>
</tr>
<tr>
<td>W1972-20Q</td>
<td>Felltimber Toilet Block - Tiling</td>
</tr>
</tbody>
</table>
10.4 - Competitive services report for May 2020 (cont’d)

<table>
<thead>
<tr>
<th></th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>W1973-20Q</td>
<td>Felltimber Toilet Block - Painting</td>
</tr>
<tr>
<td>W1983-20</td>
<td>Stormwater Pit and Pipe Defect Inspection and Condition Assessment</td>
</tr>
</tbody>
</table>

Contracts awarded to local suppliers

<table>
<thead>
<tr>
<th></th>
<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td>Jun</td>
<td>80%</td>
<td></td>
<td></td>
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<td></td>
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<td></td>
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<tr>
<td>Jul</td>
<td>80%</td>
<td></td>
<td></td>
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<tr>
<td>Aug</td>
<td>72%</td>
<td></td>
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<td></td>
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<tr>
<td>Sep</td>
<td>51%</td>
<td></td>
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<tr>
<td>Oct</td>
<td>65%</td>
<td></td>
<td></td>
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<td></td>
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<td></td>
<td></td>
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<tr>
<td>Nov</td>
<td>45%</td>
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<tr>
<td>Dec</td>
<td>55%</td>
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<td></td>
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</tr>
<tr>
<td>Jan</td>
<td>100%</td>
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<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Feb</td>
<td>86%</td>
<td></td>
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<td></td>
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<td></td>
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<tr>
<td>Mar</td>
<td>79%</td>
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<tr>
<td>Apr</td>
<td>50%</td>
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<tr>
<td>May</td>
<td>92%</td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Attachments

Nil

Tabled papers

Nil

Declaration of conflict of interests

Under section 80C of the *Local Government Act* 1989 officers providing advice to the council must disclose any interests, including the type of interest.

Director Finance and Systems - Narelle Klein
In providing this advice, I have no interests to disclose in this report.

Manager Finance - Nicola Gleeson Coopes
In providing this advice, I have no interests to disclose in this report.

Team Leader Financial Accounting - Tyson Smith
In providing this advice, I have no interests to disclose in this report.
### 10.4 - Competitive services report for May 2020 (cont’d)

Procurement coordinator - Alison Hughes  
In providing this advice as the report author, I have no interests to disclose in this report.

For information only.
10.5 - Assemblies of councillors

Under section 3 of the *Local Government Act 1989* an assembly of councillors (however titled) means a meeting of an advisory committee of the Council, if at least one councillor is present, or a planned or scheduled meeting of at least half of the councillors and one member of Council staff which considers matters that are intended or likely to be:

a. the subject of a decision of the Council; or

b. subject to the exercise of a function, duty or power of the Council that has been delegated to a person or committee.

An assembly of councillors does not include a meeting of the Council, a special committee of the Council, an audit committee established under section 139, a club, association, peak body, political party or other organisation.

The written record of each assembly is, as soon as possible, required to be incorporated in the minutes of the council meeting. The written records of the assemblies recently held are shown below.
### 10.5 - Assemblies of councillors (cont’d)

Councillor briefing of Monday, May 18, 2020, commencing at 8.30am and concluding at 10.10am.

<table>
<thead>
<tr>
<th>Venue</th>
<th>Virtual on-line meeting</th>
</tr>
</thead>
</table>

**In attendance**

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Items discussed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anna Speedie</td>
<td>Mayor and councillor</td>
<td>All items</td>
</tr>
<tr>
<td>Brian Mitchell</td>
<td>Deputy Mayor and councillor</td>
<td>All items</td>
</tr>
<tr>
<td>Kat Bennett</td>
<td>Councillor</td>
<td>All items</td>
</tr>
<tr>
<td>Libby Hall</td>
<td>Councillor</td>
<td>All items</td>
</tr>
<tr>
<td>Danny Lowe</td>
<td>Councillor</td>
<td>All items</td>
</tr>
<tr>
<td>Ron Mildren</td>
<td>Councillor</td>
<td>Apology</td>
</tr>
<tr>
<td>John Watson</td>
<td>Councillor</td>
<td>All items</td>
</tr>
<tr>
<td>Mark Dixon</td>
<td>Chief Executive Officer</td>
<td>All items</td>
</tr>
<tr>
<td>Debra Mudra</td>
<td>Deputy CEO</td>
<td>All items, except 4d</td>
</tr>
<tr>
<td>Simone Hogg</td>
<td>Acting Director Community Development</td>
<td>All items, except 4d</td>
</tr>
<tr>
<td>Narelle Klein</td>
<td>Director Finance &amp; Systems</td>
<td>All items, except 4d</td>
</tr>
<tr>
<td>Leon Schultz</td>
<td>Director Planning &amp; Infrastructure</td>
<td>All items, except 4d</td>
</tr>
<tr>
<td>Kevin Scully</td>
<td>Governance Officer</td>
<td>All items, except 4d</td>
</tr>
<tr>
<td>Shelli Hardwick</td>
<td>Team Leader Early Years</td>
<td>Item 4a</td>
</tr>
<tr>
<td>Ryan Hastie</td>
<td>Business Innovation and Continuous</td>
<td>Item 4a</td>
</tr>
<tr>
<td></td>
<td>Improvement Coordinator</td>
<td></td>
</tr>
</tbody>
</table>

**Conflict of interest disclosures**

There were no disclosures

**Items discussed**

1. The Mayor and councillors reported on matters relating to their roles as delegates, and other community issues.
2. The CEO gave an update of strategic issues.
3. Review of council meeting agenda.
4. Briefing reports were provided on the following:
   a) Childcare Service Review
   b) Finance Report for April 2020
   c) Guidelines for Virtual Council Meetings
   d) CEO Annual Review Discussion
## 10.5 - Assemblies of councillors (cont’d)

Councillor briefing of Monday, June 1, 2020, commencing at 8.30am and concluding at 10.25am.

<table>
<thead>
<tr>
<th>In attendance</th>
<th>Venue</th>
<th>Items discussed</th>
</tr>
</thead>
</table>
| Anna Speedie           | On line virtual meeting | 1. The Mayor and councillors reported on matters relating to their roles as delegates, and other community issues.  
2. The CEO gave an update of strategic issues.  
3. Briefing reports were provided on the following:  
   a) Update to the instruments of delegation |
| Brian Mitchell         |               |                                                                                  |
| Kat Bennett            |               |                                                                                  |
| Libby Hall             |               |                                                                                  |
| Danny Lowe             |               |                                                                                  |
| Ron Mildren            |               |                                                                                  |
| John Watson            |               |                                                                                  |
| Mark Dixon             |               |                                                                                  |
| Debra Mudra            |               |                                                                                  |
| Simone Hogg            |               |                                                                                  |
| Narelle Klein          |               |                                                                                  |
| Leon Schultz           |               |                                                                                  |
| Kevin Scully           |               |                                                                                  |
| Kellie Davies          |               |                                                                                  |

**Conflict of interest disclosures**

There were no disclosures
### 10.5 - Assemblies of councillors (cont’d)

Councillor briefing of Monday, June 15, 2020, commencing at 8.30am and concluding at 10.40am.

#### Venue
- On line virtual meeting

#### In attendance

<table>
<thead>
<tr>
<th>Councillor</th>
<th>Role</th>
<th>Items discussed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anna Speedie</td>
<td>Mayor and councillor</td>
<td>All items</td>
</tr>
<tr>
<td>Brian Mitchell</td>
<td>Deputy Mayor and councillor</td>
<td>All items</td>
</tr>
<tr>
<td>Kat Bennett</td>
<td>Councillor</td>
<td>All items</td>
</tr>
<tr>
<td>Libby Hall</td>
<td>Councillor</td>
<td>All items</td>
</tr>
<tr>
<td>Danny Lowe</td>
<td>Councillor</td>
<td>All items</td>
</tr>
<tr>
<td>Ron Mildren</td>
<td>Councillor</td>
<td>Apology</td>
</tr>
<tr>
<td>John Watson</td>
<td>Councillor</td>
<td>All items</td>
</tr>
<tr>
<td>Mark Dixon</td>
<td>Chief Executive Officer</td>
<td>All items</td>
</tr>
<tr>
<td>Debra Mudra</td>
<td>Deputy CEO</td>
<td>All items</td>
</tr>
<tr>
<td>Simone Hogg</td>
<td>Director Community Development</td>
<td>All items</td>
</tr>
<tr>
<td>Narelle Klein</td>
<td>Director Finance &amp; Systems</td>
<td>All items</td>
</tr>
<tr>
<td>Leon Schultz</td>
<td>Director Planning &amp; Infrastructure</td>
<td>All items</td>
</tr>
<tr>
<td>Kevin Scully</td>
<td>Governance Officer</td>
<td>All items</td>
</tr>
<tr>
<td>Adam Wiseman</td>
<td>Manager Investment Attraction &amp; Economic Development</td>
<td>Item 3a, 3b, &amp; 3c</td>
</tr>
<tr>
<td>April Lampe</td>
<td>Property Officer</td>
<td>Item 3a, 3b, &amp; 3c</td>
</tr>
<tr>
<td>Nicole Weyandt</td>
<td>Community Planning &amp; Development Co-ordinator</td>
<td>Item 3d</td>
</tr>
<tr>
<td>Anthea Maher</td>
<td>Community Planning &amp; Development Co-ordinator</td>
<td>Item 3d</td>
</tr>
</tbody>
</table>

#### Conflict of interest disclosures

<table>
<thead>
<tr>
<th>Councillor</th>
<th>Item</th>
<th>Did the councillor leave the meeting?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kat Bennett</td>
<td>Item 3d) – Community Impact Grants.</td>
<td>Yes</td>
</tr>
</tbody>
</table>

#### Items discussed

1. The Mayor and councillors reported on matters relating to their roles as delegates, and other community issues.
2. The CEO gave an update of strategic issues.
3. Briefing reports were provided on the following:
   - Sale, Exchange and Transfer of Council owned land policy
   - Property Leasing and Licensing Policy
   - Property Divestment Policy
   - Community Impact Grants
Ordinary meeting – June 29, 2020

10 - Officers reports for information
City Growth, Engagement and People

10.5 - Assemblies of councillors (cont’d)

Councillor briefing of Monday, June 22, 2020, commencing at 8.30am and concluding at 11.25am.

<table>
<thead>
<tr>
<th>Venue</th>
<th>On line virtual meeting</th>
</tr>
</thead>
</table>

In attendance

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Items discussed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anna Speedie</td>
<td>Mayor and councillor</td>
<td>All items</td>
</tr>
<tr>
<td>Brian Mitchell</td>
<td>Deputy Mayor and councillor</td>
<td>All items</td>
</tr>
<tr>
<td>Kat Bennett</td>
<td>Councillor</td>
<td>All items</td>
</tr>
<tr>
<td>Libby Hall</td>
<td>Councillor</td>
<td>All items, except 3b to 3e</td>
</tr>
<tr>
<td>Danny Lowe</td>
<td>Councillor</td>
<td>All items</td>
</tr>
<tr>
<td>Ron Mildren</td>
<td>Councillor</td>
<td>Apology</td>
</tr>
<tr>
<td>John Watson</td>
<td>Councillor</td>
<td>All items</td>
</tr>
<tr>
<td>Mark Dixon</td>
<td>Chief Executive Officer</td>
<td>All items</td>
</tr>
<tr>
<td>Debra Mudra</td>
<td>Deputy CEO</td>
<td>All items</td>
</tr>
<tr>
<td>Simone Hogg</td>
<td>Director Community Development</td>
<td>All items</td>
</tr>
<tr>
<td>Narelle Klein</td>
<td>Director Finance &amp; Systems</td>
<td>All items</td>
</tr>
<tr>
<td>Leon Schultz</td>
<td>Director Planning &amp; Infrastructure</td>
<td>All items</td>
</tr>
<tr>
<td>Kevin Scully</td>
<td>Governance Officer</td>
<td>All items</td>
</tr>
<tr>
<td>Kellie Davies</td>
<td>Manager Communications, Marketing &amp; Customer Focus</td>
<td>Item 3a</td>
</tr>
<tr>
<td>April Lampe</td>
<td>Property Officer</td>
<td>Item 3b</td>
</tr>
<tr>
<td>Mark Verbaken</td>
<td>Manager Environment and Community Protection</td>
<td>Item 3c</td>
</tr>
<tr>
<td>Nicola Gleesone-Coopes</td>
<td>Manager Finance</td>
<td>Item 3d</td>
</tr>
<tr>
<td>Alison Hughes</td>
<td>Contracts Administrator</td>
<td>Item 3d</td>
</tr>
</tbody>
</table>

Conflict of interest disclosures

There were no disclosures

Items discussed

1. The Mayor and councillors reported on matters relating to their roles as delegates, and other community issues.
2. The CEO gave an update of strategic issues.
3. Briefing reports were provided on the following:
   a) Library-Gallery naming
   b) Divestment of vacant industrial land Lot 2 PS533379
   c) Waste Management Contract - Proposed Recycling Contract Variation
   d) Procurement Policy review
   e) Proposed Sale of Land at Logic

Attachments

Nil

Tabled papers
10.5 - Assemblies of councillors (cont’d)

Nil

Declaration of conflict of interests

Under section 80C of the *Local Government Act* 1989 officers providing advice to the council must disclose any interests, including the type of interest.

Deputy Chief Executive Officer - Debra Mudra
In providing this advice, I have no interests to disclose in this report.

Governance Officer - Kevin Scully
In providing this advice as the report author, I have no interests to disclose in this report.

For information only.
### 10.6 - Decisions register

This report provides an update on decisions from previous council meetings.

<table>
<thead>
<tr>
<th>Item</th>
<th>Wodonga Historical Society (17/09/2018)</th>
</tr>
</thead>
</table>
| Resolution | That council:  
1. Enter into a three year memorandum of understanding with the Wodonga Historical Society with a total annual contribution of $23,500 with $10,000 per year for three years being funded from the Community Impact Partnership grant program; and  
2. Lobby State Government for land, funding or a permanent premises, on behalf of Wodonga Historical Society. |
| Status | 1. Completed. 2. In progress – temporary exhibition spaces to be considered as part of the new library / gallery. |

<table>
<thead>
<tr>
<th>Item</th>
<th>Petition - parking restrictions in Church Street (18/03/2019)</th>
</tr>
</thead>
</table>
| Resolution | That:  
1. Option 5, Close Church St to through traffic at the Goods Shed, be implemented in the short term.  
2. Full closure be considered at the termination of the final lease, and any renegotiated leases to be in the knowledge of a full closure of Church St in future. |
| Status | Completed. |

<table>
<thead>
<tr>
<th>Item</th>
<th>Local Government Renewable Energy Power Purchase Agreement Project (LG PPA) (15/07/2019)</th>
</tr>
</thead>
</table>
| Resolution | That council:  
1. Participate in the tender process for the Victorian Government indirect supply-linked Power Purchasing Agreement for 100 per cent of Wodonga Council’s electricity load, and  
2. Authorise the CEO to sign the contract documentation resulting from the PPA tender process. |
| Status | In progress. |

<table>
<thead>
<tr>
<th>Item</th>
<th>Wodonga Planning Scheme Amendment C131 - Application to apply a Environmental Significance Overlay at Wodonga Water Treatment Plant - Anzac Parade (19/08/2019)</th>
</tr>
</thead>
</table>
| Resolution | That approval be given for officers to:  
1. Seek authorisation from the Minister for Planning to prepare Amendment C131 to the Wodonga Planning Scheme to apply an Environmental Significance Overlay Schedule 7 (ESO7) over land adjoining the Wodonga Potable Water Treatment Plant; and  
2. Formally prepare and exhibit Amendment C131 in accordance with the requirements of Section 19 of the Planning and Environment Act 1987 once Ministerial authorisation has been issued |
| Status | Minor edits requested. |

<table>
<thead>
<tr>
<th>Item</th>
<th>Gateway Island Master Plan - Priority Setting Table: Project Implementation (19/08/2019)</th>
</tr>
</thead>
</table>
| Resolution | That:  
1. The unspent component of ledger 64070 – Gateway Village Masterplan in the 2018/2019 capital investment program being $188,950, be carried over into the 2019/2020 capital investment program and be consolidated with |
10.6 - Decisions register (cont’d)

<table>
<thead>
<tr>
<th>Item</th>
<th>Resolution</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>the approved allocation for 2019/2020 of $200,000; 2. The project list, as set out within this report be approved as the works program for 2019/2020; 3. Once the projects have been fully investigated and scoped, they be brought back to the council for assessment; 4. Council officers continue to plan for future infrastructure projects and that advocacy continues for grant funding for projects on Gateway Island.</td>
<td>In progress.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Item</th>
<th>Resolution</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>That: 1. Council agree to the proclamation of the area shown in attachment B and described as allotment 2011. 2. Subject to the above proclamation being finalised, council: a. In accordance with Schedule 10, Clause 3 and Section 223 of the Local Government Act 1989 (the Act) give public notice of its intention to discontinue a section of road, as shown in attachment B, and described as allotment 2010; b. The public notice stipulate that persons may make a submission on the proposed discontinuance in accordance with Section 223 of the Act and that written submissions must be received within 28 days of publication of the notice; c. The Chief Executive Officer be authorised to undertake the administrative procedures necessary to enable council to carry out its functions under section 223 of the Act in relation to this matter; d. That if submissions are received under section 223 of the Act: i. a special meeting of council be convened on a date to be determined, to hear from any person or persons who request to be heard in support of a section 223 written submission; and ii. a report on any section 223 submissions received by council be provided to the next available ordinary council meeting; and e. If no submissions are received within 28 days of the notice the council resolve to discontinue the road and to publish a notice of the discontinuance in the Victorian Government Gazette</td>
<td>In progress.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Item</th>
<th>Resolution</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>That Council release Covenant AC867382G from Lot 2 and Lot 3 PS741672 (16/09/2019)</td>
<td>In progress.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Item</th>
<th>Resolution</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>That: 1. Public notice be given of the Council’s intention to name three parks as described in this report and recommended by the Place Names Advisory Committee. 2. The public notice stipulate that persons may make a submission on the proposed names, and that written submissions must be received on a date that is no later than 28 days after the publication of the notice. 3. That if submissions are received these be referred to the Place Names</td>
<td>In progress.</td>
</tr>
</tbody>
</table>
### 10.6 - Decisions register (cont’d)

<table>
<thead>
<tr>
<th>Item</th>
<th>Resolution</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Committee for consideration and a report back to Council.</strong></td>
<td>4. If no submissions are received within the prescribed period, the proposed recommendations be adopted without further resolution of Council, and advice forwarded to the Registrar of Geographic Names to undertake the gazettal procedure.</td>
<td>Names gazetted. Signs currently in production. <strong>Completed.</strong></td>
</tr>
<tr>
<td>**Item</td>
<td>Road rename - Frederic Street Road (18/11/2019)**</td>
<td>Resolution</td>
</tr>
<tr>
<td></td>
<td>That:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>1. Public notice be given of council’s intention to change the name of Frederic Street Road to Frederic Road as described in this report and recommended by the Place Names Advisory Committee.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>2. The public notice stipulate that persons may make a submission on the proposed name, and that written submissions must be received on a date that is no later than 28 days after the publication of the notice.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>3. If objections are received these be referred to the Place Names Committee for consideration and a report back to council.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>4. If no objections are received within the prescribed period, the proposed recommendation be adopted without further resolution of council, and advice forwarded to the Registrar of Geographic Names to undertake gazettal procedure.</td>
<td></td>
</tr>
<tr>
<td>**Item</td>
<td>Outdoor Operations Depot - proposed negotiations into new leases or acquisition. (09/12/2019)**</td>
<td>Resolution</td>
</tr>
<tr>
<td></td>
<td>That:</td>
<td>Lease in draft form.</td>
</tr>
<tr>
<td></td>
<td>1. The Chief Executive Officer be authorised to negotiate and enter into a new lease over the properties at 1 Kendall Street, 8 Kane Road and 10 Kane Road, Wodonga;</td>
<td></td>
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<tr>
<td></td>
<td>2. The lease initially be set at 10 years plus two 5 year options thereafter;</td>
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<tr>
<td></td>
<td>3. The lease include an option to purchase the three renovated properties at a purchase price of $6.5 million by 30 June 2021; and</td>
<td></td>
</tr>
<tr>
<td></td>
<td>4. The 2020-2021 draft budget be prepared on the basis that the option to purchase is exercised.</td>
<td></td>
</tr>
<tr>
<td>**Item</td>
<td>Sport and Recreation Victoria funding programs 2020-2021 (17/02/2020)**</td>
<td>Resolution</td>
</tr>
<tr>
<td></td>
<td>1. That council apply for funding of $240,000 to upgrade Kelly Park LED lighting, under the 2019-20 World Game Facilities Fund, with a total project cost of $360,000 and a council contribution of $120,000.</td>
<td></td>
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<td></td>
<td>2. That subject to:</td>
<td></td>
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<tr>
<td></td>
<td>a. a confirmed contribution of $25,000 from Cricket Albury Wodonga, prior to the grant submission date of 13 March 2020; and</td>
<td></td>
</tr>
<tr>
<td></td>
<td>b. a confirmed contribution of $137,500 from Albury City Council, prior to the grant submission date of 13 March 2020;</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Council apply for funding of $100,000 through the Community Cricket Program and $50,000 through the Australian Cricket Infrastructure Fund to develop Albury Wodonga Regional Cricket Hub, with a total project cost of $450,000 and a council contribution of $137,500.</td>
<td></td>
</tr>
</tbody>
</table>
10 - Officers reports for information

10.6 - Decisions register (cont’d)

**Status**

**Item** Transfer of Reserve 1 PS319159J to North East Water (17/02/2020)

**Resolution**

1. The council owned land at Mill Street, Wodonga, described as Reserve 1 PS319159J, be transferred to North East Water; and,
2. The Chief Executive Officer be authorised to execute all necessary documentation pertaining to the transfer of the subject land to North East Water.

**Status** In progress.

---

**Item** Gateway Island - Commonwealth land holdings (17/02/2020)

**Resolution**

1. The council not agree to the request to vary the Transfer Agreement at this time;
2. A workshop be convened in Wodonga, at which the Minister or his / her representative/s, officials from the Department of Finance, and other stakeholders would be invited to meet with councillors and executive officers, in order to investigate the risks, challenges and opportunities associated with varying the Transfer Agreement; and
3. Subsequent to the workshop, a further report be presented to council to make a final determination on the request to vary the Transfer Agreement.

**Status** In progress – meeting to be arranged.

---

**Item** Tender for works at LOGIC (W1954-20) (16/03/2020)

**Resolution**

1. Tender W1954-20: Design, Supply and Installation of a new Gas Gate at LOGIC be awarded to Australian Gas Networks (Vic) Pty Ltd in the sum of $5,261,850 + GST;
2. The Mains Extension Work Agreement be signed and returned before the validity expiry date of 26 March 2020;
3. The council resolves to gift or transfer at no cost to Australian Gas Networks (Vic) Pty Ltd approximately 880m² of Lot RES1 on PS549776X for the purposes of accommodating the Gas Gate;
4. In accordance with sections 189 and 223 of the Local Government Act 1989 ("the Act") public notice be given in the Border Mail of the intention to gift or transfer at no cost to Australian Gas Networks (Vic) Pty Ltd a part of the land on the corner of Bilston Drive and Roche Drive, referred to as Lot RES1 on PS549776X;
5. The public notice shall stipulate that persons may make a submission on the proposed ‘gifting’ of the land in accordance with Section 223 of the Act and that written submissions be received on a date that is at least 28 days after the publication of the notice;
6. The Chief Executive Officer be authorised to undertake the administrative procedures necessary to enable council to carry out its functions under section 223 of the Act in relation to this matter;
7. If submissions are received under section 223 of the Act:
   a. A special meeting of council be convened on a date to be determined to hear from any person or persons who request to be
### 10.6 - Decisions register (cont’d)

<table>
<thead>
<tr>
<th>Item</th>
<th>Planning permit amendment (69/2019/A) – 87 Baxter-Whelans Road Barnawartha North – car parking and display of business identification signs (16/03/2020)</th>
</tr>
</thead>
</table>
| Resolution | That having considered all the matters required by section 60 of the Planning and Environment Act 1987, the permit be amended to allow: Buildings and Works (Factory and Sheds) in the IN1Z and DDO3, a reduction of 66 car parking spaces, and display of business identification signs in accordance with the submitted development plans; Subject to the following changes to the conditions:  
  **Amend Condition 2: Amended Plans Required - Development**  
  Insert the requirement for an amended site plan showing 5 additional car parking spaces adjacent to the factory building.  
  The original permit required minor changes to the development plans removing reference to Stage 3 of the development and advertising signs. These elements can be deleted as the amended plans address the requirements of this condition.  
  **Amend Condition 4: Engineering Plans and Construction**  
  Insert the word ‘updated’, so the first sentence reads: Before commencing construction, updated detailed engineering construction plans must be prepared to the satisfaction of the Responsible Authority...  
  **Insert new conditions:**  
  **Number of Spaces Required for the Development**  
  No fewer than 15 car spaces must be provided on the land, to the satisfaction of the Responsible Authority.  
  **No Alterations to Signs**  
  The location, dimensions and means of illumination of the signs shown on the endorsed plans must not be altered without the written consent of the Responsible Authority.  
  **Sign Maintenance**  
  All signs must be constructed and maintained to a safe and tidy standard to the satisfaction of the Responsible Authority.  
  **Signage - Expiry Date**  
  The permissions relating to advertising signs approved by this permit expires 15 years after the date of this permit.  
  Upon expiry of the signage permissions in this permit, all signs and structures built specifically to support and illuminate the signs must be removed.  
  **Renumber existing conditions to reflect above amendments.** |
10 - Officers reports for information

City Growth, Engagement and People

10.6 - Decisions register (cont’d)

<table>
<thead>
<tr>
<th>Status</th>
<th>Wodonga Planning Scheme Amendment C132 - Baranduda Convenience Centre (16/03/2020)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Item</td>
<td>1. That in accordance with Section 23(1) of the Planning and Environment Act 1987, having considered the submissions received in respect to amendment C132 to the Wodonga Planning Scheme, officers be authorised to refer submissions to a Planning Panel appointed under Part 8 of the Planning and Environment Act 1987; and 2. That officers be authorised to continue to consider and negotiate submissions prior to the sitting of the Planning Panel.</td>
</tr>
<tr>
<td>Status</td>
<td>The planning panel date has met. Report likely by 30 June.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Item</th>
<th>Anomalies Planning Scheme Amendment - update (16/03/2020)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Resolution</td>
<td>That the Council resolves to progress Amendment C133 once authorisation is received from the Minister for Planning.</td>
</tr>
<tr>
<td>Status</td>
<td>Final documentation is being prepared before submitting to the Minister.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Item</th>
<th>Proposed Planning Scheme Amendment - Riverside Estate (16/03/2020)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Resolution</td>
<td>That: 1. Authorisation be sought from the Minister for Planning to prepare an Amendment for the Riverside Estate, and officers be authorised to undertake public exhibition of the planning scheme amendment, in accordance with the requirements of Section 19 of the Planning and Environment Act 1987; and 2. Such amendment be limited to items shown at Attachment A, Map Ref. Nos 1, 2, 3, 4, 5 and 6.</td>
</tr>
<tr>
<td>Status</td>
<td>On hold for the time being.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Item</th>
<th>Wodonga Hills Strategy - Project Update and Strategy Review (20/04/2020)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Resolution</td>
<td>That: 1. That project updates set out in this report be received and noted; 2. The Wodonga Hills Strategy be reviewed during the period March 2021 - November 2021 by a new committee that will operate under a revised terms of reference as defined by council and will consist of: Councillors along with nominated representatives from DELWP, the Indigenous community, Country Fire Authority and the Wodonga urban landcare network; 3. The Council recognises that the Wodonga Hills Advisory Group have discharged their duties of acting as an advisory group to the Council and now ceases to meet; and 4. The Council acknowledges the Wodonga Hills Advisory Groups contribution to the Wodonga Hills Strategy implementation</td>
</tr>
<tr>
<td>Status</td>
<td>Part one is completed. Part two: - a report will be brought to the council re the new committee, terms of reference, selection criteria, etc. Parts three and four are noted and completed.</td>
</tr>
</tbody>
</table>

| Item | Council Plan adjustment (18/05/2020) |
10.6 - Decisions register (cont’d)

<table>
<thead>
<tr>
<th>Resolution</th>
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<tbody>
<tr>
<td>That:</td>
</tr>
<tr>
<td>1. in accordance with Section 125(9) and Section 223 of the Local Government Act, 1989, the draft Council Plan 2017-2018 to 2020-2021, as adjusted 2020 (as tabled), be made available for the purposes of public notice, inviting comment from Wednesday, May 20 to Wednesday, June 17, 2020;</td>
</tr>
<tr>
<td>2. a Special Meeting of the Council be convened, if required, to hear from persons who wish to be heard in support of their written submission, the meeting to be scheduled for 9am on Monday, June 22, 2020 at the Council Chambers, Hovell Street, Wodonga;</td>
</tr>
<tr>
<td>3. the Chief Executive Officer be appointed to administer the section 223 process; and</td>
</tr>
<tr>
<td>4. a report on the draft Council Plan 2017-2018 to 2020-2021, as adjusted 2020, along with a summary of the public submission process, be presented to the Ordinary Meeting of the Council scheduled for 6pm on Monday, June 29, 2020.</td>
</tr>
</tbody>
</table>

| Status |
| Placed on public exhibition and is the subject of a report with this agenda. |
| Completed. |

<table>
<thead>
<tr>
<th>Item</th>
<th>Draft 2020-2021 Budget (18/05/2020)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Resolution</td>
<td>That:</td>
</tr>
<tr>
<td>1. the Draft 2020-2021 Budget, as tabled, and initialed by the Chairperson for identification be the Budget prepared by Council for the purposes of Section 127(1) of the Local Government Act 1989 (&quot;the Act&quot;) be endorsed for public exhibition as required by section 129(1) of the Act;</td>
<td></td>
</tr>
<tr>
<td>2. the Fees and Charges Schedule be included as part of the draft 2020-2021 Budget;</td>
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</tr>
<tr>
<td>3. the public notice be given in the Border Mail and it stipulate that persons may make a submission on the draft 2020-2021 budget in accordance with Section 223 of the Act and that written submissions must be received on a date that is at least 28 days after the publication of the notice;</td>
<td></td>
</tr>
<tr>
<td>4. the public notice include the information required to be made available in accordance with the section 9 of the Local Government (Planning and Reporting) Regulations 2014;</td>
<td></td>
</tr>
<tr>
<td>5. the Chief Executive Officer be authorised to undertake the administrative procedures necessary to enable the council to carry out its functions under section 223 of the Act in relation to this matter;</td>
<td></td>
</tr>
<tr>
<td>6. if submissions are received under section 223 of the Act and persons request to be heard in support of a written submission, a special meeting of council be convened for that purpose at 9am on Monday, June 22, 2020; and</td>
<td></td>
</tr>
<tr>
<td>7. a report on the section 223 process for the draft 2020-2021 budget, including a summary of any hearings held, be submitted to the ordinary council meeting of June 29, 2020.</td>
<td></td>
</tr>
</tbody>
</table>

| Status |
| Placed on public exhibition and is the subject of a report with this agenda. |
| Completed. |

<table>
<thead>
<tr>
<th>Item</th>
<th>Albury Wodonga Smart Community Strategy (18/05/2020)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Resolution</td>
<td>That the attached draft Albury Wodonga Smart Community Strategy be placed</td>
</tr>
</tbody>
</table>
# 10.6 - Decisions register (cont’d)

<table>
<thead>
<tr>
<th>Item</th>
<th>Volunteer Policy update (18/05/2020)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Resolution</td>
<td>That the Volunteer Policy, as included with the attachments, be adopted</td>
</tr>
<tr>
<td>Status</td>
<td>Policy issued to staff and placed on the council website. Completed.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Item</th>
<th>2C1C Regional Natural Environment Strategy (18/05/2020)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Resolution</td>
<td>That the draft Regional Natural Environment Strategy documents are endorsed for a period of public consultation, in accordance with a communications and engagement plan, with a view to consideration by both Wodonga Council and Albury City Council following revision in response to any community feedback.</td>
</tr>
<tr>
<td>Status</td>
<td>Public consultation period closes on 29 June.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Item</th>
<th>Design and Construction, Basketball Courts Mechanical Upgrade (HVAC), Wodonga Sports and Leisure Centre (18/05/2020)</th>
</tr>
</thead>
</table>
| Resolution | That:  
1. The tender from BSA Maintain (VIC) Pty Ltd for contract W1887-19 Design and Construction, Basketball Courts Mechanical Upgrade (HVAC), Wodonga Sports and Leisure Centre for the contract sum of $721,000 (excl GST) be accepted;  
2. An additional contingency sum of 10% of the contract sum, $72,100, be allocated to cover any latent conditions; and  
3. The contract period should be from June 1, 2020 to November 30, 2020. |
| Status | Tender awarded. Completed. |

<table>
<thead>
<tr>
<th>Item</th>
<th>Domestic Animal Management Plan 2017-2021 mid-cycle review feedback report (18/05/2020)</th>
</tr>
</thead>
</table>
| Resolution | That:  
1. The outcomes of the mid-cycle survey and feedback, as set out at attachment B to this report, be received and noted;  
2. Officers provide a further report to the August 2020 council meeting on making Wodonga an ‘on-leash’ only municipal area, with provision for specific, nominated public areas where off-leash activities may be permitted, with the report to incorporate further community engagement using appropriate survey and engagement tools; and  
3. A full review of the Domestic Animal Management Plan 2017-2021 be undertaken in 2021 and that the feedback received during the October 2019 surveys and set out within attachment B to this report be used to inform the development of the new Domestic Animal Management Plan 2021-2025. |
| Status | In progress. |

<table>
<thead>
<tr>
<th>Item</th>
<th>Lawrence Street Bridge - proposed bridge replacement project (18/05/2020)</th>
</tr>
</thead>
</table>
| Resolution | That the Council:  
1. Defers the reconstruction of Lawrence Street and re-allocates the funding ($500,000) from Ledger 68132 Lawrence Street reconstruction to Ledger 51022 Lawrence Street Bridge; |
10 - Officers reports for information

10.6 - Decisions register (cont’d)

2. Allocates an additional $1,709,354 of council funding to the Lawrence Street Bridge Replacement Project;

3. Awards tender W1846-2019 to Nelmac Engineering in the sum of $2,710,000 excluding GST for the demolition and construction of the Lawrence Street Bridge over House Creek;

4. Awards tender W1896-2019 to Excell Gray Bruni Pty Ltd in the sum of $523,474 excluding GST for the roadworks associated with the new Lawrence Street Bridge over House Creek;

5. Allocates a total contingency amount of $350,000 to the project, to be strictly managed by council’s project manager;

6. The tender period of the Lawrence Street Bridge Replacement Project shall be from 19 May 2020 to the end of November 2020;

7. Considers the replacement of the Lawrence Street kerb and channel and the simultaneous provision of a new footpath fronting Kelly Park no later than in the 2021/2022 financial year; and

8. Considers the reconstruction of Lawrence Street (Melrose Drive to Morrison Street) in a future budget and as prioritised by a condition assessment of the road asset.

Status: Tender awarded. Completed.

Whenby Grange Estate - request to vary a sec.173 agreement (18/05/2020)

Resolution:

That:

1. The requirements set by the following clauses within section 173 agreement AG625658H for the Whenby Grange Estate be removed:
   6.9(a) the provision of a roundabout at the intersection of Beechworth Road and Yarralumla Drive for a maximum of 282 lots;
   6.9(c) the extension of Yarralumla Drive from Huon Creek Road through to Beechworth Road; and

2. The following clauses dealing with the infrastructure requirements within the existing section 173 agreement AG625658H for the Whenby Grange Estate not be removed:
   6.9(b) the duplication of Beechworth Road from the intersection of Yarralumla Drive through to Huon Creek Road;
   6.9(d) the intersection works at the corner of the old tip road and Beechworth Road.
   6.9(e) the provision of a single playing field at North Leneva; and
   6.9(f) the apportioned contribution for the purchase of land and development of community facilities including playgrounds, a neighbourhood centre and pre-school using the default payment provided in section 46L(1)(a) of the Planning & Environment Act, 1978.

3. The property owner of the Whenby Grange Estate be advised of Council’s decision and that a Deed of Variation be entered into and that the costs associated therewith be for the account of the property owner/developer of the Whenby Grange Estate

Status: In progress.

Attachments

Nil
10.6 - Decisions register (cont’d)

Tabled papers

Nil

Declaration of conflict of interests

Under section 80C of the Local Government Act 1989 officers providing advice to the council must disclose any interests, including the type of interest.

Deputy Chief Executive Officer - Debra Mudra
In providing this advice, I have no interests to disclose in this report.

Governance Officer - Kevin Scully
In providing this advice as the report author, I have no interests to disclose in this report.

For information only.
11 - Notices of motion

There were no notices of motion received for this meeting.
<table>
<thead>
<tr>
<th>12 - Petitions</th>
</tr>
</thead>
</table>

There were no petitions received for this meeting.
There were no documents requiring the attachment of the council seal.
Clause 23 of the Council’s Meeting Procedure Local Law (no. 1 of 2019) states:

23.1 The purpose of general business is to provide councillors with an opportunity to provide an update on their duties and meetings attended and to raise matters such as:

   a) A note of thanks or congratulations
   b) Advise of attendance at event / meeting
   c) Recognition
   d) Tributes

23.2 A General Business item is for information only. Matters requiring a council resolution should be raised under urgent business.

There was no general business.
Clause 24 of the Council's *Meeting Procedure Local Law* (no. 1 of 2019) states:

If the agenda for an Ordinary meeting makes provision for urgent business, business cannot be admitted as urgent business other than by resolution of Council and only then if it:

a) relates to or arises out of a matter which has arisen since distribution of the agenda; or

b) cannot safely or conveniently be deferred until the next Ordinary meeting or involves a matter of urgent community concern.

There was no urgent business.
Clause 66 of the Council's *Meeting Procedure Local Law* (no. 1 of 2019) states:

66.1 There shall be a public question time at every Ordinary meeting to enable members of the public to submit written questions to Council.

66.2 Public Question Time will have a duration as determined by Council from time to time.

66.3 Questions submitted to Council must be prefaced by the name and address of the person submitting the question and generally be in a form approved or permitted by Council.

66.4 Persons submitting questions must be present in the gallery at the time the question is due to be read, or the question will not be addressed by Council.

66.5 No person may submit more than two questions at any one meeting.

66.6 If a person has submitted two questions to a meeting, the second question:
   a) may, at the discretion of the Chairperson, be deferred until all other persons who have asked a question have had their questions asked and answered; or
   b) may not be asked if the time allotted for public question time has expired.

66.7 A question may be disallowed by the Chairperson if the Chairperson determines that it:
   a) relates to a matter outside the duties, functions and powers of Council;
   b) is defamatory, indecent, abusive, offensive, irrelevant, trivial or objectionable in language or substance;
   c) deals with a subject matter already answered;
   d) is aimed at embarrassing a councillor or a member of Council staff;
   e) relates to personnel matters;
   f) relates to the personal hardship of any resident or ratepayer;
   g) relates to industrial matters;
   h) relates to contractual matters;
   i) relates to proposed developments;
   j) relates to legal advice;
   k) relates to matters affecting the security of Council property; or
   l) relates to any other matter which Council considers would prejudice Council or any person.

66.8 Questions will be answered either at the Council meeting or as soon as possible after the Council meeting, subject to such policy or guidelines that Council may adopt from time to time.

66.9 No debate on questions asked or answers given is permitted.

66.10 Clause 66.1 does not apply during a local government election caretaker period.

There were no questions.
Closure of meeting to the public

The reports listed at item 17 were designated by the Chief Executive Officer to be suitable for consideration in closed session in accordance with section 77(2)(c) of the Local Government Act 1989.

Recommendation

1. That the meeting be closed to the public to consider:
   a) The Confirmation of confidential minutes, item 17.1, in accordance with section 66(2)(a) of the Local Government Act 2020, as this is “confidential information”, which as provided under section 3 is confidential meeting information, being the records of meetings closed to the public under section 66(2)(a);
   b) The Early childhood education and care program report, item 17.2, in accordance with section 66(2)(a) of the Local Government Act 2020, as this is “confidential information”, which as provided under section 3 is personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs;
   c) The Waste Management Contract - Proposed Recycling Contract Variation report, item 17.3, in accordance with section 66(2)(a) of the Local Government Act 2020, as this is “confidential information”, which as provided under section 3 is Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released and is private commercial information, being information provided by a business, that if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage; and
   d) The Annual performance review for the Chief Executive Officer (April 2019- April 2020) report, item 17.4, in accordance with section 66(2)(a) of the Local Government Act 2020, as this is “confidential information”, which as provided under section 3 is personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs.

2. That in accordance with section 66(5)(b) of the Local Government Act 2020 the minutes record that the explanation for:
   a) item 17.2 being considered confidential information is that the report includes personnel matters which affect the personal affairs of persons involved with early childhood education;
   b) item 17.3 being considered confidential the contractor is engaged for a range of other waste-related services to other local councils within and outside of
Ordinary meeting – June 29, 2020

17 - Confidential business

<table>
<thead>
<tr>
<th>north eastern Victoria. The negotiated outcome set out within this report is considered commercial-in-confidence and it being out in the public domain at this time may well impact other contractual negotiations underway; and</th>
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<td>c) item 17.4 being considered confidential is that the report includes personnel matters which affect the personal affairs of the CEO.</td>
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</table>

**Motion**

Crs Kat Bennett / Brian Mitchell

That the recommendation be adopted.  

*Carried*
17 - Confidential business

17.1 - Confirmation of confidential minutes

Confidential Reason

Consideration of this item will be closed to members of the public as, in accordance with section 66(2)(a) of the Local Government Act 2020, it contains “confidential information”, which as provided under section 3 is confidential meeting information, being the records of meetings closed to the public under section 66(2)(a).
17.2 - Early childhood education and care program

Confidential Reason

Consideration of this item will be closed to members of the public as, in accordance with section 66(2)(a) of the Local Government Act 2020, it contains “confidential information”, which as provided under section 3 is personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs.
Confidential Reason

Consideration of this item will be closed to members of the public as, in accordance with section 66(2)(a) of the Local Government Act 2020, it contains “confidential information”, which as provided under section 3 is Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released and is private commercial information, being information provided by a business, that if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage.
17.4 - Annual performance review for the Chief Executive Officer (April 2019-April 2020)

Confidential Reason

Consideration of this item will be closed to members of the public as, in accordance with section 66(2)(a) of the Local Government Act 2020, it contains “confidential information”, which as provided under section 3 is personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs.
Clause 24 of the Council's *Meeting Procedure Local Law* (no. 1 of 2019) states:

If the agenda for an Ordinary meeting makes provision for urgent business, business cannot be admitted as urgent business other than by resolution of Council and only then if it:

a) relates to or arises out of a matter which has arisen since distribution of the agenda; or

b) cannot safely or conveniently be deferred until the next Ordinary meeting or involves a matter of urgent community concern.

A confidential urgent business item also needs to stipulate the reason for the matter being considered as confidential in accordance with section 89 (2) and section 89 (3) of the *Local Government Act 1989*.

There was no confidential urgent business.
Return to open council

Recommendation
That the ordinary meeting of the council be resumed.

Motion
Crs Kat Bennett / Brian Mitchell
That the recommendation be adopted.  
Carried unanimously

Adopt the 'in-camera' recommendations

An amended officer recommendation was tabled at the meeting, which read:

Recommendation
That council:
1. Adopts the recommendations of the closed meeting of the council;
2. Resolves, pursuant to section 125(2) of the Local Government Act 2020, that the confidential information should be publicly available for the limited purpose of communicating the effect of these resolutions to the extent necessary to give effect to them; and
3. Authorises the Chief Executive Officer to communicate the effect of these resolutions to the effect necessary to give effect to them.

Motion
Crs John Watson / Kat Bennett
That the recommendation be adopted.  
Carried unanimously

Chairperson to close the meeting.

There being no further business the meeting closed at 7.41pm.

Minutes confirmed this .................. day of ............................ 2020.

...........................................
Chairperson