Wodonga Council minutes for the Ordinary meeting of the council held in the Council Chamber – 104 Hovell St, Wodonga on May 14, 2018.

**Present**

Cr A Speedie (Mayor)
Cr K Bennett
Cr L Hall
Cr D Lowe
Cr R Mildren
Cr T Quilty
Cr J Watson

**In attendance**

Ms P Harrington  Chief Executive Officer
Ms N Klein  Director Business Services
Ms S Hogg  Acting 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 the land on which we are meeting. We pay our respects to their Elders and to Elders from other communities who may be here today.*

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

   There were no apologies.

   Cr Hall was granted leave of absence for the period from 15 May 2018 to 7 June 2018.

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

   **Recording of council meeting**
   
   The CEO advised that the council’s Meeting Procedure Local Law states that audio, video, or still image recording devices are not to be used, unless prior approval has been given by the chairperson or by council. Members of the public gallery were requested to observe this requirement.

   **Late confidential item**
   
   The CEO advised that with the agreement of council it was proposed to introduce a late item of urgent confidential business, *Logic land – exclusivity period*, to be numbered in the agenda as item 16.3.

   Consideration of the item should be closed to members of the public as it contains matters listed under section 89 (2) (c), (d), and (e) of the Local Government Act 1989 relating to industrial matters, contractual matters and proposed developments.

   **Motion**

   Crs Ron Mildren / Danny Lowe

   That a late item of urgent confidential business – *Logic land – exclusivity period* - be included in the agenda as item 16.3.

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

Cr Libby Hall disclosed a conflict of interest, being a direct interest (section 77B of the Local Government Act, 1989), for item 9.3 Building report. The nature of the interest is that Cr Hall owns properties in the same street as a property listed in the report.

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 8.11 CBA Parking Strategy and WPS Amendment C98. The nature of the interest is that Cr Mildren’s company has previously prepared an objection to the CBA and associated strategic planning and amendment on behalf of a client.

Cr Ron Mildren disclosed a conflict of interest, being a direct interest (section 77B of the Local Government Act, 1989), for item 9.2 Planning Report. The nature of the interest is that Cr Mildren’s business had a direct involvement with a client in one of the planning permits granted.

6. Confirmation of minutes of previous meetings

<table>
<thead>
<tr>
<th>Recommendation</th>
<th>That the minutes of the ordinary meeting of council held on April 16, 2018, as circulated, be confirmed.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Motion</td>
<td>Crs Kat Bennett / John Watson</td>
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<tr>
<td></td>
<td>That the recommendation be adopted.</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Recommendation</th>
<th>That the minutes of the special meeting of council held on April 23, 2018, as circulated, be confirmed.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Motion</td>
<td>Crs Danny Lowe / Libby Hall</td>
</tr>
<tr>
<td></td>
<td>That the recommendation be adopted.</td>
</tr>
</tbody>
</table>
7. Delegates reports

Nil

8. Officers reports for determination

8.1 Ombudsman’s Report 8
8.2 Rating Strategy Review 18
8.3 Council Plan and Budget items where councillors have a conflict of interest 30
8.4 Council Plan adjustment 34
8.5 Draft 2018-2019 Budget 39
8.6 Reconstruction of High Street (from Lawrence Street to Elgin Boulevard) - Civil Works 47
8.7 Reconstruction of High Street between Lawrence Street and Elgin Boulevard - Landscape Works 57
8.8 Domestic Animal Management Plan 65
8.9 Proposed sale of former saleyards site 71
8.10 Review of CityLife publication 77
8.11 Wodonga CBA Car Parking Plan for approval and Wodonga Planning Scheme Amendment C98 Car Parking Plan & Parking Overlay 83

9. Officers reports for noting

9.1 Finance Report for April 2018 98
9.2 Planning report for April 2018 111
9.3 Building report for April 2018 114
9.4 Competitive Services Report for April 2018 118
9.5 Quarterly Council Plan progress report 121
9.6 The National Disability Insurance Scheme: Transition and Implications 122

10. Officers reports for information

10.1 Status report on council meeting resolutions 131
10.2 Assemblies of councillors 137
10.3 Planning for the Wodonga Hills - Hills Advisory Group 145

11. Notices of motion

11.1 Councillor briefings 146
12. Petitions

Nil

13. Council seal

Nil

14. Urgent business

15. Question time and presentation of awards

16. Confidential business

16.1 Confirmation of confidential minutes of July 17, 2017

16.2 Key terms and conditions to the proposed sale of Bandiana Saleyards site

16.3 Logic land - exclusivity period

16. Confidential urgent business

18. Close of meeting
### Risk Matrix

<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>Irreversible 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 revision</td>
<td>Total impact on revenue or expenditure that may lead to the organisation being placed into 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 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 organisational strategic objectives. Temporary loss of key data.</td>
<td>Would threaten the continuation of a business unit's program, project or a critical service. Impact adversely on the Business Unit's strategic objectives. Unrecoverable loss of key data.</td>
<td>Would threaten the organisation's viability or would not allow the organisation to achieve its objectives</td>
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<tr>
<td>Reputation</td>
<td>Limited political/community sensitivity</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 information.</td>
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<tr>
<td>Safety</td>
<td>Limited political/community sensitivity</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>
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<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>Sanction compliance breach with potential prosecution with maximum penalty imposed.</td>
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### Likelihood

- **Almost Certain (A):** Can be expected to occur in most circumstances (i.e. weekly).
- **Likely (B):** Will probably occur in most circumstances in the future (i.e. monthly).
- **Possible (C):** May occur in some circumstances in the future (i.e. yearly).
- **Unlikely (D):** Could occur at some time in the future, but doubtful (i.e. every 2-10 years).
- **Rare (E):** Expected to occur in exceptional circumstances (i.e. 10 years).

### Response based on risk score

- **Extreme:** 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.
- **Medium:** Manage through usual procedures and accountabilities.
- **Low:** Add treatments where appropriate.
Council has not received any Delegates reports for this meeting.
8.1 - Ombudsman's Report

Purpose of report

The purpose of this report is to:

1. Receive and note the Victorian Ombudsman’s Report *Investigation into Wodonga City Council’s overcharging of a waste management levy*, April 2018;

2. Authorise officers to undertake preparatory work with the Essential Services Commission (ESC), Local Government Victoria (LGV) and the Municipal Association of Victoria (MAV) to determine how the Ombudsman’s recommendations can be implemented by Wodonga Council; and

3. Request that the MAV advocate for an amendment to the *Local Government Act 1989* to provide clarity in the Act for the correct determination of refuse, its collection and disposal and to define the reasonable cost of providing that service.

Background

On 24 April the Victorian Ombudsman tabled a report to the Victorian Parliament on the investigation of waste charges at Wodonga Council. A copy of the report is tabled.

The report contains two recommendations:

1. *That the council reduce its waste management service charge to only recover the reasonable costs of the collection and disposal of refuse and to effect the above within three years from the finalisation of this investigation.*

2. *That Local Government Victoria consider recommending that section 162 of the Local Government Act 1989 (Vic) be amended to require that charges for the collection and disposal of refuse reflect the reasonable cost of providing that service.*

As noted in the Ombudsman’s Report the Council has accepted the first recommendation and supported the implementation of the second recommendation.

Timeline

**October 2016**

Ombudsman contacts the Council to advise she was making an inquiry about waste management charges, and other matters at the Wodonga Council.
December 2016

The allegations about the Council’s waste management charges were first raised with councillors within the first month after the election of the new council.

This matter was discussed at the councillor briefing on 12 December 2016.

March 2017

On 24 March 2017 the Ombudsman notified the Council of her intention to upgrade her investigation from an inquiry to an investigation.

April 2017

Verbal advice was given at the next available councillor briefing, held on 10 April 2017, by the Director Business Services (DBS) as a part of budget workshop. In that advice the DBS noted that the Ombudsman’s initial inquiry from October 2016 had been upgraded to an Investigation.

June 2017

- The CEO and DBS met on 15 June with officers from Ombudsman Victoria to answer questions in relation to the waste management charge. This was a voluntary appearance.
- Verbal advice was given at the councillor briefing of 26 June by the CEO and DBS advising about the meeting with officers from Ombudsman Victoria.

September 2017

A written report was provided to the councillor briefing on 4 September 2017.

February 2018

The Ombudsman issues her draft report on 21 February 2018 for council feedback.

March 2018

- On 2 March the CEO and Acting DBS met with Graeme Emonson, Executive Director, Local Government Victoria and Andrew Chow, Director for Local Government, ESC.
- A written report was provided to the councillor briefing on 5 March 2018. The report noted the Ombudsman’s draft recommendations.
- A written report was provided to the councillor briefing on 19 March 2018. The report noted that I had advised the Ombudsman that the Council accepts both of her recommendations. Further I gave an assurance that the council will work with the Essential Services Commission to implement what is recommended.
Waste management charges and community transparency

Almost all of the information included in the Ombudsman’s Report was already in the public realm.

Waste management charges and community transparency with previous councils

Previous councils have been transparent with the community about the surplus generated by the waste management charge. It has been regularly noted in the annual Budget and Strategic Resource Plan (SRP), as well as in two Rating Strategy’s in 2010 and 2015, which were developed and reviewed by a Rating Strategy Reference Group, with community members.

As the Ombudsman noted on page 13 of her report the 2015 Rating Strategy was subject to extensive community consultation.

Indeed the extent of the transparency is evident in the June 30, 2016 article in the Border Mail, with the headline “Cash being made in trash” with Wodonga Council proactively publicising how the surplus was used to provide environmental and other core Council services (refer attachment A).

Waste management charges and community transparency with the current Council

In June 2017 this council adopted its Budget and Council Plan, including the Strategic Resource Plan (SRP).

This followed a four week period of community consultation, involving:

- Advertisement in the Border Mail on May 17 advertising that the plan and budget were out for community consultation and the various forums and channels from which it could be accessed;
- CityLife advertised that the budget was out for community consultation and the various ways in which it could be accessed;
- The ‘Make Wodonga Yours’ website with information on the consultation process;
- Public open forum sessions were held at Baranduda Community Centre on Thursday, June 1, 2017, the Wodonga Library on Monday, June 5, 2017 and Tuesday, June 6, 2017 and The Cube on Tuesday, June 6, 2017. A total of 23 community members took part in these consultations;
- Three councillor “seats on the street” sessions;
- Advertised on foyer TVs in customer service and community centres; and
- Sent Facebook and Twitter messages.
8.1 - Ombudsman's Report (cont’d)

The SRP that was adopted by this Council noted that the waste management charge has for many years returned a surplus against direct operating costs relating to garbage collection and disposal.

Further, in light of the improved recycling rates and in acknowledgement of the existence of the net surplus (p. 34 of the *Strategic Resource Plan 2017-2018 to 2026-2027*), this Council decided:

- to reduce the Waste Service Charge applicable to Garbage and recycling by $20 per eligible assessment in 2017-2018; and
- That there be no increase in the Waste Management Levy component of the Waste Service Charge.

**Waste management charges and financial impact on the community**

It is important to note that the Council’s use of the waste management service charge has not led to any extra impost on the community because the total amount of revenue derived from rates and charges during the relevant years would have been the same. The revenue derived from the waste management service charge would have instead been revenue derived from a higher general rate or a municipal charge (or combination of both).

Page 21 of the Ombudsman’s Report noted the Council’s view that:

"the waste management service charge has been revenue neutral to ratepayers, having regard to the fact that any revenue foregone from a lower waste management service charge would have been compensated by revenue from a higher general rate or a higher rate and municipal charge”.

**Essential Services Commission**

Action to give effect to the Ombudsman’s first recommendation requires that the Council work with the ESC to implement what is recommended.

This process has already commenced with discussions being held with officers from the ESC on March 2 and March 23.

Community consultation would be a significant part of this process, including the establishment of a Rating Strategy Group (refer separate report).

**Local Government Victoria**

On March 16 2018 the Council made a submission on the exposure draft of the new Local Government Act.

The submission read:
Section 107 of the draft bill provides that a council may declare a service charge for certain services, including for the collection and disposal of refuse.

The current Act and the new Local Government Bill do not address whether charges for the collection and disposal of refuse should reflect the reasonable cost of providing that service.

Council suggests that the new Act should not be silent on this matter, but should include a statement, or ministerial guidelines, that address this.

Separately I met with Graeme Emonson, Executive Director, Local Government Victoria on 2 March to consider the implications of the Ombudsman’s Report for Wodonga Council and sector wide issues.

Municipal Association of Victoria

On 9 May the MAV held a meeting of those councils also affected members to consider the Ombudsman’s Report.

Representatives from several councils spoke about being in a similar situation to Wodonga and to the extent to which the charges for waste reflected the reasonable costs of providing the service at their council.

The meeting also highlighted the importance of amending the Local Government Act to adopt the Ombudsman’s second recommendation.

The MAV will work with councils and LGV to define a way forward for those councils impacted by the ombudsman’s recommendations.

This meeting clearly identified the issue as sector wide.

The MAV is expected to issue a public statement early next week to outline the sectors approach.

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 waste management levy is reviewed annually during the adoption of the budget and the strategic Resource Plan, and is strategically assessed, at least every five years, with the review and update of the Rating Strategy.
8.1 - Ombudsman's Report (cont’d)

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 fails to act on the recommendation of the Ombudsman.</td>
<td>2</td>
<td>D</td>
<td>S</td>
<td>The Ombudsman notes that the Act does not require charges to be levied at the cost of providing the service, and has recommended that the Act be amended to change this. Nonetheless the Ombudsman has said it was wrong to use waste management charges for purposes other than for the ‘collection and disposal of refuse’. The council has undertaken to set its waste management service charge so that it only recover the reasonable costs of the service.</td>
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</tbody>
</table>

Financial implications

The financial implications are unknown at this time. The reduction to the waste management charge requires a staged approach involving, as a minimum, the following:

- Review by a Rating Strategy Group
- Community Consultation
- Submission to the ESC

Environmental implications

The collection and disposal of waste has environmental implications.

Social / cultural implications

There are no social / cultural implications.

Legislative implications

Section 162(1)(b) of the Local Government Act 1989 provides that the Council may declare a service charge for waste. The Ombudsman’s Report has recommended that the Act be amended to require that charges for the collection and disposal of refuse reflect the reasonable cost of providing that service.
Community engagement and internal consultation

The adoption of waste management charges has been incorporated as a part of the consultation on the annual budget, and also through the Rating Strategy Group. The proposal to reduce the charge will have a number of consultative measures built in, including with the Rating Strategy Group, and the setting and adoption of the Budget.

Conclusion

The Ombudsman’s Report has two recommendations.

Council would be prudent to accept and work with both recommendations as the outcomes of any change or review to the Local Government Act will determine in what ways councils meet the requirements of the Ombudsman’s Report and what changes are necessary to rates and/or waste management charges.

The current Act and the new Local Government Bill do not provide clarity as to what is refuse and what are reasonable costs for the collection and disposal of refuse.

Council suggests that the new Act should not be silent on this matter, but should include a statement, or ministerial guidelines, that address this.

Attachments

The following documents are attached to this report:

- Attachment A: Border Mail article from 2016 - Cash being made in trash

Tabled papers

The following documents will be tabled at the meeting:

- Document A: Victorian Ombudsman’s Report: Investigation into Wodonga City Council's overcharging of a waste management levy

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 - Patience Harrington
In providing this advice, I have no interests to disclose in this report.

Chief Executive Officer - Patience Harrington
In providing this advice as the report author, I have no interests to disclose in this report.
8.1 - Ombudsman's Report (cont’d)

**Recommendation**

That:

1. The Victorian Ombudsman’s Report *Investigation into Wodonga City Council’s overcharging of a waste management levy*, April 2018 be received and noted;

2. The Ombudsman’s recommendation relating to Wodonga’s waste management service charge be implemented within two years;

3. Council undertake preparatory work with the Essential Services Commission and Local Government Victoria to investigate the implications of the review of the *Local Government Act* and how the implementation of the Ombudsman’s Report will impact Wodonga; and

4. The Municipal Association of Victoria be requested to advocate for an amendment to the *Local Government Act 1989* to implement recommendation two from the Ombudsman’s Report.

**Motion**

Crs Danny Lowe / Kat Bennett

That the recommendation be adopted.

Carried

**Comments recorded**

*During discussion of this item Cr Hall requested that her comments be recorded in the minutes.*

I support the Ombudsman Report being accepted by council.

What I don't support in this report is some of the information provided. I believe it is misleading.

The report whilst mentioning councillors were briefed on the initial investigation and progress of the Ombudsman investigation through to it being tabled in Parliament is accepted. I don't dispute this. What the report fails to add, is the lack of detailed information on what we councillor's were actually given.

Anyone reading the report would assume we were fully informed. But we were not. We were never given information on the amount of the levy. Even after asking about the amount I speculated on at the council briefing back in April 2017 and what I thought the amount could be.
This was immediately dismissed, and was to be later very close to the mark as what was stated in the Ombudsman’s Report.

Also what was not forthcoming at council briefings was how long the overcharging went on for, how it was formulated and where the Waste Management Levy monies were actually spent.

We did not receive this information until April 2018 this year. It was only then made available after we were informed of the forthcoming Ombudsman’s Report being tabled in Parliament. Only then were we given the relative documents that the Ombudsman had received herself. So to say we were informed is just not true.

The Transparency with the Rate Payers is in my belief with the Waste Management Levy really what was lacking about this whole issue. If we councillors were not aware then it pretty obvious that the Rate Payers would not be aware.

You only needed to look at the Rates Notices and on the Council website to see an example of poor detail and description of what the Garbage Charges were actually for and for most people this is where they would look to find out where our Rates went and what the charges are for. The Ombudsman whilst here in Wodonga on Friday again made this same reference in her presentation at the Cube.

As for the description and meaning of what Waste Management is, you only have to do a 5-10min google search on the EPA website to find the meaning of this. In my view it really is not a grey area and is well defined. Areas of what be considered as reasonable cost to recoup from Rate Payers for waste should be addressed in the act and I do agree that this should be better defined.

So while I do fully and respectfully support all of the Ombudsman's Report and Recommendations... the report given here tonight at council still tries to dress over and muddy any wrong doing by council over the many years. The Ombudsman clearly states in her report what was done by council was wrong.

This report by the council lacks noting that, and I believe should have included that council did not inform the current councillors of detailed information that could have provided them with better clarity and information about the "Waste Management Levy" and with not providing this information caught us blindsided and unable to deal with the "Waste Management Levy" in a more timely manner and even possibly in last year's Budget.

I believe this information should have been written in to the report as a fair and just assessment of what prevailed and would have given the community enlightenment over the process that preluded to the Waste Management Levy being not addressed by this council and eventuation of it being table in the Parliament.

The way the report is written, speaks otherwise. It legitimizes the view that we councillors were fully briefed when we were not.

However I accept that we need to table and accept the Ombudsman's Report.
**8.2 - Rating Strategy Review**

**Purpose of report**

The purpose of this report is to seek endorsement for a process to review and update Council’s Rating Strategy.

The Council has previously resolved that a comprehensive review of the Rating Strategy, with community input, be next conducted as part of the 2019-2020 budget review (ordinary meeting of 11/05/2015).

In order to ensure the review is completed in time for the 2019-2020 budget it is necessary to commence the process now.

It is also relevant to work with this group to implement the findings of the Ombudsman’s Report.

**Background**

An objective for a council under the *Local Government Act 1989* (the Act) (section 3C(2)(f)) is to ensure the equitable imposition of rates and charges.

A *rating strategy* is the process by which council systematically considers the factors of importance that inform its decisions about the *rating system*. The rating system determines how Council will raise money from properties within the municipality. It does not influence the total amount of money to be raised, only the share of revenue contributed by each property. The rating system comprises the (valuation) base and actual rating instruments that are used to calculate an individual property owners’ liability for rates.

A *rating strategy* comprises a number of components including:

1. a review of rationales and objectives;
2. related research;
3. the development of definitions;
4. rate modelling;
5. the development of required documentation;
6. opportunity for public review/consultation; and
7. results of comments received.

Council last reviewed its Rating Strategy in 2015 with implementation of most recommendations from that review commencing in the 2015-2016 Budget.

Since the 2015 Rating Strategy the State Government has introduced rate capping, with the requirement that councils which seek to apply a rate above the cap be required to make application to the Essential Services Commission.
This paper therefore commences the process for the 2019-2020 review of the Rating Strategy.

It is proposed that a review be commenced shortly within the following parameters:

Process

1. Establish a Rating Strategy Reference Group (RSRG) which will include representation from a cross section of rate-paying stakeholders. The committee could also include members with skills and expertise to supplement those brought to the table by the rate-paying stakeholders. The committee would be classified as an “advisory committee”.

2. Develop a terms of reference with its main objective being to provide input updating the Rating Strategy document with particular emphasis on reviewing and advising on key principles Council should consider in developing its Rating Strategy.

3. Seek and appoint nominees though a public process. Council may also seek to appoint additional members. This should ensure an adequate balance of skills and representation of a range of stakeholders. It is also proposed that reference group include two councillors (including one as Chairperson), and three staff members (for administrative and technical input).

4. The RSRG will be provided with background material and various financial modelling, with further financial modelling support being provided as needed.

5. The RSRG will be asked to provide input into the Rating Strategy for Council to consider. It is envisaged that the group will meet four or five times over a period of several months.

6. The draft strategy may or may not have unanimous support from the reference group. Where unanimous support has not been secured then a summary of the issues/positions of the various stakeholders will be provided to Council for consideration. The RSRG will not be asked to vote on any part or all of the document.


9. In addition to providing feedback on the Rating Strategy, this community engagement would also be used to inform any application that the Council may make to the Essential Services Commission for a variation to the rate cap.


12.
**8.2 - Rating Strategy Review (cont’d)**

Proposed Timelines

<table>
<thead>
<tr>
<th>Action</th>
<th>May 2018</th>
<th>June</th>
<th>July</th>
<th>Aug</th>
<th>Sept</th>
<th>Oct</th>
<th>Nov</th>
<th>Dec</th>
<th>Jan 2019</th>
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<tbody>
<tr>
<td>Council endorses process at Council Meeting</td>
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<td>Nominations from public sought</td>
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<td>Nominations reviewed, group appointed, Cr rep(s) determined</td>
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<tr>
<td>RSRG meets, develops draft Rating Strategy</td>
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<td>RSRG submits draft Rating Strategy to Council</td>
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<td>Council considers draft, submits for public comment</td>
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<tr>
<td>Council receives public comment.</td>
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</tr>
<tr>
<td>Council adopts the Rating Strategy.</td>
<td></td>
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</tr>
</tbody>
</table>
Proposed Structure

It is envisaged that the group will include two Councillors with one acting as chairperson, and representation from a range of rate paying stakeholders including, but not limited to, representation from the different rating categories currently in existence. These include vacant landowners, residential home owners, commercial and industrial property owners, development use land holders and rural land holders. Nominations are also encouraged from various representative organisations such as the Business Wodonga, tourism groups, community based service providers, and environmental groups.

The Director Business Services will be a member and other Council staff will attend to provide technical input and administrative support.

Terms of Reference

A draft terms of reference is attached.

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 is a review of an existing 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>The Rating Strategy is not updated and the council operates from inaccurate information.</td>
<td>1</td>
<td>C</td>
<td>H</td>
<td>Approve the recommendation.</td>
</tr>
</tbody>
</table>

Financial implications

No financial implications arise directly out of this proposal per se for Council.

The purpose of the review is to look at how the rates burden should be fairly distributed between the various groups or classes of ratepayers.
It is beyond the scope of the review to discuss the appropriateness of the quantum of the rate revenue to be collected.

The cost to perform the review will be absorbed within current operating budgets.

**Environmental implications**

It is possible that rating strategies may directly influence environmental outcomes either through direct pricing signals, or through separate / specific funding arrangements that link rates collection to environmental outcomes,

**Social / cultural implications**

Outcomes from the review will have potential to alter the share of rates between different social groupings. It is proposed that community presence on the working group include a representative from community based service providers.

**Legislative implications**

Part 1A – Local Government Charter, of the Local Government Act 1989 (LGA) describes the purpose of Local Government is to provide for the peace, order and good government, facilitate and encourage development, to provide services and facilities for the community and to maintain, improve, and develop the resources of the municipal district.

The LGA at Part 1A Local Government Charter - Section 3C(f) provides that an objective of council should be “to ensure the equitable imposition of rates and charges”.

The LGA does not further define equity or efficiency of the rating structure, and it can be presumed that the adoption of a legal rating framework will ensure equity and efficiency within the meaning and principles of the legislation.

Under a recent change to the LGA, as stated in section 161(2A), a Council must have regard to any Ministerial guidelines made under subsection (2B) before declaring a differential rate for any land. The LGA also has other requirements with regard to rate differentials which must be taken in account.

**Community engagement and internal consultation**

Public comments will be sought as described in processes above.

It is proposed that this will include:
8.2 - Rating Strategy Review (cont’d)

1. Community input into the review and update of the draft Rating Strategy. This will be done via the creation of a Rating Strategy Reference Group with the community invited to nominate for membership;

2. A public comment process (section 223) to consider a draft Rating Strategy before being considered for adoption by Council;

3. Public forums to explain the revised strategy;

4. Communication plan to support activities.

Options for consideration

1. Do Nothing – Not recommended. Council has previously resolved to review its Rating Strategy as part of the 2019-2020 budget process.

2. Conduct a rating review with no public input – Not recommended. Sub optimal outcomes with no community ownership would be the likely result.

3. Conduct Rating Review with public input – Recommended – provides opportunity for greater likelihood of public ownership of the outcome, and is consistent with public involvement in the development of the existing Rating Strategy in 2015.

It is proposed that two councillors be nominated to the Rating Strategic Reference Group.

Conclusion

It is recommended that the Council proceeds to implement and deliver a review of its Rating Strategy with public input in time for inclusion in the 2019-2020 Budget process. The process should include the creation of a reference group comprising of an appropriately representative range of community members, two councillors including one as Chair, and the Director Business Services.

Attachments

The following documents are attached to this 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.

Director Business Services - Narelle Klein
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.
8.2 - Rating Strategy Review (cont’d)

**Recommendation**

1. That:
   a) A process to review Council’s Rating Strategy be commenced with a view to including the outcomes of such a review in the 2019-2020 Budget process;
   b) A Rating Strategy Reference Group be established;
   c) The attached Terms of Reference for the Rating Strategy Reference Group be approved;
   d) The Chief Executive Officer be authorised to advertise to seek public nominations for membership of the Rating Strategy Reference Group; and
   e) The CEO provide a report to the July Council Meeting to determine appointments to the Rating Strategy Reference Group.

2. That the Council determine the councillor appointments to the Rating Strategy Reference Group, including the position of chairperson.

**Motion**

Crs John Watson / Tim Quilty

1. That:
   a) A process to review Council’s Rating Strategy be commenced with a view to including the outcomes of such a review in the 2019-2020 Budget process;
   b) A Rating Strategy Reference Group be established;
   c) The attached Terms of Reference for the Rating Strategy Reference Group be approved;
   d) The Chief Executive Officer be authorised to advertise to seek public nominations for membership of the Rating Strategy Reference Group; and
   e) The CEO provide a report to the July Council Meeting to determine appointments to the Rating Strategy Reference Group.

2. That councillors Hall and Quilty be the councillor representatives on the Rating Strategy Reference Group, with the position of chairperson to be determined at the July Council meeting.

Carried
Rating Strategy Reference Group

Terms of Reference

Schedule

1 Definitions

In this Schedule unless contrary intention appears:

Rating Strategy Reference Group (Reference Group) will advise Council with regards to reviewing Council’s current rating strategy and offering suggestions for improvement.

Reference Group means the persons who are appointed to the Special Reference Group in the manner hereinafter provided.

2 Objectives of the Reference Group

The objectives of the Rating Strategy Reference Group shall be to act as an advisory group and provide input into the development of a new Rating Strategy. The Rating Strategy will be presented to councillors by no later than two weeks prior to the ordinary meeting of Council to be held in November 2018.

In particular the objectives of the reference group are to:

2.1 Identify and recommend principles that Council should consider when striking general rates, particularly with regard to the creation and maintenance of any differential rates.

2.2 Provide input regarding the equitable sharing of the rates burden between various categories of ratepayers – eg, Residential, Commercial, Industrial, Rural.

2.3 Make suggestions regarding changes to the structure of current charges and their relationship to general rates, eg. Garbage, Environmental Levies, Municipal Charges.

2.4 Identify any other special rates or charges or levies it believes Council should consider.

Other issues the group may consider include:

- Garbage charges cost reflectivity;
- Incentives, disincentives and other pricing signals (eg. Incentives to encourage protection of heritage values);
- Mechanisms for raising funds for neighbourhood works;
- Balance between general rates funding and specific user pays fees and charges (public benefit v’s individual benefit);
- Transparency of cross subsidies;
- Usage/consumption of services v’s ability to pay;
• Cost reflectivity;
• Equitable share of burden; and,
• Capacity to pay.

3 Items outside the Scope of this Review

Issues the Reference Group will not be asked to consider or comment upon:

3.1 The amount of total rates revenue to be collected;

3.2 Strategies and policies of Council in general, except to the extent they relate directly to rating strategies;

3.3 Cost effectiveness and efficiency of providing Council services;

3.4 The merit or otherwise of the range of services and facilities provided by Council; and,

3.5 Council’s capital works program.

4 Council’s Responsibility to the Reference Group

4.1 Council will provide the Reference Group with the appropriate information, data and expert advice to enable it to reach its recommendations.

4.2 Council will support participation of Officers as required to inform the meeting, support meeting processes and other meeting requirements.

4.3 Council may use the information provided from the Reference Group and consult further with the wider Wodonga community.

4.4 Council will use this information that has been obtained from the Reference Group and the wider Wodonga community as part of its decision making process.

4.5 Council may amend the recommendations of the Reference Group based on the information obtained during any subsequent consultations.

4.6 Council retains the ultimate discretion to accept all, part, or none of the recommendations of the Reference Group.

5 Composition and Proceedings of the Reference Group

5.1 The Reference Group shall be appointed by resolution of Council.

5.2 The group will include two Councillors with one acting as Chairperson, the Director Business Services, and representation from a range of rate paying stakeholders including, but not limited to, representation from the different rating categories currently in existence.
5.3 Organisations such as the Wodonga Chamber of Commerce, tourism groups, community based service providers, and environmental groups, may also be represented.

5.4 Council staff will also attend to provide advice, technical input and administrative support.

5.5 All persons nominated to serve on the Reference Group shall be subject to the initial and continued approval of Council. All Reference Group members remain in office until completion of the review, or May 2019, whichever is the earlier.

5.6 A Councillor shall be appointed as Chairperson.

5.7 If a member of the Reference Group has a conflict of interest in any matter in which the Reference Group is concerned, the member must disclose the nature of that interest at the meeting at which the matter is discussed.

5.8 Members with a conflict of interest must abstain from the proceedings, including removing themselves from the meeting while the item is under discussion.

5.9 For the purpose of clauses 5.7 and 5.8 it is accepted that all members of the Reference Group are likely to be ratepayers and may potentially benefit from any changes recommended by the group. It is also accepted that such potential benefit, or disbenefit, may vary disproportionately in its financial effect between members of the Reference Group. This is in itself would not be deemed to be a conflict of interest.

6 Meetings of the Reference Group

6.1 Meetings of the Reference Group shall be held as determined by the Reference Group Chairperson.

6.2 The Reference Group shall keep a record of each of its meetings and the Chairperson shall ensure that the minutes of the meeting are submitted to the next meeting for confirmation.

6.3 When the minutes are confirmed the Chairperson at the meeting must sign the minutes and certify that they have been confirmed.

6.4 A quorum need not be established to conduct business at any meeting of the Reference Group.

6.5 All recommendations will be by consensus. Dissenting views will be noted and reported to Council.

7 Indemnity

7.1 The Council will indemnify members of the Reference Group against any action liability claim or demand on account of any matter or thing done by them on behalf of the Reference Group when they are acting in accordance
8 - Officers reports for determination

Item 8.2 - Attachment A

with this Terms of Reference by that member of the Reference Group in the
honest and reasonable belief or under a mistake of law that the member
was properly exercising any function or power of the Reference Group.

7.2 All materials, information and references provided in the course of
Reference Group meetings will be deemed confidential unless approved by
Council as not being confidential.

8 Term of Appointment

8.1 This Reference Group shall cease in May 2019 unless otherwise extended in
writing by the Council.
8.3 - Council Plan and Budget items where councillors have a conflict of interest

Purpose of report

The aim of this report is to provide council with the opportunity to resolve on any items listed in the draft Council Plan, or the draft Budget where councillors have a conflict of interest and the matter has not previously been dealt with.

Background

The Local Government Act 1989 (the Act) exempts a councillor from a conflict of interest in certain circumstances relating to the consideration of the Council Plan, Budget or revised Budget.

The provision, section 79C, provides that a councillor does not have a conflict if the matter was previously dealt with by council and the conflict disclosed at that time.

Section 79C of the Act reads:

(2) If a budget or revised budget to be approved by a Council includes funding for a matter in respect of which a Councillor has a conflict of interest the Councillor is taken to not have a conflict of interest for the purposes of approving the budget or revised budget if—
(a) the Council previously approved the matter and the proposed funding for the matter for inclusion in the budget or revised budget; and
(b) the Councillor disclosed the nature of the conflict of interest under section 79 when the decision in respect of the matter and the proposed funding for the matter was previously considered and made.

(3) If a Council Plan to be approved by a Council includes a matter in respect of which a Councillor has a conflict of interest, the Councillor is taken to not have a conflict of interest for the purposes of approving the Council Plan if—
(a) the Council previously approved the matter for inclusion in the Council Plan; and
(b) the Councillor disclosed the nature of the conflict of interest under section 79 when the decision in respect of the matter was previously considered and made.

(4) If a Councillor with a conflict of interest referred to in subsection (2) or (3) notifies the Mayor or Chairperson prior to the consideration of the budget, revised budget or Council Plan of the conflict of interest, the Mayor or Chairperson must allow a prior motion to be put that the matter or funding be considered for inclusion in the budget, revised budget or Council Plan.

Therefore, any items proposed for inclusion in the Council Plan or Budget in which a councillor may have a conflict of interest are proposed to be dealt with by separate resolution.

Once all declarations have been made and the items which are the subject of any declaration are determined upon by council, all councillors are able to vote on the
8.3 - Council Plan and Budget items where councillors have a conflict of interest (cont’d)


Councillors with a conflict of interest in matters pertaining to the council plan or budget can be dealt with at this item.

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 action outlined in this report supports good governance and transparency in the consideration of the Council Plan and Budget.

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 separate resolutions are not made one or more councillors could be absent from voting on one or both of these items.</td>
<td>4</td>
<td>C</td>
<td>Medium</td>
<td>Separate items out where councillors have a conflict of interest.</td>
</tr>
</tbody>
</table>

Financial implications

This is a procedural process with no financial implications.

Environmental implications

This is a procedural process with no environmental implications.

Social / cultural implications

This is a procedural process with no social / cultural implications.

Legislative implications

The basis for this report is section 79C(2) to 79C(4) of the Act.
Community engagement and internal consultation

This is a procedural process and has not been subject to any community engagement or internal consultation.

Options for consideration

1. Do nothing. Not recommended for the reasons outlined in this report.

2. Where councillors have a conflict of interest in a Council Plan or Budget item, deal with those items through separate resolutions prior to the consideration of the substantive reports. Recommended for the reasons outlined in this report.

Conclusion

The process outlined in this report allows councillors with conflicts of interest in the draft Council Plan, adjusted 2018 or the draft 2018-2019 Budget to declare those prior to the consideration of the Council Plan and the Budget.

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 Business Services - Narelle Klein
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.
8.3 - Council Plan and Budget items where councillors have a conflict of interest (cont’d)

**Recommendation**

Councillors to determine if any Council Plan or Budget items need to be dealt with separately prior to the consideration of the draft Council Plan, adjusted 2018 and the draft 2018-2019 Budget.

Councillors did not disclose any conflicts of interest with Council Plan or Budget items.
Purpose of report

At its meeting of June 26, 2017 the Council adopted the Council Plan 2017-2018 to 2020-2021, including Strategic Resource Plan (SRP), in accordance with the provisions of section 125(1) of the Local Government Act 1989 (the Act).

The purpose of this report is to propose that the Council Plan be adjusted in 2018 and that public comment be sought on the adjusted plan.

Background

Section 125(2) of the Act stipulates that the Council Plan must contain:

a. the strategic objectives of the council;

b. strategies for achieving the objectives for at least the next 4 years;

c. strategic indicators for monitoring the achievement of the objectives;

d. a Strategic Resource Plan containing the matters specified in section 126;

e. any other matters which are prescribed by the regulations.

The Council Plan also incorporates the Municipal Public Health and Wellbeing Plan (MPHWP) required under the Public Health and Wellbeing Act 2008.

The Council Plan details the direction and the targeted outcomes of the council over the term of this council. It describes the council’s mission, vision, objectives and strategies.

The Council Plan 2017-2018 to 2020-2021 adopted in June 2017 sets out five key themes which have been derived from the community consultation. Each theme is supported by a strategic objective and a number of strategy areas for action. Actions are detailed under each strategy area in the annual action plan.

The five themes are:

- Health, safe and resilient community;
- Connected and engaged community;
- Sustainable and forward-thinking;
- Thriving and vibrant city; and,
- Strong, responsive and sound organisation.

A review of the Council Plan 2017-2018 to 2020-2021 has been undertaken. This is the second year of the plan, and no adjustments are proposed to the strategic objectives, strategies, or strategic indicators listed in the plan.

The SRP, which is a component of the plan will be updated, along with the draft Year 2 Action Plan.
8.4 - Council Plan adjustment (cont’d)

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 draft *Council Plan 2017-2018 to 2020-2021*, as adjusted 2018, details the direction and the targeted outcomes of the Council over the term of this Council. 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>Council does not adjust the plan.</td>
<td>3</td>
<td>C</td>
<td>M</td>
<td>Adopt an adjusted Plan to reflect the proposed changes to the SRP.</td>
</tr>
</tbody>
</table>

Financial implications

The financial implications for the various objective and strategies in the *Council Plan* are included in the draft 2018-2019 Budget.

The cost of producing the *Council Plan*, and undertaking the public consultation, are included in the current Budget.

Environmental implications

As detailed in the *Council Plan*.

Social / cultural implications

As detailed in the *Council Plan*.

Legislative implications

Sections 125(7) (8) and (9) of the Act provide that the 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*.
Community engagement and internal consultation

Early in 2017, the Council undertook an extensive community consultation - The Wodonga We All Want to Live In - to inform the Council Plan.

Councillors and staff met and spoke with the community through:

- Six breakfast roundtables with community, business and stakeholder groups;
- 12 Seats on the Streets sessions with councillors around the city;
- Five neighbourhood forums;
- A two-day community forum;
- Visits to 10 schools;
- A preschool activity across council-run centres; and,
- Meetings with Westmont residents and the Senior Citizens group.

Through the two months, the council received more than 1000 pieces of feedback.

In addition, the Council has heard from more than 1400 people through the youth snapshot survey, the consultation for the MPHWP, physical activity survey and recreation planning and the Wodonga 2033 Revisited.

The Council Plan has also been informed by what the community told us through the Wodonga 2033 vision about what their priorities were for our city.

The annual action plan is informed by ongoing community consultation undertaken for various strategies and plans throughout the year as well as through other feedback tools including surveys and the council’s consultation portals.

The Act prescribes the process for public consultation and this is reflected in the recommendation.

Options for consideration

1. Do nothing.


Conclusion

This is the second year of the Council Plan, and no adjustments are proposed to the strategic objectives, strategies, or strategic indicators listed in the plan. The changes proposed are within the SRP, and the draft Year 2 Action Plan.

Attachments

Nil
8.4 - Council Plan adjustment (cont’d)

Tabled papers

The following documents will be tabled at the meeting:

- Document A: Draft Wodonga Council Action Plan Year 2

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 Business Services - Narelle Klein
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.

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

8.4 - Council Plan adjustment (cont’d)

Recommendation

That:

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 2018 (as tabled), be made available for the purposes of public notice, inviting comment from Wednesday, May 16 to Wednesday, June 13, 2018;

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 3pm on Friday, June 15, 2018 at the Council Chambers, ground floor, Hovell Street, Wodonga;

3. the Chief Executive Officer be appointed to administer the section 223 process; and

4. a report on the draft Council Plan 2017-2018 to 2020-2021, as adjusted 2018, along with a summary of the public submission process, be presented to the Ordinary Meeting of the Council scheduled for 6pm on Monday, June 25, 2018.

Motion

Crs Danny Lowe / Tim Quilty

That the recommendation be adopted.

Carried
Purpose of report

To consider the draft 2018-2019 Budget and if appropriate authorise the Chief Executive Officer to commence a public consultation process with a view to Council adopting a final 2018-2019 Budget at the ordinary meeting scheduled for June 25, 2018.

Background

A draft Budget for 2018-2019 has been prepared and distributed to councillors. The tabled budget papers need to be read in conjunction with the Council Plan which contains the Strategic Resource Plan.

The Strategic Resource Plan provides a comprehensive review of the council financial position. It contains a number of strategic activities that council will be undertaking in the next 12 months and beyond.

The proposed rate increase is 2.25 per cent, in line with the Victorian Government rate cap, but the drop in the waste management charge means an overall increase of 1.5 per cent for the average residential ratepayer.

Council Plan

<table>
<thead>
<tr>
<th>Strategic objective</th>
<th>Strategy</th>
</tr>
</thead>
</table>
| We are innovative, responsive and responsible in the way we conduct business. | • Responsible financial management.  
• Practice good governance, act with transparency and integrity in our decision-making |

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>3</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>M</td>
<td>Flexible payment options. Provide assistance through payment plans. Hardship Policy available.</td>
</tr>
<tr>
<td>External financial factors impacting Council’s ability to deliver its budget.</td>
<td>3</td>
<td>C</td>
<td>M</td>
<td>No reliance on unrealised land sales. Borrowings at fixed interest rates.</td>
</tr>
</tbody>
</table>
Financial implications

The council’s rates and charges revenue from 2018-2019 is $46.7 million based on a 2.25 per cent increase in rates and kerbside garbage charges and a 4.8 per cent reduction in the Waste Management Levy over the 2017-2018 year.

As noted above the 2.25 per cent rate rise, when combined with the 4.8 per cent drop in the waste management charge, effectively means an overall rise of 1.5 per cent for the average residential ratepayer.

The strategic resource plan provides further details in regard to the future rating strategy for Wodonga Council.

Operating result

The expected operating result for 2018-2019 is a surplus of $13.4 million. The underlying result when contributions and capital grants are excluded is a $5.4 million surplus.

Services

The net cost of services delivered to the Wodonga community for the 2018-2019 year is expected to be $48.16 million which compares with $50.74 million in 2017-2018.

Financial position and financial sustainability

A high-level Strategic Resource Plan has been developed for the years 2018-2019 to 2027-2028. This will assist council in adopting budgets which provide for predictable rate increases, prudent expenditure and income-raising to assist in council’s goals relating to financial sustainability.

Financial indicators

Selected financial indicators for forecast to 2028 ($ million):

<table>
<thead>
<tr>
<th></th>
<th>17/18</th>
<th>18/19</th>
<th>19/20</th>
<th>20/21</th>
<th>21/22</th>
<th>22/23</th>
<th>23/24</th>
<th>24/25</th>
<th>25/26</th>
<th>26/27</th>
<th>27/28</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rates ($m)</td>
<td>45.0</td>
<td>46.7</td>
<td>48.3</td>
<td>50.0</td>
<td>51.7</td>
<td>53.5</td>
<td>55.3</td>
<td>57.1</td>
<td>58.9</td>
<td>60.9</td>
<td>62.8</td>
</tr>
<tr>
<td>Borrowings</td>
<td>22.1</td>
<td>20.5</td>
<td>18.7</td>
<td>16.9</td>
<td>14.9</td>
<td>12.8</td>
<td>11.6</td>
<td>10.3</td>
<td>8.9</td>
<td>7.4</td>
<td>5.8</td>
</tr>
<tr>
<td>Operating contribution</td>
<td>4.2</td>
<td>13.4</td>
<td>5.4</td>
<td>5.0</td>
<td>5.3</td>
<td>4.7</td>
<td>4.5</td>
<td>4.2</td>
<td>4.2</td>
<td>3.7</td>
<td>3.5</td>
</tr>
<tr>
<td>Capital expenditure</td>
<td>25.0</td>
<td>24.5</td>
<td>13.2</td>
<td>12.2</td>
<td>12.5</td>
<td>12.2</td>
<td>13.2</td>
<td>12.7</td>
<td>12.8</td>
<td>12.4</td>
<td>12.0</td>
</tr>
</tbody>
</table>

Borrowings

No new borrowings are proposed for 2018-2019.
Capital works

The capital works program for the 2018-2019 year is expected to be $24.5 million. Some projects may require re-budgeting from the 2017-2018 year, however as at May 17, the quantum of these amounts are not able to be estimated. All projects which are re-budgeted will be able to be funded from matching surpluses experienced in the 2017-2018 year.

The proposed capital works program has been developed to best utilise the scarce financial resources available from all sources to provide something for all cross sections of the community.

Significant items included in the Draft 2018-2019 Budget are:

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>CBA roads – High Street south - NSRF grant</td>
<td>$5.3 million*</td>
</tr>
<tr>
<td>Road - Resealing and renewals of existing roads</td>
<td>$2.5 million*</td>
</tr>
<tr>
<td>LOGIC Gasgate</td>
<td>$4.9 million*</td>
</tr>
<tr>
<td>Building facilities renewal</td>
<td>$1.1 million</td>
</tr>
<tr>
<td>Richardson Park</td>
<td>$2.1 million*</td>
</tr>
<tr>
<td>CBD Connection Trail</td>
<td>$1.2 million*</td>
</tr>
<tr>
<td>Bonegilla development</td>
<td>$345k</td>
</tr>
<tr>
<td>Information technology investment</td>
<td>$643k</td>
</tr>
<tr>
<td>Playground renewal</td>
<td>$200k</td>
</tr>
<tr>
<td>Kelly Park cricket nets</td>
<td>$120k</td>
</tr>
<tr>
<td>Baranduda paths connection</td>
<td>$200k*</td>
</tr>
<tr>
<td>Motor vehicles and plant renewals</td>
<td>$610k*</td>
</tr>
<tr>
<td>Footpath renewal</td>
<td>$349k</td>
</tr>
<tr>
<td>Park equipment renewal</td>
<td>$155k</td>
</tr>
<tr>
<td>New and refurbished carparks</td>
<td>$300k</td>
</tr>
<tr>
<td>Refurbishment of Council Offices Stage 3 &amp; 4B</td>
<td>$500k</td>
</tr>
<tr>
<td>Energy Efficiency upgrade The Cube</td>
<td>$164k</td>
</tr>
<tr>
<td>Civic Precinct</td>
<td>$250k*</td>
</tr>
<tr>
<td>Daintree Playground</td>
<td>$200k*</td>
</tr>
<tr>
<td>Gateway Village Masterplan</td>
<td>$200k</td>
</tr>
<tr>
<td>Birallee Park Masterplan</td>
<td>$180k</td>
</tr>
<tr>
<td>Race course ovals surface and drainage upgrade</td>
<td>$150k</td>
</tr>
<tr>
<td>New tree planting, playgrounds and parks and streets</td>
<td>$180k</td>
</tr>
<tr>
<td>Innovation incubator/collaborative working space</td>
<td>$150k</td>
</tr>
<tr>
<td>Wodonga Sports &amp; Leisure centre refurbishment and renewal</td>
<td>$250k</td>
</tr>
</tbody>
</table>

* Grant funding, developer contributions or other income sources have been secured, or is being sought, to assist with funding these items.
Major grant funding

This budget is not reliant on major grant funding, however several minor grant applications have been submitted and are relied upon for a number of capital projects.

Future rate assumption

This budget proposes to accept the rate cap of 2.25% for the 2018-2019 year. The Council is working with the Essential Services Commission, Local Government Victoria and the Municipal Association of Victoria regarding our waste management levy and the effect on any rate cap submission made in the 2019-20 year is not yet known. Rate cap variations are not proposed to be sought from the Essential Services Commission for the 10-year period covered by the Strategic Resource Plan for any other reasons.

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

Council is required to comply with the Local Government (Planning and Reporting) Regulations 2014 which lists a number of requirements (these and other requirements are included in the budget document):

a. A description of the activities and initiatives to be funded in the budget.

b. A statement as to how the activities and initiatives described above will contribute to achieving the strategic objectives in the Council Plan.

c. Separately identified Key Strategic Activities to be undertaken during the financial year and performance targets and measures in relation to each Key Strategic Activity.
Community engagement and internal consultation

<table>
<thead>
<tr>
<th>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>Keep informed</td>
<td>• Make Wodonga Yours website</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Hard copy available for viewing at various Council offices</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Foyer screens</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Static display at the Council Office</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Social media campaign</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• CityLife June edition</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Website marketing scroll</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Media release and media conferences</td>
</tr>
<tr>
<td>Consult</td>
<td>Informed, listen, acknowledge</td>
<td>• Information sessions</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Wodonga Ratepayers Association consultation session</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Online consultation tools</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Statutory s.223 process applies</td>
</tr>
</tbody>
</table>

The *Local Government Act 1989* (the Act) requires council to call for written submissions regarding the proposed annual budget.

On Wednesday, May 16 statutory public notices will be placed in local newspapers advising that documents are available for inspection and that written submissions are being sought in accordance with Section 223 of the Act.

Wednesday, June 13: Submissions close at 5pm.

Council to hear submissions (if required) – Friday June 15, 3pm.

Monday, June 25: Budget adopted with or without amendment by the council.

**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 2018-2019 Budget as proposed – recommended.

Option 3 - Accept the draft 2018-2019 Budget, with amendments.

**Attachments**

Nil
8 - Officers reports for determination

8.5 - Draft 2018-2019 Budget (cont’d)

Tabled papers

The following documents will be tabled at the meeting:
- Document B: Strategic Resource Plan 2018-2019 to 2027-2028
- Document C: Draft Budget 2018-2019: Operating Budget by Business Unit

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 Business Services - Narelle Klein  
In providing this advice, I have no interests to disclose in this report.

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

Team Leader Financial Accounting - Nicola Gleeson Coopes  
In providing this advice as the report author, I have no interests to disclose in this report.
Recommendation

That:

1. the Draft 2018-2019 Budget, as tabled, and initialled by the Chairperson for identification be the Budget prepared by Council for the purposes of Section 127(1) of the *Local Government Act 1989* ("the Act") be endorsed for public exhibition as required by section 129(1) of the Act;

2. the Fees and Charges Schedule be included as part of the draft 2018-2019 Budget;

3. the public notice be given in the *Border Mail* and it stipulate that persons may make a submission on the draft 2018-2019 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;

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;

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;

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 3pm on Friday, June 15, 2018; and

7. a report on the section 223 process for the draft 2018-2019 budget, including a summary of any hearings held, be submitted to the ordinary council meeting of June 25, 2018.

Motion

Crs Danny Lowe / Kat Bennett

That the recommendation be adopted.  

Carried
Comments recorded

During discussion of this item Cr Hall requested that her comments be recorded in the minutes.

This Budget, I believe will not be what many in the community will be expecting. I think they will be expecting a lot more from us and so they should.

It is my view, many wanted the Waste Management Levy dealt with in full in this Budget. I believe this would have been achievable. It was what I wanted to do since I had been given the details around the levy, back in April 2018 this year.

This information was made available to all councillors during our recent discussions and direction on this year's Budget.

We had time to address the levy in this budget, had we been given the opportunity too.

The $12 reduction in the Waste Management Levy in my view will be seen as a slap on the face for many of the Rate Payers.

As I stated before, we had the opportunity to deliver a Budget that addressed the levy in full, or if not in full, with a greater amount than what has been delivered tonight.

This will now mean that the overcharging on the Waste Management Levy will have to be addressed almost in whole in the 2019-2020 Budget.

I do have issues with this because it could be in whole amount moved over to the General Rate Revenue ledger by which we will have to apply for an exception on the Rate Cap (that could be a considerably high amount) or even in part, but this could also mean higher increases for some depending on how it is distributed. We are already going off a very high base rate.

Or it could be moved or renamed to come under another charge like a "Municipal Charge", either in full or part. Either way the possibility of any real substantial reduction or a reimbursement would probably not be forthcoming. I believe.

We have some the highest rates in Victoria, if you go onto the State Government "Know Your Council" website you will find that our Rates are around $500 more than the State Average and over $300 more than that of a similar councils to us.

This difference could be seen to many as the difference between having the waste management levy applied to their rates.

So I feel that council, in not addressing the Waste Management Levy amount in this budget with some vigor, I would basically be supporting the continuing of the status quo in the overcharging of the Rate Payer with this levy for the next 12 months. I don't support this.
8.6 - Reconstruction of High Street (from Lawrence Street to Elgin Boulevard) - Civil Works

Purpose of report

To seek council’s determination in awarding the tender for W1248-18 Reconstruction of High Street between Lawrence Street and Elgin Boulevard – Civil Works.

Background

The reconstruction of High Street, between Elgin Boulevard and Lawrence Street is another component to creating a city heart for Wodonga and revitalising the central business area.

The civil works include bulk earthworks, construction of new road pavement, parking bays, kerb, drainage, watermain replacement, street and feature lighting, decommissioning of exiting pedestrian crossing traffic signals, installation of three pedestrian (zebra) crossings, asphalt paving, linemarking and other associated works.

The project will improve traffic and pedestrian linkages around the central business area, ensure Wodonga’s central business area becomes a destination in its own right and supports local business.

This project is part of the National Stronger Regions Funding (NSRF) program.

The conceptual outcomes of the High Street designs were discussed with councillors at the Councillor Planning Day held in February 2017. Following these discussions, final designs were completed, tender documentation compiled and project specifications drawn up.

The tender processes have been commenced in advance of the proposed construction dates to enable council officers to continue to engage with the traders and business community within the project area and to modify as appropriate the project construction programs.

To assist council officers with business and community engagement this tender contained two construction options to be tendered as listed:

- **Option 1 – August 13, 2018 commencement – Staged works;**

  Commencing works on August 13, 2018 and being undertaken in two stages. **Stage 1** is to be completed by November 23, 2018 while **Stage 2** is to commence January 14, 2019 and be completed by April 12, 2019.

  All works will be suspended from December 1, 2018 to January 14, 2019 to allow for Christmas trading. During this period the whole site/area is to be made accessible for pedestrians, vehicles and parking.
Areas outside of each works stage is to remain open to pedestrians, traffic and parking with temporary vehicle turn-arounds provided in High Street at each end. Pedestrian access must be maintained to all businesses in all streets affected by these works for staff, customers and the general public during the whole construction period.

Completion of total civil works by April 12, 2019.

- **Option 2 – January 14, 2019 commencement;**

  Commencing works on January 14, 2019 based on a full road closure.

  High Street north of the limit of works is to remain open to pedestrians, traffic and parking with temporary vehicle turn-arounds provided in High Street at this end.

  Pedestrian access must be maintained to all businesses in all streets affected by these works for staff, customers and the general public during the whole construction period.

  Completion of civil works by May 31, 2019.

**Response**

Tenders were advertised in the Border Mail and via TenderSearch on Saturday, March 3, 2018 and closed at noon on Tuesday, April 10, 2018.

A total of 12 tender documents were issued. Two submissions were received. There were no late or non-conforming tenders received.

**Tenders received**

<table>
<thead>
<tr>
<th>Name / company</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Excell Gray Bruni Pty Ltd</td>
</tr>
<tr>
<td>2. A.P. Delaney &amp; Co Pty Ltd</td>
</tr>
</tbody>
</table>

It should be noted that for this report the dollar value of each tender has not been provided for commercial in confidence reasons.

**Evaluation team members**

<table>
<thead>
<tr>
<th>Name</th>
<th>Role</th>
</tr>
</thead>
<tbody>
<tr>
<td>John Luftensteiner</td>
<td>Design Engineer</td>
</tr>
<tr>
<td>Anne Visser</td>
<td>Team Leader Projects &amp; Design</td>
</tr>
<tr>
<td>Conwae Knight</td>
<td>Senior Infrastructure Engineer</td>
</tr>
</tbody>
</table>
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>Methodology</td>
<td>15 %</td>
</tr>
<tr>
<td>Ability to meet timeframes</td>
<td>10 %</td>
</tr>
<tr>
<td>Relevant experience</td>
<td>20 %</td>
</tr>
<tr>
<td>Capability</td>
<td>20 %</td>
</tr>
<tr>
<td>Resources</td>
<td>10 %</td>
</tr>
<tr>
<td>Benefit to the local region</td>
<td>10 %</td>
</tr>
<tr>
<td>Environmental sustainability</td>
<td>5 %</td>
</tr>
<tr>
<td>Occupational Health &amp; Safety</td>
<td>10 %</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 score = weighted score

The tendered price is then divided by the technical / quality analysis (competitively neutral, net present value), to provide the value for money (VFM) indicator.

### The process

The tender panel members reviewed and assessed the submissions in detail, and in accordance with council's procurement and tendering policy and procedures.

Both tenderers are locally based, have completed similar works for council in the past to a satisfactory standard and are OH&S pre-qualified with council. Both tenderers, their resources and quality of work is well known to council staff.

Excell Gray Bruni Pty Ltd has undertaken a number of large road construction projects for the council including the Havelock Street extension and the reconstruction of High Street, Bond Street and South Street.
The works have been completed to the council’s satisfaction. They submitted a substantial methodology including a staging plan and details of the subcontractors to be utilised.

A.P. Delaney & Co Pty Ltd has also undertaken a number of large road construction projects for the council as well as ongoing private subdivision construction works in the city and elsewhere.

A.P. Delaney & Co Pty Ltd submission was considered somewhat incomplete, with no methodology submitted for either option and only a proposed works program supplied for Option 2. They also provided details of the subcontractors to be utilised.

Prior to and during the tender period, businesses within the construction area were informed of the calling of tenders for the civil works and the two construction options. A survey was undertaken of these businesses by Council during this time to determine their views on the two tendered options.

The result being that approximately 70 percent of the respondents supported Option 2 – a January 2019 project commencement.

Using the result of the businesses survey in the first instance, tender submissions for Option 2 were assessed in detail for value for money. See table below.

As part of the assessment process it was noted that the tendered prices from both tenderers for Option 1 was more expensive than the prices tendered for Option 2.

**Value for money**

The value for money indicator (Option 2) for each tenderer is shown below:

<table>
<thead>
<tr>
<th>Name / company</th>
<th>Value for money</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Excell Gray Bruni Pty Ltd</td>
<td>6048</td>
</tr>
<tr>
<td>2. A.P. Delaney &amp; Co Pty Ltd</td>
<td>6857</td>
</tr>
</tbody>
</table>

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

Following this process questions were conveyed to the preferred tenderer, Excell Gray Bruni Pty Ltd, to clarify and confirm their submission.

Suitable responses have been provided in relation to the depth of understanding of the works involved, timing and staging of works, clarifications around subcontractor’s processes and resources available to complete the task.

Therefore, after all assessments, the panel concluded that the tender submission from Excell Gray Bruni Pty Ltd for Option 2 provided the best value for money option for the council.
8.6 - Reconstruction of High Street (from Lawrence Street to Elgin Boulevard) - Civil Works (cont’d)

Council Plan

<table>
<thead>
<tr>
<th>Strategic objective</th>
<th>Strategy</th>
<th>Key priority activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Create a city that is well-connected, informed and engaged, which supports people</td>
<td>Integrated and well-connected transport network; Vibrant city centre.</td>
<td>Ensure businesses and the community are well-informed and updated during the major</td>
</tr>
<tr>
<td>to meet, participate and move safely and easily to access services and opportunities.</td>
<td></td>
<td>works in the CBA.</td>
</tr>
</tbody>
</table>

Council policy / strategy implications

All received tenders were evaluated in adherence with the council’s tendering policy and guidelines.

This project will continue to improve traffic movements and pedestrian links around the Wodonga Central Business Area and develop a stronger pedestrian-focused shopping precinct. The project will also renew a number of services and provide the city with a range of new road assets.

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>Unsafe work practices resulting in death of worker.</td>
<td>1</td>
<td>C</td>
<td>H</td>
<td>Safe Work Method Statements for job activities created and used.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Continued monitoring of worksite by Project Manager and HSR.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>OHSMS received and checked as part of tender conditions.</td>
</tr>
<tr>
<td>Pedestrian and public safety – site management.</td>
<td>1</td>
<td>C</td>
<td>H</td>
<td>Safe Worth Method Statements for job activities created and used.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Traffic management plan created and in place.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Continued monitoring of worksite by Project Manager and HSR.</td>
</tr>
<tr>
<td>Contractor unable to complete works within construction time.</td>
<td>1</td>
<td>C</td>
<td>H</td>
<td>Continued monitoring and meetings with contract to track the progress of works by</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Project Manager.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Council may grant extension of time.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>It is anticipated however that delays will only be caused by weather interventions,</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>in which case we believe, satisfactory reasons exist for</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Ordinary meeting – May 14, 2018

8 - Officers reports for determination

Planning and Infrastructure

8.6 - Reconstruction of High Street (from Lawrence Street to Elgin Boulevard) - Civil Works (cont’d)

<p>| | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Contractor unable to undertake or complete works due to financial or staff related problems and changes amongst key staff.</td>
<td>3</td>
<td>D</td>
<td>M</td>
</tr>
<tr>
<td>time extensions to be granted</td>
<td></td>
<td></td>
<td>The preferred contractor has a satisfactory performance record on previous works and no indications are present to suggest that this would change.</td>
</tr>
<tr>
<td>Flaws in the design or delay in obtaining necessary permits.</td>
<td>2</td>
<td>C</td>
<td>H</td>
</tr>
<tr>
<td>Design changes can quickly be made, limiting cost variations to the project. There are no outstanding permits to be issued.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Changes to the design from Stakeholders/Councillors.</td>
<td>2</td>
<td>C</td>
<td>H</td>
</tr>
<tr>
<td>Prior consultation with all stakeholders should reduce the risk of this occurring. Changes can be made promptly following receipt of a written direction to reduce cost variations or time delays.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Economic downturn on local business’ due to the works.</td>
<td>1</td>
<td>C</td>
<td>H</td>
</tr>
<tr>
<td>Consultation with local business’ and provide assistance to them through these times.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Financial implications

<table>
<thead>
<tr>
<th>Approved budget $</th>
<th>This proposal $</th>
<th>Variance to approved budget $</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenue $5,266,400</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Expense $2,368,647</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Expense $474,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Expense $1,243,575</td>
<td></td>
<td></td>
<td>W1278-18 Landscape works contract</td>
</tr>
<tr>
<td>Expense $80,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Expense $800,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Expense $70,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Expense $150,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Net result $5,266,400</td>
<td>$5,186,222</td>
<td>$80,718</td>
<td></td>
</tr>
</tbody>
</table>

The works are co-funded through the National Stronger Regions Funding program.

Council has a total budget of $5,266,400 for this project allocated in the 2018-2019 capital investment program budget. (Subject to formal adoption by the Council).
These reconstruction projects are commonly called brown field sites and even with the most detailed research and investigation works undertaken, there remains potential for unforeseen latent conditions to be present.

For this particular tender, it is recommended that a contingency amount of $474,000 (or approximately 20% of the awarded tender sum) be approved by council to take into account any variations to the contract resulting from potential latent conditions or unforeseen but necessary works.

As in all council contracts, this contingency amount is used only if and when circumstances dictate, and is not for the contractor’s discretion. All variations are approved by council’s relevant director and/or CEO, and as recommended by the project manager.

An allocation of $1,243,575 for hard and soft landscaping works has been included within the overall budget allocation.

An allocation of $800,000 for landscape items including paving, trees, street furniture and lights associated with landscaping works has been included within the overall budget allocation. These tenders have not been finalised.

Other allowances are also catered for and covered by the allocated budget.

**Environmental implications**

The contract requires that environmental protection works are to be adhered to.

**Social / cultural implications**

**Benefit to the local region**

Based on the responses from Excell Gray Bruni Pty Ltd to these mandatory criteria;

a) Head office is located in Melbourne, Victoria whilst the business has a significant depot and office established in Wodonga;

b) 50% of Excell Gray Bruni Pty Ltd staff are based in the Albury / Wodonga region. However this project will be staffed by 100% local employees and contractors;

c) 100% of materials, plant and equipment to be sourced from within the region for the project; and

d) Excell Gray Bruni Pty Ltd sponsors a number of local sporting groups, community organisations and community events.

**Legislative implications**

The successful tenderer is required to have suitable insurance and to conduct their activities within State and Federal legislation, local laws, Australian Standards, codes of practice, as well as VicRoads and council standards, specifications, supplier and industry standards.
Community engagement and internal consultation

There is a full engagement process under way for the reconstruction of High Street.

Comprehensive community and business engagement has been undertaken over the past two years for works occurring under National Stronger Regions Funding.

This includes the renting of a shop front on High Street to consult and inform the community and businesses around works occurring. The shop front was open in October 2015, March 2016 and February 2017.

Business engagement and support has been boosted in 2018 for businesses who will be directly affected by the reconstruction of High Street.

This includes:
- Several personal visits to every business in the construction zones before, during and after roadworks;
- Development of a comprehensive database of businesses in construction zone;
- Information session for traders will be held to inform them, both face to face and online;
- Email and e-newsletter communication;
- Creation of a closed Facebook page for traders in the construction area; and
- Launch of the Shopfront Improvement and Access Fund to provide financial support to businesses.

Business support and engagement will continue to increase in the lead up to, and during construction, with planned activities including:
- Continued use and development of the city heart website;
- Continued use and development of the WotsOn Wodonga app for updates on the roadworks and parking maps;
- Advertising campaign;
- On street signage assistance during construction;
- Wayfinding and parking signage;
- Ensuring council staff are readily available and provide ongoing communication between contractors and business.

Upon appointment of the successful contractors, civil works and landscape, a more detailed program of works will be developed that considers all aspects of the project. Upon completion of this program, further engagement with affected businesses will occur with a view of minimising disruption as much as possible.

The impacts on project timing and completion together with community/business impacts will be assessed prior to any final decisions on program being made.
8.6 - Reconstruction of High Street (from Lawrence Street to Elgin Boulevard) - Civil Works (cont’d)

Options for consideration

Option one - Do nothing
This is not recommended as the council has committed to the reconstruction of High Street between Elgin Boulevard and approximately Banovic Lane as part of the National Stronger Regions Funding program. These works are contributing to creation of a city heart for Wodonga, and revitalising the central business area.

Option two – Accept the recommendation and award the tender.
This is the recommended option.

Conclusion

Two conforming tenders were lodged which has led to a competitive price being obtained. In accordance with the council’s evaluation and tendering procedures, the best value to the council has been determined.

A survey undertaken amongst the CBA traders has indicated that approximately 70% of the respondents supported a January 2019 project commencement (Option two in the tender documentation). This option was also found to be significantly cheaper than Option 1 set out in the tender.

Accordingly it is recommended that the council pursue Option two.

This report also recognises and allocates project contingencies to the sum of $474,000 to cover potential variations dealing with poor subgrade and the necessary replacement of same and other latent conditions and unforeseen variations to this contract which may present themselves.

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.

Manager Infrastructure and Works - Theo Panagopoulos
In providing this advice, I have no interests to disclose in this report.
8.6 - Reconstruction of High Street (from Lawrence Street to Elgin Boulevard) - Civil Works (cont’d)

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

Team Leader Project and Design - Anne Visser
In providing this advice as the report author, I have no interests to disclose in this report.

Design Engineer - John Luftensteiner
In providing this advice as the report author, I have no interests to disclose in this report.

Contracts Administrator - Peter Whitmarsh
In providing this advice as the report author, I have no interests to disclose in this report.

**Recommendation**

Subject to the adoption of the 2018-2019 budget by Council, that:

1. The tender from Excell Gray Bruni Pty Ltd for Option 2 of W1248-18 Reconstruction of High Street, between Elgin Boulevard and Lawrence Street for the contract sum of $2,368,647 (excl GST) based on the schedule of rates tendered be accepted;

2. The works are to be completed by May 31, 2019; and

3. A project contingency of $474,000 be approved for potential variations to the contract, including potential latent conditions or unforeseen works.

**Motion**

Crs John Watson / Tim Quilty

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

To seek the council’s determination in awarding the tender W1278-18, Reconstruction of High Street between Lawrence Street and Elgin Boulevard - Landscape Works.

Background

The reconstruction of High Street between Lawrence Street and Elgin Boulevard is another component to creating a city heart for Wodonga and revitalising the central business area.

This report deals only with the landscaping component of the project.

The overall project will improve traffic and pedestrian linkages around the central business area, ensure Wodonga’s central business area becomes a destination in its own right and supports local business.

The landscaping will improve the appearance of the Wodonga central business area, provide improved shading, seating and lighting outcomes and create a welcoming environment.

This project is part of the National Stronger Regions Funding (NSRF) program.

The conceptual outcomes of the High Street designs were discussed with councillors at the Councillor Planning Day held in February 2017. Following these discussions, final designs were completed, tender documentation compiled and project specifications drawn up.

The tender processes have been commenced in advance of the proposed construction dates to enable council officers to continue to engage with the traders and business community within the project area and to modify as appropriate the project construction programs.

The landscape tender was only tendered with one option, not two as listed in the civil works tender package as it was determined that the staging of works would have minimal impact on the landscape program other than the starting and completion date.

Response

Tenders were advertised in The Border Mail and via Tender Search on Saturday March 3, 2018 and closed at noon on Tuesday April 10, 2018. A total of 14 documents were issued.

A single tender was received from Stuart Gordon Landscaping & Paving Specialist. There were no late or non-conforming tenders received.
8 - Officers reports for determination

Planning and Infrastructure

8.7 - Reconstruction of High Street between Lawrence Street and Elgin Boulevard - Landscape Works (cont’d)

Evaluation team members

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Matthew Fleet</td>
<td>Landscape Architect</td>
</tr>
<tr>
<td>Anne Visser</td>
<td>Team Leader Projects &amp; Design</td>
</tr>
<tr>
<td>John Luftensteiner</td>
<td>Design Engineer</td>
</tr>
</tbody>
</table>

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>Methodology</td>
<td>15 %</td>
</tr>
<tr>
<td>Ability to meet timeframes</td>
<td>5 %</td>
</tr>
<tr>
<td>Relevant experience</td>
<td>15 %</td>
</tr>
<tr>
<td>Quality</td>
<td>20 %</td>
</tr>
<tr>
<td>Resources</td>
<td>15 %</td>
</tr>
<tr>
<td>Benefit to the local region</td>
<td>10 %</td>
</tr>
<tr>
<td>Environmental sustainability</td>
<td>10 %</td>
</tr>
<tr>
<td>Occupational Health &amp; Safety</td>
<td>10 %</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 score = weighted score

The tendered price is then divided by the technical / quality analysis (competitively neutral, net present value), to provide the value for money (VFM) indicator.

The process

The tender was evaluated in adherence with the council’s tendering policy and guidelines.

The evaluation team met to discuss the submission from Stuart Gordon Landscaping & Paving Specialist on April 10, 2018.
Stuart Gordon Landscaping & Paving Specialist submitted a methodology that considered how the project would be constructed, the resources required, coordination with the civil construction contractor and the public interface considerations to minimise impacts on business and community.

The tenderer has previously completed similar work for council to a high standard, and is well known to council staff. Their ability and expertise to deliver this type of complex project is highly regarded.

Stuart Gordon Landscaping & Paving Specialist is a locally based business and is OH&S pre-qualified with council.

Due to only one tender being received the evaluation team reviewed previous tender submissions for similar works, and determined the rates provided in this submission were generally consistent with current market rates.

**Value for money**

The value for money indicator was 3287.

Therefore, after the assessment, the panel considered that the tender submission from Stuart Gordon Landscaping & Paving Specialist provides a best value for money option for the council.

### Council Plan

<table>
<thead>
<tr>
<th>Strategic objective</th>
<th>Strategy</th>
<th>Key priority activity</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>Vibrant city centre</td>
<td>Ensure businesses and community are well-informed and updated during major works in the CBA.</td>
</tr>
</tbody>
</table>

**Council policy / strategy implications**

The tender received was evaluated in adherence with the council’s tendering policy and guidelines. This landscaping tender is part of the overall streetscape works.

The project will continue to improve traffic movements and pedestrian links around the Wodonga central business area and develop a stronger pedestrian focussed shopping precinct.
## 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>Unsafe work practices resulting in injury death of worker.</td>
<td>1</td>
<td>C</td>
<td>H</td>
<td>Safe Work Method Statements for job activities created and used. Monitoring of worksite by Project Manager and HSR. OHSMS received and checked as part of tender conditions.</td>
</tr>
<tr>
<td>Pedestrian and public safety – site management.</td>
<td>1</td>
<td>C</td>
<td>H</td>
<td>Safe Worth Method Statements for job activities created and used. Traffic management plan created and in place. Monitoring of worksite by Project Manager and HSR.</td>
</tr>
<tr>
<td>Contractor unable to complete works within construction time.</td>
<td>1</td>
<td>C</td>
<td>H</td>
<td>Continued monitoring and meetings with contract to track the progress of works by Project Manager. Council may grant extension of time. It is anticipated however that delays will only be caused by weather interventions, in which case satisfactory reasons exist for time extensions to be granted.</td>
</tr>
<tr>
<td>Contractor unable to undertake or complete works due to financial or staff related problems and changes amongst key staff.</td>
<td>3</td>
<td>D</td>
<td>M</td>
<td>The preferred contractor has a satisfactory performance record on previous works and no indications are present to suggest that this would change.</td>
</tr>
<tr>
<td>Flaws in the design or delay in obtaining necessary permits.</td>
<td>2</td>
<td>C</td>
<td>H</td>
<td>Design changes can quickly be made, limiting cost variations to the project. There are no outstanding permits to be issued.</td>
</tr>
<tr>
<td>Changes to the design from Stakeholders or Council.</td>
<td>2</td>
<td>C</td>
<td>H</td>
<td>Prior consultation with all stakeholders should reduce the risk of this occurring. Changes can be made promptly following receipt of a written direction to reduce cost variations or time delays.</td>
</tr>
<tr>
<td>Economic downturn on local business’ due to the works.</td>
<td>1</td>
<td>C</td>
<td>H</td>
<td>Consultation with local business’ and provide assistance to them through these times.</td>
</tr>
</tbody>
</table>

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"Ordinary meeting – May 14, 2018"

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"Planning and Infrastructure"

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8 - Officers reports for determination

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8.7 - Reconstruction of High Street between Lawrence Street and Elgin Boulevard - Landscape Works (cont’d)
### 8.7 - Reconstruction of High Street between Lawrence Street and Elgin Boulevard - Landscape Works (cont'd)

#### Financial implications

<table>
<thead>
<tr>
<th></th>
<th>Approved budget $</th>
<th>This proposal $</th>
<th>Variance to approved budget $</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenue</td>
<td>$5,266,400</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Expense</td>
<td>$1,243,575</td>
<td></td>
<td></td>
<td>Equal NSRF and Council funding</td>
</tr>
<tr>
<td>Expense</td>
<td>$80,000</td>
<td></td>
<td></td>
<td>This contract</td>
</tr>
<tr>
<td>Expense</td>
<td>$2,368,647</td>
<td></td>
<td></td>
<td>Contingency for landscape work.</td>
</tr>
<tr>
<td>Expense</td>
<td>$474,000</td>
<td></td>
<td></td>
<td>Civil Contract W1248-18</td>
</tr>
<tr>
<td>Expense</td>
<td>$800,000</td>
<td></td>
<td></td>
<td>Contingency for civil work</td>
</tr>
<tr>
<td>Expense</td>
<td>$70,000</td>
<td></td>
<td></td>
<td>Allowance for landscape items: paving, trees, lights and street furniture</td>
</tr>
<tr>
<td>Expense</td>
<td>$150,000</td>
<td></td>
<td></td>
<td>Other project allowances</td>
</tr>
<tr>
<td>Net result</td>
<td>$5,266,400</td>
<td>$5,186,222</td>
<td>$80,718</td>
<td>Project management</td>
</tr>
</tbody>
</table>

These works are co-funded through the National Stronger Regions funding program.

Council has a total budget of $5,266,400 for this project allocated in the 2018-2019 capital improvement program budget. (Subject to adoption by the Council).

A contingency of $80,000 has been allocated to this contract to manage potential latent conditions or unforeseen and necessary works. This amount will be required to cover possible variations to this contract and used only when absolutely required, with the approval of the relevant council Director and CEO.

#### Environmental implications

The contract requires that environmental protection works are to be adhered to.

#### Social / cultural implications

**Benefits to the local region.**

Based on the responses to this mandatory criteria: Stuart Gordon Landscaping & Paving Specialist employs 100% of staff from the local area, is based in Albury, and sponsors local sporting groups and charities.

The company also employs apprentices as part of their workforce.
8.7 - Reconstruction of High Street between Lawrence Street and Elgin Boulevard - Landscape Works (cont’d)

Legislative implications

The successful tenderer is required to have suitable insurance and to conduct their activities within State and Federal legislation, local laws, Australian Standards, codes of practice, as well as VicRoads and council standards, specifications, supplier and industry standards.

Community engagement and internal consultation

There is a full engagement process underway for the landscaping and reconstruction works to High Street.

Comprehensive community and business engagement has been undertaken over the past 24 months for works occurring under National Stronger Regions Funding.

This includes the renting of a shop front on High Street to consult and inform the community and business around works occurring. The shop front was open in October 2015, March 2016 and February 2017.

Business engagement and support has been boosted in 2018 for businesses who will be directly affected by the reconstruction of High Street between Lawrence Street and approximately Banovic Lane. Businesses in Stanley Street will also be included within the engagement and consultation programs.

This includes:
- Several personal visits to every business in the construction zones before, during and after landscape works;
- Development of a comprehensive database of businesses in the construction zone;
- Information session for traders will be held to inform them, both face to face and online;
- Email and e-newsletter communication;
- Creation of a closed Facebook page for traders in the construction area; and
- Launch of the Shopfront Improvement and Access Fund to provide financial support to businesses.

Business support and engagement will continue to increase in the lead up to, and during construction, with planned activities including:
- Continued use and development of the City Heart website;
- Continued use and development of the WotsOn Wodonga app for updates on the works and parking maps;
- Advertising campaign;
- On street signage assistance during construction;
- Wayfinding and parking signage;
- Ensuring council staff are readily available and provide ongoing communication between contractors and business.
Upon appointment of the successful contractors (civil works and landscape works), a more detailed program of works will be developed that considers all aspects of the project. Upon completion of this program, further engagement with businesses within the project area will occur with a view of minimising disruption as much as possible.

The impacts on project timing and completion together with community/business impacts will need to be fully assessed prior to any final decisions on the program being made.

Options for consideration

Option one – Do nothing.
This is not recommended as the council has committed to the reconstruction of High Street between Elgin Boulevard and approximately Banovic Lane and the continuation of the associated landscaping to High Street as part of the National Stronger Regions Funding program.

These works are contributing to creation of a new city heart for Wodonga, and revitalising of the central business area.

Option two – Accept the recommendation and award the tender.
This is the recommended option.

Conclusion

Due to only one tender being received the evaluation team reviewed previous tender submissions for similar works and determined that the rates provided in this submission were generally consistent with current market rates.

The tenderer has completed similar work for council to a high standard. The company is well known to council staff and their expertise to deliver this type of complex project is highly regarded.

This report also recognises and allocates project contingencies in the sum of $80,000 to cover potential variations, including potential latent conditions or unforeseen works that may present during the project.

Accordingly it is recommended that the council pursue Option Two and award the contract to Stuart Gordon Landscaping & Paving Specialist in the tendered sum of $1,243,575.00.

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 Infrastructure and Works - Theo Panagopoulos
In providing this advice, I have no interests to disclose in this report.

Team Leader Project and Design - Anne Visser
In providing this advice as the report author, I have no interests to disclose in this report.

Design Engineer - John Luftensteiner
In providing this advice as the report author, I have no interests to disclose in this report.

Contracts Administrator - Peter Whitmarsh
In providing this advice as the report author, I have no interests to disclose in this report.

Recommendation

Subject to the adoption of the 2018-2019 budget by Council, that:

1. The tender from Stuart Gordon Landscaping & Paving Specialist for tender W1278-18 Reconstruction of High Street between Lawrence Street and Elgin Boulevard - Landscape Works for the contract sum of $1,243,575.00 (excluding GST) based on the schedule of rates tendered be accepted;

2. The works are to be completed by June 30, 2019; and

3. A project contingency of $80,000 be approved for potential variations to the contract, including potential latent conditions or unforeseen works.

Motion

Crs John Watson / Tim Quilty

That the recommendation be adopted.
Ordinary meeting – May 14, 2018

Officers reports for determination

8.8 - Domestic Animal Management Plan

Purpose of report

To request council support of the attached draft Domestic Animal Management Plan (DAMP) 2017-2021 and approve its release for community comment for 28 days.

Background

The purpose of the DAMP is to provide the council with a strategic framework that delivers services, programs and policies the Council has established to address the administration of the Domestic Animal Act 1994. It also details the management of dog and cat issues in our community for a four year period to meet the requirements of the Act.

The Plan will ensure Council meets its obligations under the Act and will use a mix of educational and regulatory approaches to promote the notion of responsible pet ownership and gain compliance with the Act.

The process in developing the plan has given the community and stakeholders an opportunity to express their views on matters relating to animal management and will provide a formal framework to guide programs and improve animal management in the municipality.

Increasing numbers of pets, an increasing reluctance to pay registration fees, new national laws for outdoor eating area which permit dog entry and a number of other issues will partly drive the need to adopt changes to the existing plan. The implementation of a local law order in 2015 for the effective control of dogs, requires reviewing.

As the existing plan is due for review, this report highlights and recommends that public comment and stakeholder engagement be sought on the draft plan. All comments and ideas brought forward will be listed for councillor consideration prior to the adoption of the final plan.

Council Plan

<table>
<thead>
<tr>
<th>Strategic objective</th>
<th>Strategy areas</th>
<th>Actions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Improve the health and social outcomes for all people in Wodonga to create a healthy, safe, equitable and inclusive community.</td>
<td>Community safety</td>
<td>Increase awareness of local laws and legislative requirements to reduce non-compliance and increase a feeling of safety and security.</td>
</tr>
</tbody>
</table>

Council policy / strategy implications

Council is required to adhere to its requirements under the Domestic Animal Act 1994 and submit a plan every four years.
Council is also responsible for collecting annual registration fees for domestic pets. Part of that fee, $3.50, is forwarded to the State Government as a levy.

Council’s authorised officers have a delegated authority under the Act. They are further authorised as Inspectors under the Prevention of Cruelty to Animals Act (POCTA) 1986, a delegation issued by the Department of Environment, Land, Water and Planning (DEWLP) and Department of Economic Development, Jobs, Transport and Resources (DEDJTR).

The implications are that council is responsible for managing these services without any direct funding from the state. However, council receives the majority of the animal registration fees received annually and also retains all of the infringement fines that are issued to offenders, which in-turn funds the Wodonga Council ranger service.

### Risk management implications

<table>
<thead>
<tr>
<th>Risks</th>
<th>Likelihood</th>
<th>Consequence</th>
<th>Rating</th>
<th>Mitigation Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Plan not updated</td>
<td>D</td>
<td>3</td>
<td>Medium</td>
<td>Update plan</td>
</tr>
<tr>
<td>Complaints received regarding lack of community or stakeholder input</td>
<td>B</td>
<td>2</td>
<td>High</td>
<td>Invite community and stakeholder comment to address concerns</td>
</tr>
<tr>
<td>Unregulated domestic animal issues</td>
<td>B</td>
<td>2</td>
<td>High</td>
<td>Seek comment on initiatives to gain public and stakeholder support and ownership of arising issues.</td>
</tr>
<tr>
<td>Community expectations exceed budget and business plan</td>
<td>A</td>
<td>3</td>
<td>High</td>
<td>Clearly set out parameters and likely limitations</td>
</tr>
<tr>
<td>Increased demand for services and responses</td>
<td>A</td>
<td>3</td>
<td>High</td>
<td>Prepare suited budget allocations over the longer term.</td>
</tr>
</tbody>
</table>

### Financial implications

Domestic animal ownership is increasing across the municipality in line with population growth. The cost of the provision of the service, normally funded through animal registration fees and fines issued, is expected to rise in line with that growth. This may result in an increase of the number of unregistered animals which may impact on the provision of animal management services. Income and various functions may suffer if unregistered pets are not claimed by their owners.
Environmental implications

The DAMP promotes responsible pet ownership and the welfare of dogs and cats in the community. It also ensures and protects the community and the environment from nuisance dogs and cats.

There should be a noticeable decrease in the number of stray pets and also feral dogs and cats, partly driven by the increased focus on de-sexing most pets. This should lead to a reduction in the death of various native species that are prone to dog and cat attack.

The deposit of pet waste, often left in public places, is likely to decrease with increased education and enforcement.

Moving to a fully computerised registration system will greatly reduce paper usage.

Social / cultural implications

Wodonga is one of Victoria’s fastest growing regional cities with a current growth rate of 2.1% with forecasts estimating Wodonga’s population to reach 50,000 by 2026. The city has a young population with a strong family focus, often living single detached dwellings with garden space, which lends itself to pet ownership.

It is therefore vital that sensible planning is undertaken to ensure responsible pet ownership, community safety and healthy living. The DAMP takes into account legislation and community perceptions and desires.

Changes in legislation relating to outdoor eatery areas have occurred nationally, which now allows for dogs to be in those places in Wodonga. The previous DAMP identified a lack of law to control these dogs which is now addressed.

Council has since implemented an order as a result of previous public consultation and now has an ‘Effective Control’ order law. This was a direct result of community consultation after the release of the previous draft DAMP 2014-17.

The current DAMP 2017-2021, responds to community consultation and feedback gained from the community regarding potential initiatives. These include increasing the current cat curfew and considering discounting registrations for dogs as a reward for good and positive responsible pet ownership.

The plan is required to be dated 2017 -2021 as it aligns all across the state. An exemption in completing the DAMP was provided due to some major legislative changes occurring across the state.

Legislative implications

Council must operate under the provisions of the Domestic Animals Act 1994. Part 5A – Domestic Animal Management Plans and in particular Section 68A requires Councils to prepare domestic animal management plans and as such is required to
8.8 - Domestic Animal Management Plan (cont’d)

have a plan (the DAMP) in place. This plan must be updated every four years and an evaluation of the plan must be published in the council’s annual report.

A recent review of the restricted breed laws resulted in changes in legislation permitting restricted breeds to be registered in the State of Victoria. In line with those changes, a review of Wodonga Council’s stance on the banning of Dangerous Dogs being registered within the municipality is required.

Community engagement and internal consultation

There has been considerable consultation within the various units of council likely to be directly impacted, e.g., recreation, community safety, parks, compliance etc. This has been supplemented with three community discussions where-in a limited respondents replied to council's survey.

Future public consultation should be introduced. Some public forums and better utilisation of social media to engage the community to seek further feedback during the 28 day consultation period will occur.

During the coming consultation period the identified priorities below will be further explored and feedback sought to determine if they are still the community’s priorities. Comment on the need to continue to have the current council orders will be sought as will the identification of gaps in current servicing arrangements, or the identification of community needs that may have not been noted during prior community consultations.

Identified priorities

The ‘draft’ plan has identified a number of priorities for council to consider over the next four years. It is important to highlight the initial recommendations of public consultation, and the following summarizes the findings of initial community consultation conducted during the development of the draft plan.

There were four main identified categories through previous community consultation which are as follows:

Education
- Increased emphasis on public education,
- Re-introduction of a pet awareness event such as ‘Paws in the Park’, and,
- Review social media channels and introduce an electronic newsletter.

Fee reduction for responsible pet ownership
- Increased incentives for good compliance with pet registrations such as reducing annual fees by 10% each year, and
- Review the current cat registration fees, which are the same as dog registration fees.
8.8 - Domestic Animal Management Plan (cont’d)

**Infrastructure**
- Conduct a review for the need for more gated off-leash dog parks, and
- Whether to continue with the current tender contract for pound services.

**Council Orders**
- Review Council’s “Removal of Dangerous Dog” policy, and
- Review/maintain the hours of the Cat Curfew.

**Options for consideration**

**Option One:** Do nothing

**Option Two:** That council approve the release for public comment of the draft 2017-2021 Domestic Animal Management Plan (DAMP), for 28 days.

**Option Three:** That council approve the release for public comment of the draft 2017-2021 Domestic Animal Management Plan (DAMP) with amendments as directed, for 28 days.

**Conclusion**

The DAMP provides a framework for a responsive animal management service which takes into account the natural environment, the protection of public amenity, and public safety. It will maintain a fair balance between meeting the needs of pets, pet owners and the needs of others in the community who are negatively impacted by animals.

The Plan is a requirement under legislation but will also be a valuable contribution towards the council’s vision of ‘Wodonga is a progressive, well-planned, growing city that is affordable, offers an abundance of opportunities and led by strong, empathetic stewardship’ and supports our mission of ‘strengthening our community in all that we do’.

Any further comments and ideas brought forward through this process will be listed in the final report, allowing council the opportunity to adjust the DAMP prior to formal adoption.

**Attachments**

Nil

**Tabled papers**

The following documents will be tabled at the meeting:
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.

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

Manager Environment and Community Protection - Mark Verbaken
In providing this advice, I have no interests to disclose in this report.

Team Leader Compliance - Craig McClanahan
In providing this advice as the report author, I have no interests to disclose in this report.

Recommendation

That the 2017-2021 Domestic Animal Management Plan (DAMP) be placed on public exhibition for 28 days, with a report on the outcomes of the consultation and the adoption of the DAMP to be presented to a future council meeting.

Motion

Crs Kat Bennett / John Watson

That the recommendation be adopted.

Carried
8.9 - Proposed sale of former saleyards site

Purpose of report

Wodonga Council has received a formal letter of intent from Amerock Holdings Pty Ltd (Immix) to purchase part of the former saleyards site, relocating the Immix Integrated Metal Management facility from Albury to Wodonga.

The purpose of this report is for the council to give public notice in accordance with sections 189 and 223 of the Local Government Act 1989 (the Act), of its intention to sell land to Amerock Holdings Pty Ltd (ABN 44 256 401 430).

Background

In May 2016, Wodonga Council initiated an expression of interest (EOI) process for the sale of Wodonga’s former saleyards site on the corner of Murray Valley Highway and Whytes Road, Bandiana.

The EOI process allowed council to consider the economic, social and environmental benefits, negotiate parcel boundaries and price with a preferred bidder. Council chose to retain 5ha of the former saleyards site for a future council depot or a future Defence allied services precinct.

At the completion of the EOI, none of the proposals submitted met the desired outcomes of Council however ongoing discussions continued with some of the applicants.

Immix has been in constant contact with Council to undertake due diligence on the site in preparation to purchase the land. Now in an expansion phase, Immix has chosen the former saleyard site as their preferred location and worked with Council to achieve economic, social and environmental outcomes in the best interest of Wodonga.

Council has recently received an offer to purchase the former saleyards site (excluding the 5ha to be retained by Council) at a level above market valuation.

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 has prepared and adopted the Property Divestment Policy. Section 4.1, ‘Considerations of a sound divestment strategy’ includes –

- Identification of current and potential future usage.
8.9 - Proposed sale of former saleyards site (cont’d)

- Facilitating investment and positive economic development outcomes.
- Favourable financial and strategic outcomes.

Section 4.1.3, 'Economic Development Promotion' includes –

- Short and long term job creation opportunities.
- Employment opportunities for disadvantaged or minority groups.
- Growth opportunities for local business.
- Achievement of desired planning, design and planning outcomes.
- Attraction of desired businesses, industries and/or infrastructure.

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 adhere to the requirements of section 189 of the Act</td>
<td>1</td>
<td>C</td>
<td>H</td>
<td>Adhere to the requirements of the section 189 process as specified in this report.</td>
</tr>
</tbody>
</table>

Financial implications

The financial implications are not disclosed, beyond those included with the public notice, for commercial in confidence reasons.

The proceeds of a sale if the sale was to proceed would provide unbudgeted cashflows to Council over a two year period.

Environmental implications

There are no environmental implications associated with the section 189 process.

Social / cultural implications

There are no social / cultural implications associated with the section 189 process.

Legislative implications

The process set out in this report is legislated by sections 189 and 223 of the Act.

Community engagement and internal consultation

The adoption of the recommendation will commence the public notice process required under section 189, and conducted in accordance with section 223 of the Act.
Ordinary meeting – May 14, 2018

Officers reports for determination

Business Services

8.9 - Proposed sale of former saleyards site (cont’d)

Options for consideration

1. Do nothing. This is not recommended as council must undertake a section 189 and 223 process as a part of determining whether to sell the land to Amerock Holdings Pty Ltd.

2. Issue a public notice of council’s intention to sell land to Amerock Holdings Pty Ltd.

Conclusion

This report has outlined the process to be followed by council if it wishes to sell part of the former saleyards site to Amerock Holdings Pty Ltd.

Attachments

The following documents are attached to this report:

- Attachment A: Public notice

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 Business Services - Narelle Klein
In providing this advice, I have no interests to disclose in this report.

Manager Economic Development - Adam Wiseman
In providing this advice as the report author, I have no interests to disclose in this report.
### 8.9 - Proposed sale of former saleyards site (cont’d)

#### Recommendation

1. That Council authorises the Chief Executive Officer to give public notice under sections 189 and 223 of the Local Government Act 1989 of Council’s intention to:
   - sell the following land:
     - Lot 1 on proposed plan of subdivision no. PS816689F, being part of the land contained in certificate of title volume 10114 folio 425 and being (part) 96 Whytes Road, Bandiana, Victoria 3691 (Land). in accordance with the terms of the public notice, being Attachment A, as tabled.

2. That the public notice stipulate that persons may make a submission in respect of the proposal in accordance with Section 223 of the Local Government Act 1989 and that written submissions must be received by no later than June 13, 2018.

3. That 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.

4. That Council hold a Special Meeting of Council to hear from any persons who ask to be heard in support of their written submission at a meeting to be held at 3pm on Friday, June 15, 2018 in Council’s offices, 104 Hovell Street, Wodonga in relation to the proposed sale of the Sale Land and the proposed grant of option to sell and proposed sale of the Option Land.

5. Council further resolves should no submissions be received and having followed all required statutory procedures pursuant to s.189 and s.223 of the Act, to sell part of the former saleyards site to Amerock Holdings Pty.Ltd.

#### Motion

Crs Danny Lowe / John Watson

That the recommendation be adopted. **Carried**
PUBLIC NOTICE

WODONGA CITY COUNCIL

NOTICE OF INTENTION TO SELL LAND

Wodonga City Council (Council) gives notice under Section 189 of the Local Government Act 1989 (Act) that it intends to sell its land described below (Proposal).

The land which is the subject of the Proposal is Lot 1 on proposed plan of subdivision no. PS816689F, being part of the land contained in certificate of title volume 10114 folio 425 and being (part) 96 Whytes Road, Bandiana, Victoria 3691 (Land).

The Proposal is that the Land be sold by private treaty to Amerock Holdings Pty Ltd ACN 616 273 262 (Purchaser).

The contract of sale for the Land will provide as follows:-

1. a purchase price of $1,500,000 plus GST;
2. payment of a deposit equal to 10% of the price;
3. the sale will be conditional on:
   3.1 Council procuring registration of a plan of subdivision to create the Land as a separate lot; and
   3.2 the Purchaser obtaining a planning permit to use and develop the Land as a scrap yard and metal recycling facility, within 6 months after the day of sale (Planning Approval);
4. settlement will be due 24 months after the issue of the Planning Approval; and

5. as a condition of sale, the Purchaser must enter into an agreement pursuant to section 173 of the Planning and Environment Act 1987 in respect of the Land to be registered on title to the Land, which will, amongst other things, require the Purchaser to:

5.1 prepare and obtain Council’s approval of a vegetation management plan, before carrying out any works on the Land; and

5.2 not use the Land for the business of selling livestock.

A person may make a submission on the Proposal.

Any person proposing to make a submission under section 223 of the Act must do so by Wednesday, 13 June 2018.

All submissions will be considered in accordance with section 223 of the Act.

Submissions should be addressed to the Chief Executive Officer, and can be hand delivered to Council’s Office at 104 Hovell Street, Wodonga or posted to the following address:

- Chief Executive Officer
- Wodonga City Council
- PO Box 923
- WODONGA VIC 3689

Any person requesting to be heard in support of his or her submission is entitled to be heard before Council (or a Committee established by Council for this purpose) or be represented by a person acting on his or her behalf. 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 3pm on Friday, June 15, 2018 at the Council Chambers, ground floor, Hovell Street, Wodonga.

Patience Harrington
Chief Executive Officer
Wodonga City Council
8.10 - Review of CityLife publication

Purpose of report

To seek the council’s determination on the future of the printed CityLife publication and consider a change to its delivery and timings.

The present contract of the printing and bundling of CityLife expires in June 2018.

This presents an ideal opportunity to consider whether a monthly printed newsletter is still the most effective communication vehicle for our community.

Background

Introduced in 2008, the council’s CityLife newspaper is distributed during the first week of each month to more than 20,000 delivery points across the municipality including households, businesses and post office boxes. Copies are also provided at the council offices, Wodonga Library, The Cube Wodonga and community centres.

Each edition ranges from eight to 16 pages and carries information on a range of events and activities. It includes a monthly What’s On liftout and a quarterly Community Centre course guide.

CityLife was informally reviewed in 2014. Since that time a CityLife enewsletter was introduced which is put out fortnightly and the distribution was changed from neighbourhood walkers to Australia Post’s unaddressed mail delivery. This was in response to feedback that residents were not receiving the publication as well as the limited areas walkers were available.

CityLife is the only channel that can potentially reach all residents of the city. However, as a free publication, it is hard to gauge the publication’s true effectiveness and its actual reach cannot be properly measured. Anecdotal evidence suggests many people fail to read the publication in depth or at all.

A review of the event and venue surveys from the past 12 to 18 months show on average of 10 per cent of people found out about an event, program or activity from CityLife. The outliers in this data include Senior Celebrations and Community Centres, both of which include full programs or course guides within CityLife. However, Children’s Fair, which also features a liftout of event information, did not fall into this category.

In the 2017 Community Satisfaction Survey results, residents indicated newsletters, sent via mail (32%) or email (24%), were the preferred way for the council to inform residents about news, information and upcoming events. Interest in a newsletter sent via mail declined six points in the past year. Residents aged 50+ years prefer to receive a newsletter via mail (37%) to email (24%) by a wider margin than their younger counterparts (28% mail, 24% email).

The council uses a range of traditional and new media to inform and engage the community. These include printed publications; advertising; online channels
8.10 - Review of CityLife publication (cont’d)

including website, social media and newsletters; and, other channels include the WotsOn Wodonga app and signage across the city.

A desktop audit of what other council are doing show a mix of electronic and printed newsletters ranging from weekly, monthly to quarterly with many council considering or making the move to online distribution of information.

There are several models for continuing, transitioning or ceasing the publication of the printed *CityLife* newsletter and these are detailed below.

Costings have been done on a per annum (pa) basis to allow for growth and variances each month in the print run and number of pages per issue.

Model 1 is based on present costings and budget while models 2 to 5 are based on present costings but print run is an estimate based on other council experiences. This print run could be tweaked as time goes on. Other number scenarios are possible

**Model 1**

Do nothing and allow *CityLife* to continue as a print edition 11 times a year as a tabloid newspaper to all households in Wodonga. Suggest a similar review be undertaken in two years’ time to further track the effectiveness, satisfaction and reach of the print edition.

<table>
<thead>
<tr>
<th>Print run per issue</th>
<th>Printing costs (pa)</th>
<th>Distribution (pa)</th>
<th>Distribution costs (pa)</th>
<th>Total costs (pa)</th>
</tr>
</thead>
<tbody>
<tr>
<td>21,000 (x 11 pa)</td>
<td>$40,000</td>
<td>AusPost UMS</td>
<td>$44,000</td>
<td>$84,000</td>
</tr>
</tbody>
</table>

**Model 2**

Drop the *CityLife* print edition to a quarterly issue at its current tabloid size and deliver to 20,000 households.

<table>
<thead>
<tr>
<th>Print run per issue</th>
<th>Printing costs (pa)</th>
<th>Distribution (pa)</th>
<th>Distribution costs (pa)</th>
<th>Total costs (pa)</th>
</tr>
</thead>
<tbody>
<tr>
<td>21,000 (x 4 pa)</td>
<td>$14,000</td>
<td>AusPost UMS</td>
<td>$14,000</td>
<td>$28,000</td>
</tr>
</tbody>
</table>

**Model 3**

Change the size and distribution of *CityLife* to a monthly subscription-based print edition, A4 in size and 8 pages per issue, mailed to subscribers with additional copies available at venues and the council offices. (Est. subscribers 1000)

<table>
<thead>
<tr>
<th>Print run per issue</th>
<th>Printing costs (pa)</th>
<th>Distribution (pa)</th>
<th>Distribution costs (pa)</th>
<th>Total costs (pa)</th>
</tr>
</thead>
<tbody>
<tr>
<td>5000 (11 pa)</td>
<td>$17,000</td>
<td>AusPost paid</td>
<td>$13,200</td>
<td>$30,200</td>
</tr>
</tbody>
</table>
8.10 - Review of CityLife publication (cont’d)

**Model 4**

Change the size and distribution of *CityLife* to a quarterly subscription-based print edition, A4 in size and 8 pages per issue, mailed to subscribers with additional copies available at venues and the council offices. (Est. subscribers 1000)

<table>
<thead>
<tr>
<th>Print run per issue</th>
<th>Printing costs (pa)</th>
<th>Distribution (pa)</th>
<th>Distribution costs (pa)</th>
<th>Total costs (pa)</th>
</tr>
</thead>
<tbody>
<tr>
<td>5000 (4 pa)</td>
<td>$7000</td>
<td>AusPost UMS</td>
<td>$3300</td>
<td>$10,300</td>
</tr>
</tbody>
</table>

**Model 5**

Drop the printed edition entirely, promote electronic sign-ups and focus efforts on this and the council’s other communication channels. This option can be covered in the council’s marketing budget. Nil cost.

**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>Communications and engagement</td>
<td>Inform the community about the council’s events and activities through a broad range of communications channels.</td>
</tr>
</tbody>
</table>

**Council policy / strategy implications**

A key strategy in the Council Plan is dedicated to Communications and engagement which is also covered by the many channels the council uses to communicate and engage its 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>Community disagrees with decision</td>
<td>3</td>
<td>C</td>
<td>M</td>
<td>Continued promotion of various communication channels available</td>
</tr>
<tr>
<td>Community not receiving information on council activities and events</td>
<td>3</td>
<td>D</td>
<td>L</td>
<td>The council’s other channels are extensively used as a means of finding council information. Further investment will be made into these channels.</td>
</tr>
</tbody>
</table>
Financial implications

The printing and distribution of CityLife is included in current and future budgets.

Any potential savings would be used for further communications and engagement activities as staff continue to investigate innovative ways to reach the community in an effective manner.

Environmental implications

The council’s Communications and Marketing team have worked over several years to lessen the amount of printed material in an effort to be more environmentally sustainable.

CityLife is printed on recycled paper made up of 20 to 40 per cent of recycled fibre from old newspapers and can be re-added as a recycled fibre after use.

Social / cultural implications

There is still sections of the population for whom a printed publication is still the most effective way of receiving information.

Consideration should be given to those people who do not have internet access, do not favour online channels or face accessibility issues and for whom a council newsletter delivered to their home is still the preferred method of communication.

Legislative implications

There are no legislative impacts identified at this time.

Community engagement and internal consultation

The review has been informed with consideration to the annual Community Satisfaction Survey and the council’s user and events surveys which provides data to the importance and effectiveness of the council’s communications channels.

Options for consideration

1. Do nothing. (Model 1) This would mean CityLife would remain as a monthly edition 11 times a year and distributed across the city.

2. Consider one of the subscriptions methods from models 3 or 4 which see a significant change to the delivery and design of the printed newsletter. Not recommended.

3. Drop the printed edition in its entirety (model 5) and concentrate on online channels. Not recommended.
8.10 - Review of CityLife publication (cont’d)

4. Start a transition that reduces the reliance on the printed publication and change from a monthly to quarterly edition. This is reflected as model 2. Recommended.

Conclusion

*CityLife* does represent a key tool in reaching many people in the community. However, its mode of delivery makes it difficult to gauge its true effectiveness and therefore the return on investment.

There is also ongoing challenges and concerns with the sustainability of the print edition in the face of rising costs in printing and distribution as well as the demands of a growing city.

With postage costs expected to continue to rise and the number of households in the municipality continuing to grow, this will further pressure the budget for printing more than 20,000 issues 11 times a year.

However, the data suggests a population made up primarily of young families will rely on other means to source information on activities, events and programs in their area that interest them.

Based on the data available and the needs of our growing city, it is considered that it is time to lessen our reliance on printed material and look at options to phase out the monthly *CityLife* printed newsletter.

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.

Manager Culture and Tourism - Simone Hogg
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.
8.10 - Review of CityLife publication (cont’d)

Recommendation

That:

1. The printed CityLife publication become a quarterly newsletter under the present distribution model across the city;

2. The June 2018 edition be the last monthly publication with the quarterly editions to begin in September; and,

3. A further review be undertaken after 12 months of this coming into effect.

Motion

Crs Kat Bennett / John Watson

That the recommendation be adopted.

Carried
8.11 - Wodonga CBA Car Parking Plan for approval and Wodonga Planning Scheme Amendment C98 Car Parking Plan & Parking Overlay

Purpose of report

To seek a council resolution to approve and adopt the Wodonga CBA Car Parking Plan (the Plan) and for officers to seek authorisation from the Minister for Planning to prepare and exhibit the Planning Scheme Amendment C98 to the Wodonga Planning Scheme.

Background

Project context and objective:

The Wodonga Central Business Area (CBA) Revitalisation Plan (CBA Plan), adopted in July 2014, sets up the vision for the CBA to 2020 and beyond. One of the key actions in the CBA Plan is to 'Undertake an amendment to the Wodonga Planning Scheme, to incorporate parking requirements that respond to parking over time and ultimately implement the recommendations of the approved car parking strategy'.

The Wodonga Planning Scheme Amendment C123 – Planning Scheme Rewrite (approved in December 2016), identified a series of future strategic works to be undertaken, which includes to review and update the schedule to the Parking Overlay (PO) at clause 45.09 of the Wodonga Planning Scheme.

The Plan’s objective is to provide a comprehensive and defendable car parking management solution for the Wodonga CBA that:

- is responsive to future changes likely to be experienced in the CBA;
- achieves an efficient and balanced supply of parking that encourages further investment and development in the CBA; and
- is effective in responding to other key opportunities such as improving public amenity and encouraging walkability and use of active transport.

The Plan makes reference to, and seeks to update the Interim CBA Car Parking Strategy 2013, and identifies the balance between the provisions of a full car parking requirement for new developments against the economic cost of such provision.

A draft Schedule 1 to the Parking Overlay was prepared as part of the Plan (Attachment C), which forms the basis of the proposed Planning Scheme Amendment C98 to update the current Parking Overlay for the CBA.

Project status

At the council meeting on February 19, 2018, the Council reached a resolution to commence a one month public consultation period on the draft Wodonga CBA Car Parking Plan.
Public consultation was subsequently undertaken, closing on March 21, 2018, with 22 submissions to the Plan received.

The key themes of the feedback are:
1. Disabled parking
2. Timed parking
3. Parking compliance and
4. Off-street car parks.

An analysis of the feedback and officer’s response to the feedback is included at Attachment A.

A full set of the community’s feedback is provided at Document A.

In summary, most of the feedback is covered by the Plan or can be addressed by the actions proposed in the Plan. Necessary changes have been made to some of the proposed actions (in terms of timing and priority of the actions) in the draft Wodonga CBA Car Parking Plan to reflect the community’s feedback.

The finalised Wodonga CBA Car Parking Plan will be tabled at the May 2018 ordinary meeting of the Council.

Next steps:
- Officers seek the Council’s resolution to approve and adopt the Plan; and
- To allow officers to seek authorisation from the Minister for Planning to prepare and exhibit the Planning Scheme Amendment C98 to the Wodonga Planning Scheme.

A draft Explanatory Report is enclosed at Attachment B which provides detailed description of the proposed amendment.

The amendment proposes to give statutory effect to the Plan, and to replace and update Schedule 1 to Clause 45.09 Parking Overlay in the Wodonga Planning Scheme.

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>Vibrant city centre</td>
<td>Develop a Wodonga CBA Parking Strategy to promote the sustainable long-term revitalisation and development of the CBA</td>
</tr>
</tbody>
</table>
8.11 - Wodonga CBA Car Parking Plan for approval and Wodonga Planning Scheme Amendment C98 Car Parking Plan & Parking Overlay (cont’d)

Council policy / strategy implications

In accordance with the current Council Plan, this project seeks to develop a Wodonga CBA Parking Plan to promote the sustainable long-term revitalisation and development of the CBA.

The Plan builds on and forms part of the implementation of a variety of strategic projects relating the CBA, including:
- The Wodonga CBA Revitalisation Plan (CBA Plan, adopted in July 2014),
- The Wodonga Planning Scheme Amendment C123 – Planning Scheme Rewrite (approved in December 2016); and

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>A final Plan is not approved by council, preventing implementation of actions</td>
<td>3</td>
<td>C</td>
<td>S</td>
<td>Submit the plan to council for approval.</td>
</tr>
<tr>
<td>A planning scheme amendment is not authorised for commencement, the parking overlay could not be amended and updated.</td>
<td>3</td>
<td>C</td>
<td>S</td>
<td>Submit the plan to council for approval and seek council’s resolution to commence the amendment process.</td>
</tr>
</tbody>
</table>

Financial implications

<table>
<thead>
<tr>
<th></th>
<th>2016-2017 approved budget</th>
<th>This proposal</th>
<th>Variance to approved budget</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenue</td>
<td>Nil</td>
<td>Nil</td>
<td>Nil</td>
<td>$1436 - prescribed fee</td>
</tr>
<tr>
<td>Expense</td>
<td>$1436</td>
<td>$1436</td>
<td>Nil</td>
<td></td>
</tr>
<tr>
<td>Net result</td>
<td>$1436</td>
<td>$1436</td>
<td>Nil</td>
<td></td>
</tr>
</tbody>
</table>

The proposed planning scheme amendment will replace and update the Parking Overlay to revise the financial contribution scheme to increase the viability that the future car parking and other sustainable transport initiatives will be able to be funded with the collected contributions.

Environmental implications

The Plan and the updated Parking Overlay are formulated to achieve a sustainable balance between car parking requirements and provision of same.
8.11 - Wodonga CBA Car Parking Plan for approval and Wodonga Planning Scheme Amendment C98 Car Parking Plan & Parking Overlay (cont’d)

Car parking provision rates are set at a level that is considered appropriate for the new development in Wodonga CBA, provide a balanced approach which recognises that private vehicle usage is one of key transport modes, while emphasising and promoting the adoption of other sustainable modes of transport.

The proposed amendment will implement the objective of Clause 21.10-3 of the Wodonga Planning Scheme to improve the connectivity, safety and useability of Wodonga’s bicycle network, by addressing one of the key issues being the lack of cycling facilities (including secure bicycle parking, showers and lockers) at key destinations including and within the Wodonga CBA.

The amendment will also address one of the key issues identified in Clause 21.10-6 being that existing car parks do not have good pedestrian pathways or contain adequate or appropriate shade structures.

Social / cultural implications

The proposed amendment will provide social benefits by facilitating and promoting new developments in the CBA; and providing additional employment, retail, residential and recreational opportunities for the Wodonga community as well as residents in the wider region.

Legislative implications

The proposed amendment is consistent with Section 4 of the Planning and Environment Act, 1987 (the Act); the objectives of Planning in Victoria.

The council will seek authorisation from the Minister for Planning to prepare the amendment under Section 8A of the Act.

The amendment is also consistent with section 12 of the Act; which sets out the duties and powers of planning authorities.

Community engagement and internal consultation

The following consultation has already occurred to inform the final Plan;

- Questionnaire to traders (June 2017)
- Stakeholder engagement workshop (July 2017)
- Public consultation (February to March 2018)

The public consultation was supported by a communications and consultation plan with documents made available via the Make Wodonga Yours platform and council’s usual social and traditional media platforms.

Participants in earlier consultation were invited to make further comment.
8.11 - Wodonga CBA Car Parking Plan for approval and Wodonga Planning Scheme Amendment C98 Car Parking Plan & Parking Overlay (cont’d)

Options for consideration

Option 1 – do nothing/do not approve the Plan and the request to amend the planning scheme.

This would prevent the progression of the CBA Revitalisation Plan’s planning process to implement an approved Car Parking Plan, and the current outdated Parking Overlay and the associated planning scheme maps will not be updated to meet the needs for and facilitate the sustainable growth of the Wodonga CBA.

Option 2 – Approve the Plan, and resolve that officers seek authorisation from the Minister for Planning to amend the planning scheme.

This is the recommended option.

Conclusion

In accordance with the Council Plan, this project seeks to develop a Wodonga CBA Parking Plan to promote the sustainable long-term revitalisation and development of the CBA. The Plan builds on and forms part of the implementation of a variety of strategic projects relating the CBA. The final Plan has been updated and refined to reflect feedback collected from the community engagement processes.

It is also one of the actions identified in Section 7 of the Plan to undertake a planning scheme amendment to update and replace the current Wodonga CBA Parking Overlay.

Officers seek council’s approval of the final Wodonga CBA Car Parking Plan and a council resolution which allows officers to seek authorisation from the Minister for Planning to prepare and exhibit the Planning Scheme Amendment C98 to the Wodonga Planning Scheme.

Attachments

The following documents are attached to this report:

- Attachment A: Analysis of community’s feedback and officer’s response
- Attachment B: Amendment C98 Explanatory Report
- Attachment C: Proposed Schedule 1 to Clause 45.09 Parking Overlay

Tabled papers

The following documents will be tabled at the meeting:

- Document A: Full set of submissions to the Plan
- Document B: Car Parking Plan Final Version
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 Wodonga CBA Car Parking Plan, as tabled be adopted; and

2. Officers seek authorisation from the Minister for Planning to prepare and exhibit the Planning Scheme Amendment C98 to the Wodonga Planning Scheme.

Motion

Crs Danny Lowe / Tim Quilty

That the recommendation be adopted.

Conflict of interest disclosure

Prior to the commencement of item 8.11 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 7.18pm. Cr Mildren returned to the meeting room at 7.26pm after the resolution for item 8.11 was carried.
<table>
<thead>
<tr>
<th>Theme</th>
<th>Proposal</th>
<th>Frequency</th>
<th>Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>Disabled parking</td>
<td>Ensure the disabled car parks are outside the Trinity Medical Centre not near Bond Street.</td>
<td>2</td>
<td>Community's feedback on the provision and location of disabled parking spaces in the CBA will be addressed by Action 1 in the Plan, i.e. council will continue to review the demand for different types of parking in the CBA (including disabled parking) based on the User Parking Priorities established in Table 3 of the Plan. The action will be amended from 'Medium' to 'High' priority, with a timeframe of 'Ongoing, every 2 years'.</td>
</tr>
<tr>
<td></td>
<td>only one disabled parking at Gateway Health, and it is always occupied.</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td></td>
<td>More disabled parking needed in CBA (High Street &amp; Wodonga Plaza)</td>
<td>3</td>
<td>Parking Priorities established in Table 3 of the Plan. The action will be amended from 'Medium' to 'High' priority, with a timeframe of 'Ongoing, every 2 years'.</td>
</tr>
<tr>
<td>Timed parking spaces</td>
<td>Make Church Street car parking between Elgin Boulevard and South Street timed to 2 hours.</td>
<td>2</td>
<td>Community's feedback on the restrictions and locations of timed parking spaces in the CBA will be addressed by Action 2 in the Plan, i.e. to review and implement short term timed parking restrictions at locations where high turnover is desirable. The actions will be amended from 'Medium' to 'High' priority, with a timeframe of 'Ongoing, every 2 years'.</td>
</tr>
<tr>
<td></td>
<td>On street parking in front of local shops should be 30min (or less, between trading hours), not one hour, to promote more turn overs</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>Enforcement</td>
<td>Enforce the parking times in CBA more frequently.</td>
<td>2</td>
<td>Community's feedback on the need to strengthen compliance enforcement is noted. Actions 4, 5 and 6 of the Plan already identify the need to ensure/monitor compliance levels.</td>
</tr>
<tr>
<td></td>
<td>Enforcement at weekends needed, they are major trading days for shops.</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Parking for staff</td>
<td>Multi deck car park behind Westpac with timed and all day parking spaces</td>
<td>1</td>
<td>Community's response on the need of full day parking spaces for staff working in the CBA is noted. Actions 3 of the Plan will address the matter.</td>
</tr>
<tr>
<td></td>
<td>All day free parking for staff</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Off-street car park</td>
<td>Acquire the old car yard from Infrastructure Victoria and the block behind and turn into a car park as well</td>
<td>3</td>
<td>Action 18 will be reviewed as follows to better address the community's feedback: 'Review the need for additional off-street car parks in the CBA, and undertake conceptual planning and design for the CBD West, Dok and Acacia car park sites and prepare cost estimates for future budget considerations.'</td>
</tr>
<tr>
<td></td>
<td>Multi deck car park at Howell St off-street car park</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>On-street car park</td>
<td>Reduce landscaping and pedestrian pavement areas for more parking spaces</td>
<td>3</td>
<td>With regard to the comments on High Street's landscaping, it is one of the second highest response from the community in the Wodonga Central Business Area Revitalisation Plan's (adopted in 2014) public consultation that the community seek council be given the CBA with trees, vegetation and landscape, as a result new landscaping elements have been introduced into the new design of High Street reconstruction.</td>
</tr>
<tr>
<td></td>
<td>Parking spaces seem reduced after road works</td>
<td>1</td>
<td>On-street car parking spaces was increased from 64 to 119 in 2012 upon completion of the High Street reconfiguration. Based on council's audit, the number of on-street parking spaces generally stays the same (119 before the roadworks, and 115 after). At the same time, the number of disabled bays will be increased after the roadworks.</td>
</tr>
<tr>
<td>Loading zone</td>
<td>Put in loading zones, these disappear for some reason when parallel parking was removed</td>
<td>2</td>
<td>Action 1 of the Plan will address this feedback, i.e. council will continue to review the demand of different types of parking in the CBA (including loading zones) based on the User Parking Priorities established in Table 5 of the Plan. The action will be amended from 'Medium' to 'High' priority, with a timeframe of 'Ongoing, every 2 years'.</td>
</tr>
<tr>
<td>RV parking</td>
<td>RV or long vehicle parking spaces should be in groups of a few spaces, rather than individual spaces throughout the CBA, as RV travellers usually travel in groups</td>
<td>1</td>
<td>It is the recommendation of the 'Recreational Vehicle and Caravan Parking Study' paper, endorsed by council in the council's ordinary meeting in August 2017, that long vehicle parking signage in the CBD be improved, and parking bays and limits for recreational vehicles and caravans be reviewed. As a result a new action 23 has been added to the Car Parking Plan to address this. Actions 24 and 25 will also help address the signage matter.</td>
</tr>
<tr>
<td></td>
<td>Multiple RV bays should be organised in a side-by-side or drive through layout, Howell St gravel car park is considered unsuitable.</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td></td>
<td>RV parking bays are not obvious enough to be spotted by drivers</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Better signage for RV parking spaces</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Paid parking</td>
<td>Don't introduce parking metres</td>
<td>3</td>
<td>There is no plan to introduce paid parking in Wodonga due to the availability of parking spaces, as the Plan has indicated (section 9.1.4) Council will continue to monitor and review the demand for car parking spaces in the CBA in the future before further considering such need.</td>
</tr>
</tbody>
</table>
Who is the planning authority?
This amendment has been prepared by the Wodonga City Council, which is the planning authority for this amendment.

Land affected by the amendment
The Amendment applies to all land in the Wodonga Central Business Area in the Activity Centre Zone in the Wodonga Planning Scheme as identified in Figure 1.
What the amendment does

The Amendment gives statutory effect to the Wodonga Central Business Area Car Parking Plan (2017), which was prepared to update the Interim Central Business Area Car Parking Strategy (2013), by making the following changes to the Wodonga Planning Scheme:

- Replace and update the Schedule 1 to the Clause 45.09 Parking Overlay
- Amend the Schedule to Clause 61.03 by amending Planning Scheme Maps 06PO, 07PO and inserting Planning Scheme Map 10PO

Strategic assessment of the amendment

Why is the amendment required?

The Wodonga Central Business Area is currently experiencing strong growth, which resulted in recently completion of over 20,000 square metres of commercial development, with over 7 hectares of planned comprehensive development well advanced. It is a key objective for council to facilitate the ongoing development for the next 5 to 10 years without compromising traffic movement and car parking in the Central Business Area.

The amendment is required to replace the current Schedule 1 to the Parking Overlay with a new schedule, to achieve the above objective by ensuring the provision of parking meets the future demands of development in the Central Business Area. The Parking Overlay will meet this objective by introducing new measures to promote active and sustainable transport modes to meet the community’s expectation for a more sustainable living environment, and to revise the financial contribution scheme to increase the viability that the future car parking and other initiatives which will be able to be funded with the contributions.

How does the amendment implement the objectives of planning in Victoria?

The Amendment implements the objectives of planning in Victoria pursuant to Section 4 of the Planning and Environment Act 1987 as follows:

- It facilitates the fair, orderly, economic and sustainable use and development of the land in the Wodonga Central Business Area by;
- providing clear direction and a framework for making decisions in relation to car parking in the Wodonga Central Business Area
- providing reduction of car parking ratios for appropriate uses
- collecting appropriate contributions to contribute to the construction of future car parking facilities
- decreasing the reliance on the motor vehicle and promoting sustainable transport modes;
- Reducing Urban Heat Island Effect by requiring 50% of all car parking spaces to be shaded
- Improving cycling and pedestrian safety through specifying design measures for pedestrian and cycling infrastructure and appropriate location of driveways and accessways.

- It provides for improvement of the Wodonga Central Business Area as a pleasant, efficient and safe working, living and recreational environment by providing an evidence base for
decision making for car parking associated with development in the Wodonga Central Business Area activity centre.

- It facilitates development in accordance with the above objectives.

- It balances the present and future interests of all Victorians by providing a framework for car parking which will enhance decision making and funding for public car parking and sustainable transport facilities which will facilitate development which revitalises the Wodonga Central Business Area.

**How does the amendment address any environmental, social and economic effects?**

**Environmental**

This amendment is formulated to achieve a sustainable balance between car parking requirements and provision. Car parking provision rates are set at a level that is considered appropriate for the new development in Wodonga Central Business Area, provide a balanced approach which recognises private vehicle usage is one of key transport modes, while emphasising and promoting the adoption of other sustainable modes of transport.

**Social**

The amendment will provide social benefits by facilitating and promoting new developments in the Central Business Area; and providing additional employment, retail, residential and recreational opportunities for the Wodonga community as well as residents in the region.

**Economic**

The amendment will provide economic benefits by continuously supporting and facilitating commercial and residential investment and job creation. It is Wodonga council’s long term vision to establish the Central Business Area as a major regional activity centre that will serve the needs for the growing population in accessing jobs, retail and commercial services as well as a diversity of housing choices.

**Does the amendment address relevant bushfire risk?**

The Wodonga Central Business Area is not in a Bushfire Prone Area, nor is it affected by the Bushfire Management Overlay. The amendment does not alter any existing planning controls which relate to the management of bushfire risk. The amendment will have no effect upon bushfire risk. The amendment meets the objective of and gives effect to the strategies in Clause 13.05-1 in that it will direct development to a low risk location with no identified bushfire hazards and will not result in an increased bushfire risk to life and property.

**Does the amendment comply with the requirements of any Minister’s Direction applicable to the amendment?**

The Amendment is of local significance only and complies with the relevant Ministers’ Directions under section 12 of the Planning and Environment Act 1987.

The amendment is consistent with the Ministerial Direction on the Form and Content of Planning Schemes under section 7(5) of the Act.
The Amendment complies with Minister’s Direction No 11, ‘Strategic Assessment of Amendments’. All requirements to be met under the direction have been considered and met in the preparation of the amendment.

How does the amendment support or implement the State Planning Policy Framework and any adopted State policy?

The amendment supports and will help to implement the following objectives and strategies of the State Planning Policy Framework:

Clause 11.03 Activity Centre Planning – The amendment will facilitate the concentration of major retail, residential, commercial, administrative, entertainment and cultural developments into the Wodonga Central Business Area; which provides a variety of land uses that are highly accessible to the community.

Clause 17.01 Commercial – The amendment will encourage development in the Wodonga Central Business Area which meet the communities’ needs for retail, entertainment, office and other commercial services, and provides net community benefit in relation to accessibility, efficient infrastructure use and the aggregation and sustainability of commercial facilities.

Clause 18.02 Movement Networks – The amendment will facilitate the provision of an adequate supply of car parking within the Wodonga Central Business Area that is appropriately designed and located; promote the use of sustainable transport modes; and to integrate planning for cycling with future new developments in the Central Business Area.

How does the amendment support or implement the Local Planning Policy Framework, and specifically the Municipal Strategic Statement?

Clause 21.02-2 Strategic planning vision – identifies the vision for economic development is for a diverse and vibrant economy which capitalises on a revitalised central business area, attracts new and emerging industries and support existing businesses. The Car Parking Plan and the updated Parking Overlay will implement this vision.

Clause 21.02-4 Wodonga Strategic Framework Plan – The Car Parking Plan and the new Parking Overlay will support and reinforce the role of the Wodonga Central Business Area as the primary activity centre.

Clause 21.03-1 Activity Centres – identifies the Wodonga Central Business Area as the principal activity centre, with the objective to reinforce its role as the city’s Principal Activity Centre for retail, civic, commerce and entertainment. The Car Parking Plan and the updated Parking Overlay will reinforce this objective.

Clause 21.10-3 Cycling – The amendment will implement the objective to improve the connectivity, safety and useability of Wodonga’s bicycle network, by addressing one of the key issues of lack of cycling facilities (including secure bicycle parking, showers and lockers) at key destinations including the Wodonga Central Business Area.

Clause 21.10-6 Car parking – the amendment will address one of the key issues associated with car parking in the Wodonga Central Business Area, they are: High costs associated with providing additional public parking infrastructure in the Central Business Area; and existing
car parks do not have good pedestrian pathways or contain shade structures. The amendment will also facilitate the following objectives:

- To ensure car parking design and provision is adequate to support the overall economic success of the Central Business Area, and
- Improve pedestrian access and amenity to car parking

21.10-8 Implementation – the amendment implements the identified further strategic work to 'review and update the schedule to the Parking Overlay', and facilitate the action to develop and implement a directional signage strategy to improve legibility of access to car parks via ring road/local access roads.

Does the amendment make proper use of the Victoria Planning Provisions?

The Parking Overlay in Clause 45.09 is the most appropriate tool to manage car parking within activity centres.

In order to successfully prepare an updated Parking Overlay, the amendment made proper use of the Victorian Planning Provisions Practice Note 57: The Parking Overlay which requires a parking plan to:

- Identify the car parking needs and issues;
- Relate these issues to the broader social, economic and environmental considerations;
- Sets out the car parking objectives; and
- Defines the implementation responsibilities.

How does the amendment address the views of any relevant agency?

Standard referrals to the designated Ministers and Government Departments will be undertaken as part of the formal amendment process. In this case there are no known specific issues affecting the Ministers or Department interests that would warrant particular consultation.

Does the amendment address relevant requirements of the Transport Integration Act 2010?

The purpose and objectives of the Transport Integration Act 2010 is to provide an appropriate framework for the provision of sustainable transport and to facilitate social and economic inclusion, economic prosperity, environmental sustainability, integration of transport and land use, efficiency, coordination and reliability, safety and health and wellbeing. The proposed amendment is to update and apply the Parking Overlay over the Central Business Area to align with the Activity Centre Zone boundary and better protect and facilitate its important role in Wodonga, in accordance with State and Local Policy Framework.

Given the outcomes intended by the Amendment, it is stated that there will be no effect upon the transport system as defined by Section 3 of the Transport Integration Act 2010.

Resource and administrative costs

- What impact will the new planning provisions have on the resource and administrative costs of the responsible authority?
 Upon approval of the amendment, the updated Parking Overlay will simplify the administration of applications for planning permits within the Wodonga Central Business Area. The current Parking Overlay ordinance and mapping is outdated. The updated Parking Overlay will reduce confusion for all users by aligning the boundaries with the Activity Centre Zone, removing uses which are not defined land use terms and reflecting contemporary state government guidance through consistency with the *Practice Note 57: The Parking Overlay*.

The amendment will have a positive impact on council and the Central Business Area as the financial contributions made via the new Parking Overlay will be used to fund public parking projects or other initiatives that will help reduce the reliance of vehicular usage in the Wodonga Central Business Area.

**Where you may inspect this Amendment**

The Amendment is available for public inspection, free of charge, during office hours at the following places:

Wodonga City Council  
104 Hovell St  
Wodonga, VIC 3690


**Submissions**

Any person who may be affected by the Amendment may make a submission to the planning authority. Submissions about the Amendment must be received by [insert submissions due date].

A submission must be sent to:

The Chief Executive Officer  
P.O Box 923  
Wodonga  
Victoria 3689

**Panel hearing dates**

In accordance with clause 4(2) of Ministerial Direction No.15 the following panel hearing dates have been set for this amendment:

- directions hearing: [insert directions hearing date]
- panel hearing: [insert panel hearing date]
Ordinary meeting – May 14, 2018

8 - Officers reports for determination Item 8.11 - Attachment C

SCHEDULE 1 TO CLAUSE 45.09 PARKING OVERLAY

Shown on the planning scheme map as PO1

WODONGA CENTRAL BUSINESS AREA

1.0 Parking objectives to be achieved

- To provide an appropriate level of parking within the Wodonga Central Business Area that caters for demand and supports a future reliance on private vehicle usage.
- To consolidate existing car parks to maximise the sharing of parking supply between different land uses.
- To improve both public car parking provision and sustainable transport infrastructure within the centre.
- To provide for the collection of financial contributions in lieu of parking waiver to contribute to the construction of publicly-accessible off-street parking facilities and other sustainable transport infrastructure initiatives within the Wodonga Central Business Area.

2.0 Permit requirement

A permit may be granted to reduce the number of car parking spaces as specified for a particular use under Clause 3 of this schedule within the Wodonga Central Business Area, provided a financial contribution is made in accordance with Clause 5 of this schedule in lieu of the car park reduction.

3.0 Number of car parking spaces required

If a use is specified in the Table below, the number of car parking spaces required for the use is calculated by multiplying the Rate specified for the use by the accompanying Measure.

Table: Car parking spaces

<table>
<thead>
<tr>
<th>Use</th>
<th>Rate</th>
<th>Measure</th>
</tr>
</thead>
<tbody>
<tr>
<td>Child Care Centre</td>
<td>3.5</td>
<td>To each 100 sq m of leasable floor area</td>
</tr>
<tr>
<td>Food and Drink Premise</td>
<td>3.0</td>
<td>To each 100 sq m of leasable floor area</td>
</tr>
<tr>
<td>Place of Assembly</td>
<td>3.0</td>
<td>To each 100 sq m of leasable floor area</td>
</tr>
<tr>
<td>Restaurant</td>
<td>3.0</td>
<td>To each 100 sq m of leasable floor area</td>
</tr>
<tr>
<td>Hotel</td>
<td>3.0</td>
<td>To each 100 sq m of leasable floor area</td>
</tr>
</tbody>
</table>

If a use is not specified in Table 1, car parking spaces must be provided in accordance with Column B of Table 1 at Clause 52.06. Where a use is also not specified under Clause 52.06, car parking spaces must be provided to the satisfaction of the responsible authority.

Motorcycle Parking Rates

For all development requiring more than 30 car parking spaces, motor-cycle parking must be provided at a rate of 1 space for every 30 car spaces (prior to any dispensation of the car parking rate), unless the responsible authority is satisfied that a lesser number is sufficient.

4.0 Application requirements and decision guidelines for permit applications

Any application to waive, vary or locate car parking offsite must be accompanied with a Car Parking Management Plan to the satisfaction of the responsible authority. This Plan must specify:
- The provision and location of car and motorbike parking.
- The proximity of the car parking to the activity and pedestrian access.
• The safety and convenience of pedestrians moving to, from and within the car parking facility, including lighting levels, surveillance systems, signage, ease of orientation and visibility.
• The availability of car parking in the locality.

5.0 Financial contribution requirement

The responsible authority may consider accepting a financial contribution-in-lieu of one or more car parking spaces being provided on-site where associated with a use other than residential dwellings (as specified in as required under Column B of Table 1 in Clause 52.06).

A financial contribution does not apply to residential dwellings. The minimum required parking for a residential dwelling, as outlined in Table 1, must be provided on site unless the responsible authority is satisfied that a lesser number is sufficient.

When car parking spaces are to be provided off-site, the financial contribution-in-lieu per car space is $10,000 (exclusive of GST) for each car space. The amount of contribution for each car space specified above will be adjusted by the responsible authority on 1 July each year in accordance with the relevant Building Price Index (Melbourne) in Rawlinsons Australian Construction Handbook. If that index is unavailable, an equivalent index will be applied by the responsible authority.

The cash contribution must be made before the use or development commences unless a permit condition allows payments by instalments under the Section 173 agreement provisions of the Planning and Environment Act 1987.

All funds collected under a financial contribution scheme must be utilised on:
• Public parking projects within or adjacent to the Wodonga Central Business Area identified in Figure 4 of the Wodonga Central Business Area Car Parking Strategy (August 2017); or
• Other initiatives outlined in Figure 4 of the Wodonga Central Business Area Car Parking Strategy (August 2017).

6.0 Requirements for a car parking plan

None specified.

7.0 Design standards for car parking

In addition to the requirements set out under Clause 52.06-9, plans prepared in accordance with Clause 52.06-8 must meet the following design standards, unless the responsible authority agrees otherwise.

• 50% of all car parking spaces provided outdoor must be provided undercover or in shade, in accordance with the Wodonga car park shading design and tree species selection manual. This may be accommodated through physical structures or landscaping as appropriate, provided trees, where used, do not have a growth characteristic that sheds limbs or significant fruit or nuts.
• Driveways and accessways must be located away from intersections and with due consideration of the form and nature of other activity in the street.
• Well-designed pedestrian and cyclist service elements are required within parking structures, including improved overall connectivity to adjacent land uses.

8.0 Decision guidelines for car parking plans

None specified.

9.0 Reference document

Central Business Area Car Parking Strategy (2017)
9.1 - Finance Report for April 2018

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>
9.1 - Finance Report for April 2018 (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 investments with Responsible Investment Association Australia members and/or investment products certified by them. 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 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

Nil 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
9.1 - Finance Report for April 2018 (cont’d)

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

1. Financial Statements

Key financial highlights and overview

Key Points

- 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 any discrepancies are identified and appropriate remedial actions taken.

<table>
<thead>
<tr>
<th>Key financial summary</th>
<th>Year to Date – April 2018</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>56,797,807</td>
<td>56,049,023</td>
</tr>
<tr>
<td>Total Expenditure</td>
<td>43,004,057</td>
<td>46,322,377</td>
</tr>
<tr>
<td>Net Operating Surplus/(Deficit)</td>
<td>13,793,750</td>
<td>9,726,646</td>
</tr>
<tr>
<td>Capital Works</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Expenditure</td>
<td>16,826,100</td>
<td>23,038,593</td>
</tr>
<tr>
<td>Closing cash &amp; investments</td>
<td>24,337,315</td>
<td>15,449,679</td>
</tr>
</tbody>
</table>
9.1 - Finance Report for April 2018 (cont’d)

a. Income Statement

<table>
<thead>
<tr>
<th>Category</th>
<th>Note</th>
<th>Year to Date – April 2018</th>
<th>Full Year</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Actual</td>
<td>Revised Budget(b)</td>
</tr>
<tr>
<td>Income Rates</td>
<td>4</td>
<td>44,974,605</td>
<td>44,953,452</td>
</tr>
<tr>
<td>User Charges</td>
<td>1</td>
<td>5,094,488</td>
<td>4,648,781</td>
</tr>
<tr>
<td>Interest Income</td>
<td></td>
<td>399,915</td>
<td>351,664</td>
</tr>
<tr>
<td>Grants</td>
<td>2</td>
<td>5,935,640</td>
<td>5,776,623</td>
</tr>
<tr>
<td>Internal Income</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Other Income</td>
<td>3</td>
<td>393,158</td>
<td>318,503</td>
</tr>
<tr>
<td><strong>Total Income</strong></td>
<td></td>
<td>56,797,807</td>
<td>56,049,023</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Expenditure</th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Employee Costs</td>
<td>4</td>
<td>18,867,463</td>
<td>19,799,263</td>
<td>(931,800)</td>
<td>24,993,638</td>
<td>24,747,090</td>
</tr>
<tr>
<td>Internal Expend.</td>
<td></td>
<td>3,187 (6.822)</td>
<td>10,009</td>
<td>(5,240)</td>
<td>43,586</td>
<td></td>
</tr>
<tr>
<td>Materials</td>
<td>5</td>
<td>14,881,771</td>
<td>17,254,773</td>
<td>(2,373,002)</td>
<td>20,841,913</td>
<td>18,736,008</td>
</tr>
<tr>
<td>Interest Exp.</td>
<td></td>
<td>813,060</td>
<td>817,481</td>
<td>(4,421)</td>
<td>1,414,041</td>
<td>1,524,220</td>
</tr>
<tr>
<td>Depreciation</td>
<td></td>
<td>7,705,196</td>
<td>7,685,375</td>
<td>19,821</td>
<td>9,197,875</td>
<td>9,075,000</td>
</tr>
<tr>
<td>Other Expenses</td>
<td></td>
<td>733,380</td>
<td>772,307</td>
<td>(38,927)</td>
<td>1,033,963</td>
<td>1,056,626</td>
</tr>
<tr>
<td><strong>Total Expenditure</strong></td>
<td></td>
<td>43,004,057</td>
<td>46,322,377</td>
<td>(3,318,320)</td>
<td>57,476,190</td>
<td>55,182,530</td>
</tr>
</tbody>
</table>

**Surplus/(Deficit)**

| Surplus/(Deficit) |      | 13,793,750 | 9,726,646  | 4,067,104 | 1,152,264  | 1,496,675  |

Note:

a. Original budget as adopted in June 2017.

b. Includes approved 1st, 2nd & 3rd quarter and re-budget adjustments and unapproved 4th quarter adjustments.
### 9.1 - Finance Report for April 2018 (cont’d)

#### b. Balance Sheet

<table>
<thead>
<tr>
<th>Category</th>
<th>Note</th>
<th>April 2018</th>
<th>June 2017</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>24,337,315</td>
<td>27,601,491</td>
</tr>
<tr>
<td>Receivables</td>
<td>6</td>
<td>11,854,116</td>
<td>2,159,089</td>
</tr>
<tr>
<td>Inventories</td>
<td></td>
<td>29,008</td>
<td>29,008</td>
</tr>
<tr>
<td>Other</td>
<td>7</td>
<td>0</td>
<td>641,069</td>
</tr>
<tr>
<td><strong>Total Current Assets</strong></td>
<td></td>
<td>36,220,439</td>
<td>30,430,657</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>539,425,562</td>
<td>531,610,627</td>
</tr>
<tr>
<td><strong>Total Non-Current Assets</strong></td>
<td></td>
<td>539,425,562</td>
<td>531,610,627</td>
</tr>
<tr>
<td><strong>Total Assets</strong></td>
<td></td>
<td>575,646,001</td>
<td>562,041,284</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>2,535,410</td>
<td>4,067,301</td>
</tr>
<tr>
<td>Employee benefits</td>
<td></td>
<td>4,246,264</td>
<td>4,367,516</td>
</tr>
<tr>
<td>Interest bearing liabilities</td>
<td></td>
<td>563,500</td>
<td>1,748,464</td>
</tr>
<tr>
<td>Trust deposits</td>
<td></td>
<td>1,055,616</td>
<td>1,132,438</td>
</tr>
<tr>
<td><strong>Total Current Liabilities</strong></td>
<td></td>
<td>8,400,790</td>
<td>11,315,719</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>622,865</td>
<td>603,232</td>
</tr>
<tr>
<td>Interest bearing liabilities</td>
<td></td>
<td>22,126,333</td>
<td>22,126,333</td>
</tr>
<tr>
<td>Other</td>
<td></td>
<td>3,222,375</td>
<td>2,856,487</td>
</tr>
<tr>
<td><strong>Total Non-Current Liabilities</strong></td>
<td></td>
<td>25,971,573</td>
<td>25,586,052</td>
</tr>
<tr>
<td><strong>Total Liabilities</strong></td>
<td></td>
<td>34,372,363</td>
<td>36,901,771</td>
</tr>
<tr>
<td><strong>Net Assets</strong></td>
<td></td>
<td>541,273,638</td>
<td>525,139,513</td>
</tr>
<tr>
<td><strong>Represented by:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accumulated surplus</td>
<td></td>
<td>321,842,304</td>
<td>321,842,304</td>
</tr>
<tr>
<td>Reserves</td>
<td></td>
<td>203,486,721</td>
<td>203,297,209</td>
</tr>
<tr>
<td>Current year earnings</td>
<td></td>
<td>15,944,613</td>
<td>0</td>
</tr>
<tr>
<td><strong>Equity</strong></td>
<td></td>
<td>541,273,638</td>
<td>525,139,513</td>
</tr>
</tbody>
</table>
## 9.1 - Finance Report for April 2018 (cont’d)

### c. Capital Program summary

<table>
<thead>
<tr>
<th>Revenue / Expenditure</th>
<th>April 2018 YTD Actual</th>
<th>Full Year Revised Budget</th>
<th>Full Year Adopted Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenue</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Buildings</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Bridges</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>CBD</td>
<td>1,120,000</td>
<td>702,123</td>
<td>702,123</td>
</tr>
<tr>
<td>Drainage</td>
<td>27,500</td>
<td>27,500</td>
<td>0</td>
</tr>
<tr>
<td>Footpaths</td>
<td>0</td>
<td>0</td>
<td>110,000</td>
</tr>
<tr>
<td>Landscaping</td>
<td>3,800</td>
<td>25,000</td>
<td>25,000</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>8,000</td>
<td>8,000</td>
<td>0</td>
</tr>
<tr>
<td>Plant</td>
<td>97,335</td>
<td>100,000</td>
<td>100,000</td>
</tr>
<tr>
<td>Playgrounds</td>
<td>40,670</td>
<td>40,670</td>
<td>0</td>
</tr>
<tr>
<td>Recreation Reserves</td>
<td>286,340</td>
<td>1,208,132</td>
<td>1,083,000</td>
</tr>
<tr>
<td>Roads</td>
<td>767,500</td>
<td>862,212</td>
<td>430,000</td>
</tr>
<tr>
<td>Street Lighting</td>
<td>145,408</td>
<td>52,740</td>
<td>0</td>
</tr>
<tr>
<td>Traffic Management</td>
<td>11,842</td>
<td>244,763</td>
<td>210,000</td>
</tr>
<tr>
<td>Community Facilities</td>
<td>20,300</td>
<td>20,300</td>
<td>0</td>
</tr>
<tr>
<td>LOGIC</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Baranduda Industrial Estate</td>
<td>73,680</td>
<td>73,680</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total Revenue</strong></td>
<td>2,602,375</td>
<td>3,365,120</td>
<td>2,660,123</td>
</tr>
<tr>
<td><strong>Expenditure</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Building</td>
<td>1,356,586</td>
<td>2,960,656</td>
<td>2,190,000</td>
</tr>
<tr>
<td>Bridges</td>
<td>0</td>
<td>276,000</td>
<td>276,000</td>
</tr>
<tr>
<td>Car Parking</td>
<td>138,569</td>
<td>171,000</td>
<td>171,000</td>
</tr>
<tr>
<td>CBD</td>
<td>5,402,415</td>
<td>6,947,111</td>
<td>6,315,235</td>
</tr>
<tr>
<td>Drainage</td>
<td>47,932</td>
<td>219,759</td>
<td>72,000</td>
</tr>
<tr>
<td>Footpath</td>
<td>298,459</td>
<td>623,737</td>
<td>702,950</td>
</tr>
<tr>
<td>Gateway</td>
<td>341,399</td>
<td>499,068</td>
<td>0</td>
</tr>
<tr>
<td>I.T.</td>
<td>474,021</td>
<td>815,119</td>
<td>759,000</td>
</tr>
<tr>
<td>Kerb &amp; Channel</td>
<td>117,190</td>
<td>179,000</td>
<td>179,000</td>
</tr>
<tr>
<td>Landscaping</td>
<td>670,880</td>
<td>814,823</td>
<td>810,000</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>45,530</td>
<td>280,907</td>
<td>324,000</td>
</tr>
<tr>
<td>Plant</td>
<td>297,165</td>
<td>400,000</td>
<td>400,000</td>
</tr>
<tr>
<td>Playgrounds</td>
<td>459,503</td>
<td>638,624</td>
<td>422,000</td>
</tr>
<tr>
<td>Recreation Reserves</td>
<td>2,724,077</td>
<td>5,394,626</td>
<td>3,053,000</td>
</tr>
<tr>
<td>Roads</td>
<td>2,835,190</td>
<td>3,251,392</td>
<td>2,819,180</td>
</tr>
<tr>
<td>WSLC</td>
<td>72,103</td>
<td>350,000</td>
<td>350,000</td>
</tr>
<tr>
<td>Street Lighting</td>
<td>13,759</td>
<td>70,422</td>
<td>110,000</td>
</tr>
<tr>
<td>Traffic Management</td>
<td>61,877</td>
<td>700,439</td>
<td>524,500</td>
</tr>
<tr>
<td>Debt Servicing</td>
<td>1,106,661</td>
<td>1,676,307</td>
<td>1,566,128</td>
</tr>
<tr>
<td>Community Facilities</td>
<td>362,783</td>
<td>382,758</td>
<td>0</td>
</tr>
<tr>
<td>LOGIC</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Baranduda Industrial Estate</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total Expenditure</strong></td>
<td>16,826,100</td>
<td>26,651,748</td>
<td>21,043,993</td>
</tr>
</tbody>
</table>

**Note:**

a. Original budget as adopted in June 2017.
b. Includes approved 1st, 2nd and 3rd quarter and re-budget adjustments and unapproved 4th quarter adjustments.
## 9.1 - Finance Report for April 2018 (cont’d)

### d. Variance Explanations

<table>
<thead>
<tr>
<th>Note</th>
<th>Category</th>
<th>Explanation</th>
<th>Expected variance (P)ermanent (T)iming</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Operating program</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
| 1    | User Charges $445k | **Income – higher than budget:**  
• Fees General, $104k is held by The Cube in ticket clearing, $41k favourable due to increased Waste Transfer Station income.  
• Rent and Leases are $76k more than budget. Timing related - some rents/leases raised in advance for the full year.  
• Inspection fees are more than budget for Project & Design $77k and Building Services $90k. | P/T  
|      |                 |                                                                             | T                                     |
| 2    | Grants $159k    | **Income – higher than budget:**  
• Safer Communities grant for Alcohol Harm Reduction $107k received and is currently unbudgeted.  
• Civic Services $40k unbudgeted School Crossings program grant. | P  
|      |                 |                                                                             | P                                     |
| 3    | Other income $75k | **Income – higher than budget:**  
• Contributions $60k higher than budget, predominantly Projects and Design. | T                                     |
| 4    | Employee Costs $(932k) | **Expenditure – lower than budget:**  
• Salary and wages are $(536k) favourable to budget due to a number of temporarily vacant positions, People and Workplace $(58k), Strategic Asset Management $(43k) Street Litter $(52k), Youth Services $(44k), Communications $(33k) and Parks and Gardens $(35k), Funded Community Projects $(45k).  
• Travel and accommodation $(38k) less than budget, across most cost centres.  
• Staff development $(147k) less than budget due to a leadership program scheduled for the last quarter of 17/18.  
• Workcover claim costs are $(47k) less than budget. | P/T  
|      |                 |                                                                             | T                                     |
| 5    | Materials $(2,373k) | **Expenditure – lower than budget:**  
• Utilities are $(162k) less than budget. Timing of invoice processing, and some saving through LED lights.  
• Legal expenses are $(68k) less than budget.  
• Insurance is $(132k) less than budget, year-end wash up when invoices received.  
• Consultancies in Strategic Planning $(264k), Infrastructure Management $(23k), Directorate Business Services $(128k), Funded Community Projects $(34k) and Economic Development $(66k), Asset Management $(37k) less than budget year-to-date.  
• Marketing expense is $(77k) favourable to budget due to timing of invoice payments.  
• Contract payments $(380k) favourable to budget, $(159k) Projects and Design timing of invoices received, $(92k) Waste Management contractor charges, $(86k) Works through capitalisation of expenses. | P/T  
|      |                 |                                                                             | P/T                                   |
### 9.1 - Finance Report for April 2018 (cont’d)

#### Note: Category | Explanation | Expected variance
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Year to Date Actual v Year to Date Budget</td>
<td>(P)ermanent (T)iming</td>
</tr>
<tr>
<td></td>
<td>• Strategies &amp; Plans in Economic Development $(51k), Youth $(52k), Preschools $(52k), and Early Years Co-Ordination $(146k) less than budget year-to-date.</td>
<td>T</td>
</tr>
<tr>
<td></td>
<td>• Events and festivals is favourable for Events Program ($78k) and Arts Development ($76k) through timing of programming.</td>
<td>T</td>
</tr>
<tr>
<td></td>
<td>• Maintenance $(66k) favourable to budget predominantly due to timing of Bonegilla Migrant Experience remedial works.</td>
<td>T</td>
</tr>
<tr>
<td></td>
<td>• Materials $(119k) less than budget in Maternal and Child Health – increased funding allocation.</td>
<td>T</td>
</tr>
</tbody>
</table>

#### Balance sheet (differences with June 2017)

#### Note: Category | Explanation | Expected variance
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Year to Date Actual v June 2017</td>
<td>(P)ermanent (T)iming</td>
</tr>
<tr>
<td>6 Receivables $9.7m</td>
<td><strong>Current Assets – Higher than June 2017:</strong> The annual rates and fire service levy charges that were raised in August 2017 are received during the year.</td>
<td>T</td>
</tr>
<tr>
<td>7 Other Current Assets $(641k)</td>
<td><strong>Current Assets – Lower than June 2017:</strong> This reduction relates to the yearend prepayments adjustments booked at the end of June 2017 being expensed in 2017/18.</td>
<td>T</td>
</tr>
</tbody>
</table>
Ordinary meeting – May 14, 2018

Officers reports for noting

Business Services

9.1 - Finance Report for April 2018 (cont’d)

Graph 1 – Capital Works (expenditure only) compared to Budget and Prior Year
e. 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>24,435</td>
</tr>
<tr>
<td>Cash Held - Not Invested (Council &amp; WREN)</td>
<td>(98)</td>
</tr>
<tr>
<td>Cash as per Balance Sheet (Graph 2 below)</td>
<td>24,337</td>
</tr>
<tr>
<td>Cash as per Revised Budget (Graph 2 below)</td>
<td>15,450</td>
</tr>
</tbody>
</table>

Variance: 8,887

Variance comprises:
- Actual v Revised Budget YTD - Operating (excludes non-cash dep., asset sales) 4,087
- Actual v Revised Budget YTD - Capital 6,028
- Other (net movement in debtors/creditors/deposits etc.) (1,228)

Variance as above: 8,887

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>$ millions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Notional reserves and deposits (Table 5 below)</td>
<td>7.1</td>
</tr>
<tr>
<td>Grants received in advance of expenditure</td>
<td>0.2</td>
</tr>
<tr>
<td>Rates income received in advance of expenditure</td>
<td>-</td>
</tr>
<tr>
<td>Working capital</td>
<td>21.2</td>
</tr>
</tbody>
</table>

Cash commitments: 28.5
9.1 - Finance Report for April 2018 (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>MyState Bank-WREN</td>
<td>Bank</td>
<td>TD</td>
<td>23-11-17</td>
<td>22-05-18</td>
<td>2.60%</td>
<td>2,000,000</td>
<td>8%</td>
</tr>
<tr>
<td>ME Bank</td>
<td>Bank</td>
<td>TD</td>
<td>06-02-18</td>
<td>08-05-18</td>
<td>2.45%</td>
<td>2,000,000</td>
<td>8%</td>
</tr>
<tr>
<td>ME Bank</td>
<td>Bank</td>
<td>TD</td>
<td>29-11-17</td>
<td>29-05-18</td>
<td>2.55%</td>
<td>3,000,000</td>
<td>12%</td>
</tr>
<tr>
<td>ME Bank</td>
<td>Bank</td>
<td>TD</td>
<td>15-12-17</td>
<td>13-06-18</td>
<td>2.57%</td>
<td>2,000,000</td>
<td>8%</td>
</tr>
<tr>
<td>ME Bank</td>
<td>Bank</td>
<td>TD</td>
<td>15-01-18</td>
<td>16-07-18</td>
<td>2.60%</td>
<td>2,000,000</td>
<td>8%</td>
</tr>
<tr>
<td>Beyond Bank</td>
<td>Bank</td>
<td>TD</td>
<td>15-03-18</td>
<td>13-07-18</td>
<td>2.41%</td>
<td>2,000,000</td>
<td>8%</td>
</tr>
<tr>
<td>ME Bank</td>
<td>Bank</td>
<td>TD</td>
<td>12-02-18</td>
<td>11-08-18</td>
<td>2.55%</td>
<td>2,000,000</td>
<td>8%</td>
</tr>
<tr>
<td>Beyond Bank</td>
<td>Bank</td>
<td>TD</td>
<td>27-02-18</td>
<td>27-08-18</td>
<td>2.50%</td>
<td>3,000,000</td>
<td>12%</td>
</tr>
<tr>
<td>ME Bank</td>
<td>Bank</td>
<td>TD</td>
<td>17-04-18</td>
<td>16-10-18</td>
<td>2.70%</td>
<td>2,000,000</td>
<td>8%</td>
</tr>
<tr>
<td>Westpac</td>
<td>Bank</td>
<td>Maxi</td>
<td>At</td>
<td>Call</td>
<td>1.55%</td>
<td>4,435,000</td>
<td>18%</td>
</tr>
</tbody>
</table>

**Total Invested**

<p>| | | | | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>CASH HELD</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>24,435,000</td>
<td>100%</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Responsible Investments</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Investments</strong></td>
<td>82%</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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>11,087,379</td>
<td>49%</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>6,965,209</td>
<td>31%</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>4,637,245</td>
<td>20%</td>
</tr>
</tbody>
</table>

**Total Loans**

<p>| | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total</strong></td>
<td>22,689,833</td>
<td>100%</td>
<td></td>
</tr>
</tbody>
</table>
Table 5 - Notional reserves and provisions

<table>
<thead>
<tr>
<th>Categories</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td>Trust funds and deposits</td>
<td></td>
</tr>
<tr>
<td>Refundable roads/drains deposits</td>
<td>253,720</td>
</tr>
<tr>
<td>Refundable footpaths deposits</td>
<td>22,536</td>
</tr>
<tr>
<td>Refundable soil and water deposits</td>
<td>53,000</td>
</tr>
<tr>
<td>Road reserve permit deposits</td>
<td>112,710</td>
</tr>
<tr>
<td>Landscaping / VOMP deposits</td>
<td>328,234</td>
</tr>
<tr>
<td>Other refundable deposits</td>
<td>285,417</td>
</tr>
<tr>
<td><strong>Sub-total trust funds and deposits</strong></td>
<td><strong>1,055,616</strong></td>
</tr>
</tbody>
</table>

**Notional reserves**

<table>
<thead>
<tr>
<th>Description</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td>Environmental land (WREN)</td>
<td>1,668,726</td>
</tr>
<tr>
<td>Reserves for community facilities, open space, car parking, roads and drainage</td>
<td>1,652,168</td>
</tr>
<tr>
<td>Landfill provision</td>
<td>1,374,541</td>
</tr>
<tr>
<td>Defined Benefits Superannuation call reserve</td>
<td>1,300,000</td>
</tr>
<tr>
<td><strong>Total Reserves</strong></td>
<td><strong>7,051,051</strong></td>
</tr>
</tbody>
</table>

Graph 2 – Cash Held

![Cash Held Graph](image)
9.1 - Finance Report for April 2018 (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 Business Services - Narelle Klein
In providing this advice, I have no interests to disclose in this report.

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

Recommendation

That the finance report for April 2018 be received and noted.

Motion

Crs Tim Quilty / Kat Bennett

That the recommendation be adopted.  

Carried
9.2 - Planning report for April 2018

Between April 1 and April 30, 2018, the planning unit determined 28 planning permits under delegation. Significant applications considered include:

<table>
<thead>
<tr>
<th>Permit No</th>
<th>Use / Development</th>
<th>Site address</th>
</tr>
</thead>
<tbody>
<tr>
<td>130/2017/A</td>
<td>Use and development of a dwelling and ancillary outbuilding (shed) and variation to a Section 173 Agreement</td>
<td>101 Coyles Road, West Wodonga VIC 3690</td>
</tr>
<tr>
<td>5/2018</td>
<td>Use and development of a display home</td>
<td>20 Clarendon Avenue, Wodonga</td>
</tr>
<tr>
<td>11/2018</td>
<td>Use and development of a display home and to erect and display business identification of signage</td>
<td>9 Keysor Way, Wodonga</td>
</tr>
<tr>
<td>32/2018</td>
<td>Use the land as an indoor recreation facility (gymnastics/dance studio)</td>
<td>Unit 1, 4-6 Mint Street, Wodonga</td>
</tr>
<tr>
<td>37/2018</td>
<td>To erect and display four Promotion Signs</td>
<td>Ellen McDonald Drive, Baranduda</td>
</tr>
<tr>
<td>60/2018</td>
<td>Buildings and Works (Storage Shed) in the ACZ1</td>
<td>118 Hume Street, Wodonga</td>
</tr>
<tr>
<td>64/2018</td>
<td>Development of a dwelling in the BMO</td>
<td>4 Rafter St, Wodonga</td>
</tr>
</tbody>
</table>
Comparison of monthly permits/amendments issued for previous years

<table>
<thead>
<tr>
<th>Year</th>
<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>2013/2014</td>
<td>13</td>
<td>28</td>
<td>34</td>
<td>53</td>
<td>68</td>
<td>74</td>
<td>79</td>
<td>91</td>
<td>106</td>
<td>121</td>
<td>139</td>
<td>150</td>
</tr>
<tr>
<td>2014/2015</td>
<td>12</td>
<td>35</td>
<td>47</td>
<td>73</td>
<td>93</td>
<td>111</td>
<td>124</td>
<td>154</td>
<td>162</td>
<td>182</td>
<td>202</td>
<td>211</td>
</tr>
<tr>
<td>2015/2016</td>
<td>18</td>
<td>35</td>
<td>55</td>
<td>69</td>
<td>77</td>
<td>85</td>
<td>91</td>
<td>104</td>
<td>113</td>
<td>122</td>
<td>136</td>
<td>153</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>
<td>153</td>
</tr>
<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>146</td>
<td>174</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 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.
9.2 - Planning report for April 2018 (cont’d)

Subdivision Planner - Antonia Wiltjer
In providing this advice as the report author, I have no interests to disclose in this report.

**Recommendation**

That the planning report for April 2018 be received and noted.

**Motion**

Crs Kat Bennett / Danny Lowe

That the recommendation be adopted.  

*Carried*

**Conflict of interest disclosure**

*Prior to the commencement of item 9.2 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 7.29pm. Cr Mildren returned to the meeting room at 7.30pm after the resolution for item 9.2 was carried.*
9.3 - Building report for April 2018

The value of building permits issued in Wodonga from 1 April to 30 April 2018 was $11,278,527. 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>2018/172/Add</td>
<td>$176,938</td>
<td>Dwelling Extension, patio and verandah</td>
<td>8 Innisfree Drive West Wodonga</td>
</tr>
<tr>
<td>2018/80/Dwell</td>
<td>$273,984</td>
<td>Dwelling</td>
<td>17 Lexcen Street Baranduda</td>
</tr>
<tr>
<td>2018/157/Dwell</td>
<td>$259,062</td>
<td>Dwelling</td>
<td>38 Sargeant Street Killara</td>
</tr>
<tr>
<td>2018/158/Dwell</td>
<td>$345,700</td>
<td>Dwelling</td>
<td>12 Beech Street Wodonga</td>
</tr>
<tr>
<td>2018/166/Dwell</td>
<td>$274,325</td>
<td>Dwelling</td>
<td>8 Willett Drive Wodonga</td>
</tr>
<tr>
<td>2018/167/Dwell</td>
<td>$260,000</td>
<td>Dwelling</td>
<td>7 Lawry Street Wodonga</td>
</tr>
<tr>
<td>2018/169/Dwell</td>
<td>$238,675</td>
<td>Dwelling</td>
<td>49 Firmstone Road Leneva</td>
</tr>
<tr>
<td>2018/174/Dwell</td>
<td>$282,140</td>
<td>Dwelling</td>
<td>12 Easton Lane Leneva</td>
</tr>
<tr>
<td>2018/177/Dwell</td>
<td>$420,637</td>
<td>Dwelling</td>
<td>6 Rafter Street Baranduda</td>
</tr>
<tr>
<td>2018/184/Dwell</td>
<td>$224,370</td>
<td>Dwelling</td>
<td>64 Daintree Way West Wodonga</td>
</tr>
<tr>
<td>2018/185/Dwell</td>
<td>$265,205</td>
<td>Dwelling</td>
<td>13 Lowerson Way Wodonga</td>
</tr>
<tr>
<td>2018/186/Dwell</td>
<td>$223,695</td>
<td>Dwelling</td>
<td>37 Murray Way West Wodonga</td>
</tr>
<tr>
<td>2018/189/Dwell</td>
<td>$284,499</td>
<td>Dwelling</td>
<td>12 Mcdowell Street Wodonga</td>
</tr>
<tr>
<td>2018/190/Dwell</td>
<td>$295,314</td>
<td>Dwelling</td>
<td>7 Esposito Street Killara</td>
</tr>
<tr>
<td>2018/194/Dwell</td>
<td>$211,050</td>
<td>Dwelling</td>
<td>9 Sargeant Street Killara</td>
</tr>
<tr>
<td>2018/89/Pbscoa</td>
<td>$200,000</td>
<td>Alterations to office</td>
<td>58 Vermont Street Wodonga</td>
</tr>
<tr>
<td>2018/111/Pbscoa</td>
<td>$144,012</td>
<td>Office Fit Out</td>
<td>Unit1/83 Hume Street Wodonga</td>
</tr>
<tr>
<td>2018/121/Pbscom</td>
<td>$150,000</td>
<td>Retail Shop - Pop Bargain</td>
<td>Shop4/1-13 South Street Wodonga</td>
</tr>
<tr>
<td>2016/302/Pbsdwl</td>
<td>$240,000</td>
<td>Dwelling</td>
<td>13 Sage Court Baranduda</td>
</tr>
<tr>
<td>2016/319/Pbsdwl</td>
<td>$240,000</td>
<td>Dwelling</td>
<td>14 Sage Court Baranduda</td>
</tr>
<tr>
<td>2016/320/Pbsdwl</td>
<td>$240,000</td>
<td>Dwelling</td>
<td>12 Sage Court Baranduda</td>
</tr>
<tr>
<td>2016/321/Pbsdwl</td>
<td>$241,000</td>
<td>Dwelling</td>
<td>11 Sage Court Baranduda</td>
</tr>
<tr>
<td>2018/27/Pbsdwl</td>
<td>$280,300</td>
<td>Dwelling</td>
<td>7 Cromwell Road Leneva</td>
</tr>
<tr>
<td>2018/28/Pbsdwl</td>
<td>$220,000</td>
<td>Dwelling</td>
<td>5 Daphne Street Baranduda</td>
</tr>
<tr>
<td>2018/67/Pbsdwl</td>
<td>$194,130</td>
<td>Dwelling</td>
<td>20 Erlandsen Circuit Wodonga</td>
</tr>
<tr>
<td>2018/78/Pbsdwl</td>
<td>$298,000</td>
<td>Dwelling</td>
<td>9 Keysor Way Wodonga</td>
</tr>
<tr>
<td>2018/79/Pbsdwl</td>
<td>$380,000</td>
<td>Dwelling</td>
<td>11 Keysor Way Wodonga</td>
</tr>
<tr>
<td>2018/95/Pbsdwl</td>
<td>$362,780</td>
<td>Dwelling</td>
<td>8 Blackwood Avenue West Wodonga</td>
</tr>
<tr>
<td>2018/96/Pbsdwl</td>
<td>$244,000</td>
<td>Dwelling</td>
<td>5 Erlandsen Circuit Wodonga</td>
</tr>
<tr>
<td>2018/104/Pbsdwl</td>
<td>$317,155</td>
<td>Dwelling</td>
<td>20 Bertrand Street Baranduda</td>
</tr>
<tr>
<td>2018/108/Pbsdwl</td>
<td>$402,314</td>
<td>Dwelling</td>
<td>21 Mcswiney Court Leneva</td>
</tr>
</tbody>
</table>
9 - Officers reports for noting

9.3 - Building report for April 2018 (cont’d)

<table>
<thead>
<tr>
<th>Permit Number</th>
<th>Value</th>
<th>Type</th>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>2018/109/Pbsdwl</td>
<td>$220,000</td>
<td>Dwelling</td>
<td>16 Ponting Way Baranduda</td>
</tr>
<tr>
<td>2018/116/Pbsdwl</td>
<td>$160,000</td>
<td>Dwelling</td>
<td>9 Baldock Street Baranduda</td>
</tr>
<tr>
<td>2018/127/Pbsdwl</td>
<td>$422,840</td>
<td>Dwelling</td>
<td>1 Chester Circuit Huon Creek</td>
</tr>
<tr>
<td>2018/129/Pbsdwl</td>
<td>$220,000</td>
<td>Dwelling</td>
<td>6 Lilac Street Baranduda</td>
</tr>
<tr>
<td>2018/130/Pbsdwl</td>
<td>$220,000</td>
<td>Dwelling</td>
<td>5 Lilac Street Baranduda</td>
</tr>
<tr>
<td>2018/133/Pbsdwl</td>
<td>$221,000</td>
<td>Dwelling</td>
<td>12 Verbena Street Baranduda</td>
</tr>
<tr>
<td>2018/134/Pbsdwl</td>
<td>$206,000</td>
<td>Dwelling</td>
<td>14 Verbena Street Baranduda</td>
</tr>
<tr>
<td>2018/135/Pbsdwl</td>
<td>$206,000</td>
<td>Dwelling</td>
<td>16 Verbena Street Baranduda</td>
</tr>
<tr>
<td>2018/136/Pbsdwl</td>
<td>$418,060</td>
<td>Dwelling</td>
<td>35 Woodbridge Street Killara</td>
</tr>
<tr>
<td>2018/137/Pbsdwl</td>
<td>$270,587</td>
<td>Dwelling</td>
<td>26 Blackwood Avenue West Wodonga</td>
</tr>
<tr>
<td>2018/119/Pbsind</td>
<td>$100,000</td>
<td>Warehouse</td>
<td>26 Muller Street Baranduda</td>
</tr>
</tbody>
</table>

Building Activity

- Total number of building permits issued in Wodonga: 72 (83)
- Total number of dwellings approved in Wodonga (Dwellings & Units): 37/0 (44/0)
- Total number of permits relating to commercial & industrial works in Wodonga: 5 (6)
- Percentage of work approved by Council: 50.00% (50.60%)
- Number of permits approved outside Wodonga – Victoria **: 9 (8)
- Number of permits approved outside Wodonga – NSW ##: 9 (6)

*** Registered Building Practitioner, Registration No: BS-U 1369

# Accredited Certifier, Registration No: BPB 0368
Building Professionals Board, Sydney
9.3 - Building report for April 2018 (cont’d)

**Building Permit Values - Cumulative**

- **Value $M**
  - JAN: 0
  - FEB: 0
  - MAR: 0
  - APR: 0
  - MAY: 0
  - JUN: 0
  - JUL: 0
  - AUG: 0
  - SEP: 0
  - OCT: 0
  - NOV: 0
  - DEC: 0

- **Years:**
  - 2016
  - 2017
  - 2018

**Building Permit Numbers - Cumulative**

- **Permits**
  - JAN: 0
  - FEB: 0
  - MAR: 0
  - APR: 0
  - MAY: 0
  - JUN: 0
  - JUL: 0
  - AUG: 0
  - SEP: 0
  - OCT: 0
  - NOV: 0
  - DEC: 0

- **Years:**
  - 2016
  - 2017
  - 2018

**Attachments**

Nil

**Tabled papers**

Nil
Ordinary meeting – May 14, 2018

9.3 - Building report for April 2018 (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.

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.

Building Administrative Officer - Vicki Teschner
In providing this advice as the report author, I have no interests to disclose in this report.

Building Administrative Officer - Emma Sharp
In providing this advice as the report author, I have no interests to disclose in this report.

Recommendation

That the building report for April 2018 be received and noted.

Motion

Crs John Watson / Tim Quilty
That the recommendation be adopted. Carried

Conflict of interest disclosure

Prior to the commencement of item 9.3 Cr Hall disclosed a conflict of interest in that item, the details of which are recorded in these minutes at item 5.

Cr Hall left the meeting at 7.30pm. Cr Hall returned to the meeting room at 7.32pm after the resolution for item 9.3 was carried.
## 9.4 - Competitive Services Report for April 2018

<table>
<thead>
<tr>
<th>Description</th>
<th>April</th>
<th>YTD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quotation / tenders issued</td>
<td>17</td>
<td>132</td>
</tr>
<tr>
<td>Contracts awarded to local suppliers</td>
<td>6</td>
<td>108</td>
</tr>
<tr>
<td>Value of contracts awarded</td>
<td>$5,153,364.86</td>
<td>$22,799,894.73</td>
</tr>
</tbody>
</table>

### Tenders advertised / quotations issued

- **W1260-18**: 2018-19 Insurance Renewal
- **W1285-18**: Provision of path defects and condition survey
- **W1288-18Q**: Provision of chain mesh fencing and gates for new Baranduda reserve cricket nets
- **W1289-18Q**: Provision of concrete and drainage for new Baranduda reserve cricket nets
- **W1290-18Q**: Provision of synthetic turf and soft nets for new Baranduda reserve cricket nets
- **W1301-18**: High Street South Landscape Works - Supply of Pavers
- **W1303-18Q**: High Street South Landscape Works - Supply of Plant Materials
- **W1311-18Q**: Designs and Installation Photovoltaic Systems (Solar Systems)
- **W1313-18**: Provision of Project Management and Project Superintendent Services - High Street (South)
- **W1328-18Q**: Refurbishment of Senior Citizens Centre- All metal cladding, roofing, sarking, fascia gutters and downpipes
- **W1329-18Q**: Refurbishment of Senior Citizens Centre- Carpentry, windows, doors, internal lining, insulations, FC lining and glazing works
- **W1330-18Q**: Refurbishment of Senior Citizens Centre- Mechanical services
- **W1331-18Q**: Refurbishment of Senior Citizens Centre- Cement rendering works
- **W1332-18Q**: Refurbishment of Senior Citizens Centre- Painting works
- **W1333-18**: Supply and delivery of one truck 14,000 GVM 20,000 GCM with attached tipping body

### Tenders / quotations under evaluation

- **W1196-17Q**: Supply, delivery & installation of playground equipment at Belvoir Park
- **W1240-18**: Operation of the re-use retail shop at the Wodonga Waste Transfer Station
- **W1244-18**: Energy Procurement Australia Tender 2106/0634
- **W1248-18**: Reconstruction of High Street between Lawrence Street and Elgin Boulevard - Civil Works
- **W1269-18Q**: Wodonga Council Website Development
- **W1272-18Q**: Wodonga Sports & Leisure Centre, LED Lighting
- **W1273-18Q**: Wodonga Playground renewals civil and landscaping works
- **W1278-18**: Reconstruction of High Street between Lawrence Street and Elgin Boulevard - Landscape Works
- **W1292-18Q**: Supply of Small Plant and Machinery
- **W1293-18Q**: Panel of providers for the provision of Road Maintenance Services
## 9.4 - Competitive Services Report for April 2018 (cont’d)

<table>
<thead>
<tr>
<th>Contract Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>W1315-18</td>
<td>Fabrication and delivery of 5 bus shelters</td>
</tr>
<tr>
<td>W1319-18Q</td>
<td>Construction of pram crossing</td>
</tr>
</tbody>
</table>

### Contracts awarded

<table>
<thead>
<tr>
<th>Contract Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>W1038-17Q</td>
<td>Supply and delivery and installation of a solar compaction bin(s)</td>
</tr>
<tr>
<td>W1224-17</td>
<td>Management and operation of Wodonga and Albury Aquatics Facilities</td>
</tr>
<tr>
<td>W1254-18</td>
<td>Fabrication and installation of covered shelter at Felltimber preschool</td>
</tr>
<tr>
<td>W1265-18Q</td>
<td>Wodonga Sports and Leisure Centre changeroom Refurbishment - Joinery</td>
</tr>
<tr>
<td>W1271-18Q</td>
<td>Wodonga Sports &amp; Leisure Centre, MSB Modifications and PFC equipment</td>
</tr>
<tr>
<td>W1274-18</td>
<td>Supply &amp; installation of pedestrian operated traffic signals on Melrose Drive south of Lawrence Street</td>
</tr>
<tr>
<td>W1275-18Q</td>
<td>Construction of kerbing and associated works in Melrose Drive for pedestrian operated traffic signals</td>
</tr>
<tr>
<td>W1291-18Q</td>
<td>Signage audit 2018</td>
</tr>
<tr>
<td>W1324-18Q</td>
<td>Installation of pedestrian countdown timers at High St &amp; Elgin Blvd, Wodonga traffic signals</td>
</tr>
</tbody>
</table>

### Contracts not awarded

<table>
<thead>
<tr>
<th>Contract Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>W1220-17Q</td>
<td>Feasibility Study Outdoor Operations Works Depot (new tender)</td>
</tr>
</tbody>
</table>
9.4 - Competitive Services Report for April 2018 (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 Business Services - Narelle Klein
In providing this advice, I have no interests to disclose in this report.

Manager Governance and Customer Focus - Spencer Rich
In providing this advice, I have no interests to disclose in this report.

Contracts Administrator - Peter Whitmarsh
In providing this advice as the report author, I have no interests to disclose in this report.

Contracts Officer - Melanie Holschier
In providing this advice as the report author, I have no interests to disclose in this report.

Recommendation

That the *Competitive Services Report for April 2018* be received and noted.

Motion

Crs Kat Bennett / John Watson

That the recommendation be adopted.

Carried
9.5 - Quarterly Council Plan progress report

Purpose of report

The purpose of this report is to present the March 2018 Quarterly Council Plan progress report.

Background

The tabled report provides detailed reporting on the performance against the council plan actions.

The provision of this report is in accordance with the council’s legislative responsibilities under sections 137 and 138 of the Local Government Act 1989.

The information included in the quarterly report allows for an assessment of the council’s performance across a range of indices, concluding at the end of the year with the annual report.

Attachments

Nil

Tabled papers

The following documents will be tabled at the meeting:


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 Business Services - Narelle Klein
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 March 2018 Quarterly Council Plan Progress Report, as tabled, be received and noted.

Motion

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

Carried
Purpose of report

The purpose of this report is to provide councillors with an update on the transition to the National Disability Insurance Scheme (NDIS) in Wodonga and respond to Councillors request for more information on the impact on the Wodonga municipality.

1. Background and Context

1.1 Local Government Policy Context

The Disability Act 2006 requires all local governments to prepare a Disability Action Plan. A disability action plan is a strategic planning document that aims to make communities more inclusive and accessible for people with a disability.

As permissible under the act, Wodonga council’s disability action plan is integrated in Council’s adopted Safety, Inclusion and Equity Strategy (SIES) 2016/2017-2021/2022.

1.2 Councils Role

Council plays a limited role in NDIS transition and implementation. However, in understanding our role as a community leader and advocate, we continually work with community and local service providers to identify and understand issues and opportunities under the NDIS.

1.3 Disability in Wodonga

Local services estimate that 7,280 people in Wodonga have some type of disability. Most common types of disability include; psychosocial, physical, intellectual, dyslexia, hearing loss and vision impairment.

1.4 The NDIS

The NDIS is an insurance based scheme designed to provide support for Australians with a permanent and significant disability. It constitutes a major social and economic reform of disability services and support in Australia, with major positive implications for workforce participation, productivity and efficiencies in public expenditure.

People who meet NDIS eligibility requirements are called participants. Participants receive individual plans and allocated funding to meet disability related support needs. The NDIS funds ‘reasonable’ and ‘necessary’ support, related to a person’s disability, to ‘assist participants pursue goals, increase independence and participate in community life’.

The NDIS has two components:

- Individual plans;
- Information, Linkages and Capacity building (ILC).
ILC, does not provide funding to individuals. ILC activities seek to improve support for people with disability who are not expected to become participants of the NDIS, building the capacity of mainstream services and raising awareness about the need to make communities, services and facilities more accessible and inclusive for people with disability.

1.5 Financial context

After Medicare, the NDIS is the biggest government funded program.

In 2019-20, the first year after the full national rollout, The Australian Government will provide $11.7 billion of funding to the NDIS. This is 53 per cent of the $22.2 billion total cost of running the NDIS, with the States and Territories providing the remaining funding.

Under The Council of Australian Governments commitments and the NDIS Intergovernmental Agreement, state governments have agreed to provide continuity of support arrangements (COS). COS ensures that people currently accessing state-administered services, that do not meet NDIS eligibility requirements, continue to receive support consistent with their current arrangements.

ILC funding is $700 million annually. Local area coordinators receive $550 million of this allocation. The remainder of ILC funding is provided to organisations through National and Jurisdictional ILC grants.

2. NDIS Transition in Wodonga

2.1 NDIS transition: local system structure

Responsibility for delivering the NDIS lies with the National Disability Insurance Agency (NDIA), the independent statutory agency established by the Commonwealth for the sole purpose of preparing for, and executing, the implementation of the NDIS. The NDIA office for Vic North East is located in Albury.

Local Area Coordinators (LAC’s) support participant’s transition, by linking participants to the NDIS, developing plans and carrying out ILC activities. Latrobe Community Health Service provide LAC services for the NDIS in Wodonga.

Early Childhood Early Intervention partners (ECEI) support participants six years of age and under transitioning to the NDIS by linking participants to the NDIS, developing plans and carrying out ILC activities. Merri Health provides ECEI services in Wodonga.

NDIS participants may choose to have an agency managed fund, a self-managed fund or a support co-ordinated fund. There are several organisations that offer plan management and support coordination in Wodonga, including Community Accessibility and Connexions.
9.6 - The National Disability Insurance Scheme: Transition and Implications (cont’d)

If a person wishes to dispute the eligibility or their NDIS plan, they can apply to the Administrative Appeals Tribunal (AAT) to conduct an external merits review. This is an independent assessment of the NDIA’s decision. The Regional Disability Advocacy Information Service (RDAS), located in Wodonga, are assisting people with this service in the Murray region of North East Victoria. RDAS also offer support to people requiring assistance to attend planning meetings and understand their plans.

2.2 Transition in Wodonga

The NDIS became available in Wodonga on October 1, 2017. Since the roll out:

- 169 children six years and under have entered the scheme;
- 450 people seven years and over have entered the scheme (619 in total);
- RDAS have assisted 18 people attend their planning meetings and understanding their plans;
- RDAS have not been required to assist any Wodonga participants appeal their NDIS plan.

It is estimated that up to 3,170 people will enter the scheme in Wodonga. This figure is lower than total amount of people with disability in Wodonga, as a person may: not require formal support, not be eligible for the NDIS (e.g. over 65 years of ages, not an Australian resident, non-permanent disability) or receive supports funded through other sources (including private and COS packages).

3. Impact and Implications of the NDIS

3.1 State Wide Economic and Employment Impact

The NDIS has direct economic impacts on mainstream and disability service providers. In Victoria, the NDIS will:

- Support between 6,800 and 10,800 people with disability find work;
- Support approximately 8,300 cares return to the workforce;
- Create an employment boom with 15,000-19,000 job created;
- Create new jobs in the disability service sector; and
- Add up to $5.4B annually to Victoria Gross State Product.

Whilst the NDIS is broadly stimulating large scale economic growth and job creation, the disability services industry (nationwide) is experiencing instability due to new demands and an increasingly competitive marketplace.

3.2 Widespread Implications for Disability Service Providers

3.2.1 Transition from block funding to individual funding: Prior to the NDIS disability services were funded through disability block funding arrangements.
These arrangements were structured such that disability service providers would receive funding which was adequate to cover their total cost of service provision. The individualised funding model has shifted services toward a new business model, where services are now required to calculate their true costs of service delivery, which is to be charged from the person’s funding package. Wider community activities that cannot be individually billed are being dropped, unless funded from other sources, such as ILC and COS arrangements.

3.2.2 Competitive marketplace: The NDIS’s aspiration of providing user choice and control represents considerable challenges to disability service providers. Under the NDIS, the onus is on the person with disability to purchase goods in the market that best meets their needs. In this case, we are seeing many people with disabilities move away from traditional disability services towards mainstream services in the community e.g. prior to the NDIS a child may have attended a dance class for children with a disabilities, funded by state disability funding. Under the NDIS the child is able to use their NDIS funding to attend any dance school, with other children that may or may not have a disability. This example demonstrates the positive impact for the participant and mainstream business and the challenge for disability providers.

3.2.3 Cash Flow and Capital Requirements: The competitive market, also means service providers are being required to spend more money on marketing to meet the challenge. Individualised funding and person-centered care is also administratively more expensive. Many services do not have the capital to meet these challenges and the government reportedly, has not providing sufficient funding to support the industry reconstruct.

3.2.4 Professional Development and Recruitment: Disability services are also struggling to meet the economic demands of professional development and recruitment, resulting in significant loss in assets and experienced staff in the sector.

3.2.5 Casualisation of the workforce: The new demands are also increasing casualisation of the disability workforce. Because participants are often requesting short periods of support, difficulties arise with rostering. Employing workers on a casual basis is also helping providers manage some of the risks associated with the NDIS.

3.2.6 Underpricing: All services are priced under the NDIS price guide. Underpricing of certain services set by the NDIA is an issue for the service industry. Transport, mental health services, group activities and services for people with complex needs are reportedly underpriced; creating service gaps for clients, often with the highest support needs.

Considering these challenges, organisations are being forced to decide if they can continue to operate under the new model. In trial sites which have been going for several years, the evidence suggests that two out of five have a negative cash position. Because funding is retrospective, organisations require sufficient capital to
operate until money is paid out by the NDIA. Moreover, trial sites have shown that about 30% of participants have changed providers. This turnover means providers are relying more on casual staff in light of variable incomes, with significant ramifications on the workforce and service quality.

3.3 Implications for Local Disability Service Providers

3.3.1 Services terminating, not registering or merging

Prior to NDIS roll out, DHHS provided funding to 35 disability service providers in the Ovens and Murray (O & M). Since transition, only 15 disability service providers, 5 of which are new, have registered for the NDIS in the O & M, (correct 30/1/18).

In Wodonga and surrounds, many disability service providers have merged, closed or not registered as a provider. Significant service changes include:

- **Disability Attendant Support Services Inc.**: Previously provided respite, rehabilitation, home care and personal care: have closed.
- **The Tipping Foundation**: Previously provided advocacy and peer support, entertainment, support coordination, family and carer support, cleaning and other assistance: have closed.
- **Upper Murray Family Care**: Previously provided family and carer respite, support coordination and a range of day and holiday programs: did not register as an NDIS provider.
- **AWARE industries and Albury Wodonga Community College**: Provide employment and training opportunities: have merged.
- **Kalianna and Kirinari**: Provide transport services, individual support and supported employment: have merged.
- **Coorinda Family Support and Aspire**: Provide child and family services support, carer support and respite: have merged.

Emerging local gaps

A local disability service provision gaps analysis has not been undertaken in Wodonga (cost for similar analyses approx. $30,000). This would not be recommended at this time as the market is still stabilising. Anecdotal evidence does however provide local insight and suggests market thinning in:

- Childhood psychology services (1 NDIS registered psychologist for Ovens and Murray region);
- Short term specialist accommodation;
- Family and carer respite services and programs;
- Family advocacy services; and
- Early childhood specialist services.
3.3.2 Local economic growth and job creation

Services that have rapidly responded, adapted and innovated under the NDIS are experiencing rapid growth, with many even struggling to meet recruitment and consumer demands. There are also new businesses in the market, created to meet new consumer demands. In Wodonga:

- **Community accessibility**: Provides a full suite of services: is rapidly expanding (have increased from 5 staff to 40 (mainly casual));
- **Icaria Health (new business)**: Provide mobile allied health services: currently employ 12 allied health staff (all mobile);
- **Connexions (new business)**: Provide support coordination and personalised services: employ 4 staff;
- **Gateway Health**: Provide a range of individualised supports and support coordination. Have recruited 15 new staff as a result of the NDIS; and
- **Albury Wodonga Health**: Provide allied health services under the NDIS: recently registered provider.

Since participants are able to access mainstream services, broader economic stimulus and growth is probable.

It is imperative that mainstream businesses are market ready (accessible and inclusive to people with a disability) so that Wodonga is able to benefit from the anticipated economic stimulus and growth under the NDIS.

3.4 Implications for Participants, Families, Carers and Community

The NDIS represents a significant change for people with disability, their families and carers. Therefore, transition to the NDIS for many, has caused apprehension, angst and uncertainty.

Moreover, for many participants, there are issues understanding and implementing NDIS plans. This is largely due to inconsistent and limited information, inconsistencies in fund allocation and unclear language. For vulnerable population groups, including; people with psychosocial disability, complex needs, aboriginal people and people from culturally and linguistically diverse backgrounds, these issues are amplified.

Whilst these challenges are real, there is also a myriad of positive outcomes for participants, their families, their carers and the broader community; the NDIS:

3.4.1 Promotes community inclusivity and connection

The NDIS professes to be in line with the social model of disability and is stated as being the “type of model, which will make a positive contribution to Australia's productivity”. Specifically, the NDIA states that one of its key components is that “a person with a disability becomes the consumer in the public market place”, this is a long way from the previous models of disability, whereby people with a
disability have been institutionalised and segregated from community activities and services.

3.4.2 Benefits for families and carers

Carers Victoria supports the introduction of the NDIS and has publicly acknowledged that it is already benefiting families and carers. Benefits for carers include:

- Significant improvements in the amount, quality and flexibility of support for the NDIS participant;
- Flow on benefits for the carer, including reduced stress, ability to return to work and financial benefits; and
- Some funded supports directly supporting the caring role e.g. domestic assistance and respite.

3.4.3 Benefits for participants

The NDIS presents an unprecedented opportunity for participants to receive the support they need to reach their goals and participate in their communities. Benefits for participants include:

- Access to more funding: federal funding doubles under the NDIS, meaning participants can access more support than ever before;
- Improved services: a competitive marketplace, is boosting the quality and responsiveness of service provision;
- Person centred care: plans are based on people’s life goals and what support is needed to reach these; and
- Access to mainstream services: promotes social inclusion provides consumers with choice and control.

4. Conclusion

The NDIS has been described as the most significant social and economic reform since Medicare was introduced. It stands to reason, that there are significant challenges faced with its rollout.

For participants, families and carers, the NDIS has brought great uncertainty and apprehension. Many struggle to navigate a complex and continually evolving system.

For service providers, the NDIS has placed new demands, as this business model is administratively more expensive and requires a significant capital. In the Ovens and Murray 25 services previously funded by DHHS have not registered under the NDIS. Significant losses in Wodonga include UMFC, DASSI and the Tipping Foundation.

Others businesses are rapidly adapting, innovating and creating new sustainable services which will service people with a disability into the future.
For mainstream business, the impact is significant. The NDIS is predicted to create new jobs and stimulate an additional $5.4B annually to Victoria Gross State Product. To reap these benefits in Wodonga, it is imperative that local businesses are accessible and inclusive to people with a disability.

The NDIS is a catalyst for a major paradigm shift to person-centred approach, whereby the person with disability is at the centre of service planning and delivery; commonly referred to as ‘self-determination’ this model recognises people with disability as active community participants and decision makers in their own lives and their communities.

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.

Manager Culture and Tourism - Simone Hogg
In providing this advice, I have no interests to disclose in this report.

Manager Community Planning and Well-Being - Claire Taylor
In providing this advice as the report author, I have no interests to disclose in this report.

Recommendation

That the National Disability Insurance Scheme: Transition and Implications report be received and noted.

Motion

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

Carried
9.6 - The National Disability Insurance Scheme: Transition and Implications (cont’d)

Additional notes:

- The parameters of the NDIS, including who is eligible to access it, are set out in the National Disability Insurance Scheme Act 2013 available at: https://www.legislation.gov.au/Details/C2013A00020

References:

- NDIS: Where will the cash come from: http://www.abc.net.au/news/2017-02-15/ndis-funding-explainer/8271996
- Key issues arising from the NDIS: https://disabilityemployment.org.au/file/51825a2cf29a58f96e05c05be4dd606db74d8354/dea-ndis-discussion-paper-and-proposals-for-trials-final-271112.pdf
10.1 - Status report on council meeting resolutions

The attached report provides an update on the status of council resolutions from previous meetings.

Attachments

The following documents are attached to this report:
- Attachment A: Status report on council meeting resolutions

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 Business Services - Narelle Klein
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.

This report is for information only.
## Status report on council meeting resolutions – May 2018

### Item 10.1 - Attachment A

#### Havelock St Valuation (18/01/2016)

**Resolution**

That:
1. The land identified as Precinct 3, Havelock Street Extension, Wodonga Victoria, 3690 (VicRoads Edition 9 Maps 653 OS) be purchased at valuation; and
2. The CEO be authorised to sign on the council’s behalf any documents that are required to be signed in connection with the purchase of the land.

**Status**

Invoice paid, awaiting finalisation of land titles.

#### Development options for the old Wodonga Saleyards and adjoining industrial land (18/04/2016)

**Resolution**

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.

**Status**

The Expression of Interest processed has commenced.

#### Recreational Vehicle and Caravan Parking Study (21/08/2017)

**Resolution**

That:
1. Long vehicle parking signage in the CBD be improved;
2. Parking bays and limits for recreational vehicles and caravans be reviewed;
3. Recreational vehicle overnight car parking not be provided on council owned land in the CBD;
4. Regional and local tourism and visitation trends continue to be monitored; and
5. The council liaise with Murray Tourism Board to look at a regional approach to recreational vehicle parking, including data availability.

**Status**

The RV Car Park is to be addressed in the Car Parking Study presently out for public comment.

#### 115 Kinchington Road - request to vary section 173 agreement (20/11/2017)

1. It is recommended that the following clauses within the existing section 173 agreement for 115 Kinchington Road be changed/reworded to suit:
   - 7.1 Bears Hill Reserve
   - 7.2 Public Open Space
2. It is recommended that the following clauses within the existing section 173 agreement for 115 Kinchington Road be removed:
   - 7.4.1 Roundabout at the intersection of Beechworth Road and Yarralumla Drive/Streets Road
   - 7.4.3 Extension of Yarralumla Drive from Huon Creek Road to Beechworth Road
   - 7.5 Drainage
   - 7.8 Site Master Plan
3. It is recommended that the following clauses within the existing section 173 agreement for 115 Kinchington Road not be removed or changed as sought:
   - 7.3.3 Development Contributions
   - 7.4.2 Duplication of Beechworth Road from the intersection of Yarralumla Drive to Huon Creek Road
   - 7.6 Playing Fields
   - 7.7 Community Facilities
4. That the property owners of 115 Kinchington Road be advised of council’s decision and a Deed of Variation entered into; and
5. A report be brought to a future council meeting regarding any similar section 173 agreements which may be impacted by this decision.

**Status**

Deed of variation to be drafted.

#### Amendment C105 Wodonga Planning Scheme, Environmental Significance
### Status report on council meeting resolutions – May 2018

<table>
<thead>
<tr>
<th>Item</th>
<th>Resolution</th>
<th>Status</th>
</tr>
</thead>
</table>
| Overlay on land surrounding West Wodonga and Baranduda Waste Water Treatment Plants (22/01/2018) | That:  
1. Having considered the Planning Panel’s report under Sect 27(1) of the *Planning and Environment Act* 1987, Wodonga Planning Scheme Amendment C105, incorporating the Planning Panel recommendations, be adopted under Section 29 of the Act, with additional consequential changes to the MSS in accordance with the Planning Panel recommendations; and  
2. Officers be authorised to complete and submit the documentation required to seek the formal approval of Amendment C105 to the Minister for Planning under Section 31 of the Act. | Approved 3 May 2018. Completed. |
| Wodonga Hills Advisory Group (19/02/2018) | That the:  
1. Wodonga Hills Advisory Group advertisement;  
2. Wodonga Hills Advisory Group Application;  
3. Wodonga Hills Advisory Group Terms of Reference; and  
| Energy Procurement Australia 2106/0634 Retail Electricity, Natural Gas and Associated Services (W1244-18) (19/02/2018) | That the awarding of the contract, Energy Procurement Australia Tender 2106/0634 Retail Electricity, Natural Gas and Associated Services for the period commencing July 1, 2018 and concluding June 30, 2021 be delegated to the CEO. | Approval process for Procurement Australia Energy tender now in place. |
| Wodonga Planning Scheme Amendment C121 - Leneva - Baranduda Precinct Structure Plan and Development Contributions Plan (19/02/2018) | 1. That in accordance with Section 23(1) of the *Planning and Environment Act* 1987, having considered the submissions received in respect to amendment C121 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 planning panel. | Hearing dates have been set. In progress. |
| Proposed sale of Council land - 35 Huon Creek Road (19/02/2018) | That:  
1. In accordance with sections 189 and 223 of the *Local Government Act 1989* (the Act) public notice be given of the council’s intention to sell the parcel of land abutting 35 Huon Creek Road, being part of a public reserve (lot 1, PS317133) and comprising an area of 256m², (refer tabled document A) to the owners of 35 Huon Creek Road for an amount of $33,000 plus GST.  
2. The public notice stipulate that persons may make a submission on the proposed land sale in accordance with section 223 of the Act and that written submissions must be received within 28 days of publication of the notice.  
3. The Chief Executive Officer (CEO) 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.  
4. That if submissions are received under section 223 of the Act:  
   a. A special meeting of the council be convened to hear from any person or persons who request to be heard in support of a section 223 written submission, the meeting to be held in March 2018 on a date to be |
Ordinary meeting – May 14, 2018

10 - Officers reports for information

Item 10.1 - Attachment A

Status report on council meeting resolutions – May 2018

<table>
<thead>
<tr>
<th>Item</th>
<th>Draft Wodonga CBA Car Parking Plan for community consultation (19/02/2018)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Resolution</td>
<td>That the Draft Wodonga CBA Car Parking Plan be endorsed for public exhibition for a period of four weeks with a further report to be submitted to council for consideration.</td>
</tr>
<tr>
<td>Status</td>
<td>The further report is included with this agenda. Completed.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Item</th>
<th>Park Names (19/03/2018)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Resolution</td>
<td>That: 1. Public notice be given of the council’s intention to put to public comment the proposed naming of 11 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 at least 28 days after the publication of the notice. 3. If submissions are received these be referred to the Place Names Committee for consideration and a report back to council. 4. If no submissions are received within the prescribed period, the proposed recommendations be adopted without further resolution of the council, and advice forwarded to the Registrar of Geographic Names to undertake the gazettal procedure.</td>
</tr>
<tr>
<td>Status</td>
<td>Advertised on 31 March. In progress.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Item</th>
<th>Wodonga Recreation Facilities Governance Review (19/03/2018)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Resolution</td>
<td>That a six week public engagement process for the draft Wodonga Recreation Facilities Governance Review Report be undertaken with a further report on the results of the engagement process to be presented to a future ordinary council meeting.</td>
</tr>
<tr>
<td>Status</td>
<td>Advertised on 24 March. In progress.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Item</th>
<th>Parkland Tennis Centre - Proposal to redevelop courts at Birallee Park (19/03/2018)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Resolution</td>
<td>That the Parkland Tennis Club proposal to redevelop the Birallee Park Tennis courts be supported with a financial contribution of $5,000 subject to: 1. Four courts being available for free public access; 2. Successful funding from Tennis Australia; and 3. Commitment of Parkland Tennis Club for ongoing maintenance of the courts.</td>
</tr>
<tr>
<td>Status</td>
<td>Met with club to discuss specifics of resolution. Awaiting outcomes of funding submission.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Item</th>
<th>Baranduda Fields Master Plan (19/03/2018)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Resolution</td>
<td>That a public engagement process for the draft Baranduda Fields Master Plan be undertaken with a further report on the results of the engagement process to be presented to a future ordinary council meeting.</td>
</tr>
<tr>
<td>Status report on council meeting resolutions – May 2018</td>
<td></td>
</tr>
<tr>
<td>-----------------------------------------------------</td>
<td></td>
</tr>
<tr>
<td><strong>Item</strong> Draft Wodonga Industrial Lands Strategy (19/03/2018)</td>
<td></td>
</tr>
<tr>
<td><strong>Resolution</strong> That the <em>Draft Wodonga Industrial Lands Strategy</em> be endorsed for public exhibition for a period of four weeks with a further report to be submitted to the council for consideration.</td>
<td></td>
</tr>
<tr>
<td><strong>Status</strong> Exhibition closed. In progress.</td>
<td></td>
</tr>
</tbody>
</table>

| Item Ending of a Section 173 Agreement - Lot 5, Kiewa Valley Highway (19/03/2018) |
| Resolution That: |
| 1. The decision made at the Council meeting held on 15 September 2014 which resolved that the Council did not to consent to the amendment of the section 173 over Lot 5, Kiewa Valley Highway be rescinded; |
| 2. Council support the proposed ending of the section 173 agreement (AG260703M) entered into between the Wodonga City Council (WCC) and the erstwhile Albury Wodonga Corporation (AWDC) in December 2008; |
| 3. Council officers notify all other parties to the agreement of the proposal to end it and seek feedback on the proposal; and |
| 4. If no objections are made to the proposal, that the section 173 agreement covering Lot 5, Kiewa Valley Highway, be ended and that the Registrar of Titles be notified. |
| **Status** Notification has been completed with no objections received. To be progressed as per resolution. Completed. |

| Item Road Names - Central Place (16/04/2018) |
| Resolution That: |
| 1. Bond Street Wodonga be renamed Jack Hore Way as described in this report and recommended by the Place Names Advisory Committee; and |
| 2. Advice be forwarded to the Registrar of Geographic Names to undertake the gazetted procedure. |
| **Status** Advice forwarded to the Registrar. In progress. |

| Item Wodonga Gold Cup (16/04/2018) |
| Resolution That: |
| 1. Racing Wodonga be advised of the council’s support for a three year extension of the Wodonga Gold Cup Public Holiday until 2021; and |
| 2. A request be made that the Minister declare that: |
| a. November 5, 2019, November 3, 2020 and November 2, 2021 are not public holidays in the municipal district of Wodonga City; and |
| b. November 29, 2019, November 27, 2020 and November 26, 2021 are appointed as public holidays in the municipal district of Wodonga City to coincide with the Wodonga Gold Cup |
| **Status** Letter sent to the Minister. In progress. |

| Item Review of the Instruments of Delegation (16/04/2018) |
| Resolution That: |
| 1. In the exercise of the powers conferred by section 98(1) of the *Local Government Act 1989* (the Act) and the other legislation referred to in the *Instrument of Delegation to the Chief Executive Officer*, as tabled: |
| a. The person holding the position or acting in the duties of Chief Executive Officer be delegated the powers, duties and functions set out in the *Instrument of Delegation to the Chief Executive Officer*, as tabled, subject to the conditions and limitations specified in that instrument. |
| b. The instrument come into force immediately the common seal of the council is

Page 135 of 156
### Status report on council meeting resolutions – May 2018

<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Resolution</td>
<td>That the 2017-2018 Quarterly Financial Report for the period ended March 31, 2018 be approved.</td>
</tr>
<tr>
<td>Status</td>
<td>Completed.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Item</th>
<th>Speed Limit Review - Various Locations (16/04/2018)</th>
</tr>
</thead>
</table>
| Resolution | That:  
1. The proposed speed limit changes detailed within this report be placed on public exhibition for a period of 28 days to enable the community to provide feedback.  
2. If there is community feedback that is opposed to any of the changes a further report be provided to council for its consideration.  
3. If there is no community feedback, the Chief Executive Officer be authorised to make application to VicRoads to seek approval for the changes as set out within this report. |
| Status | Public notice issued. In progress. |

<table>
<thead>
<tr>
<th>Item</th>
<th>Wodonga Planning Scheme Amendment C125 - for adoption (16/04/2018)</th>
</tr>
</thead>
</table>
| Resolution | That:  
1. Having considered the Planning Panel’s report under Sect 27(1) of the Planning and Environment Act 1987, Wodonga Planning Scheme Amendment C125 be adopted with changes under Sect 29 of the Act in accordance with Planning Panel recommendations; and  
2. Officers be authorised to complete and submit the documentation required to seek the formal approval of Amendment C125 to the Minister for Planning under Section 31 of the Act. |
| Status | In progress. |
10.2 - 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 attached.

**Attachments**

The following documents are attached to this report:
- Attachment A: Written record of assemblies of councillors

**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 Business Services - Narelle Klein
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.

This report is for information only.
10.2 - Assemblies of councillors (cont’d)

Correction to published agenda

During discussion of this item it was noted that the published agenda contained an error for the Assembly held on April 30, 2018 as it listed Cr Mildren as having a conflict of interest for the NDIS. It should have listed the conflict for the item of CBA Car Park WPS Amendment C98. It has been corrected in these minutes.
Councillor draft budget workshop held on Wednesday, April 11, 2018, commencing at 6pm and concluding at 8.30pm.

<table>
<thead>
<tr>
<th>In attendance</th>
<th>All items</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anna Speedie</td>
<td>Mayor and councillor</td>
</tr>
<tr>
<td>Kat Bennett</td>
<td>Councillor</td>
</tr>
<tr>
<td>Libby Hall</td>
<td>Councillor</td>
</tr>
<tr>
<td>Danny Lowe</td>
<td>Councillor</td>
</tr>
<tr>
<td>Ron Mildren</td>
<td>Councillor</td>
</tr>
<tr>
<td>Tim Quilty</td>
<td>Councillor</td>
</tr>
<tr>
<td>John Watson</td>
<td>Councillor</td>
</tr>
<tr>
<td>Patience Harrington</td>
<td>Chief Executive Officer</td>
</tr>
<tr>
<td>Narelle Klein</td>
<td>Acting Director Business Services</td>
</tr>
<tr>
<td>Debra Mudra</td>
<td>Director Community Development</td>
</tr>
<tr>
<td>Leon Schultz</td>
<td>Director Planning &amp; Infrastructure</td>
</tr>
<tr>
<td>Nicola Gleeson Coopes</td>
<td>Acting Manager Finance</td>
</tr>
</tbody>
</table>

Conflict of interest disclosures

There were no conflict of interest disclosures.

Items discussed

The draft 2018-2019 budget.
Councillor briefing of Monday, April 16, 2018, commencing at 8.45am and concluding at 11.05am.

<table>
<thead>
<tr>
<th>In attendance</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Anna Speedie</td>
<td>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>All items</td>
</tr>
<tr>
<td>Tim Quilty</td>
<td>Councillor</td>
<td>All items</td>
</tr>
<tr>
<td>John Watson</td>
<td>Councillor</td>
<td>All items</td>
</tr>
<tr>
<td>Patience Harrington</td>
<td>Chief Executive Officer</td>
<td>All items</td>
</tr>
<tr>
<td>Narelle Klein</td>
<td>Director Business Services</td>
<td>All items</td>
</tr>
<tr>
<td>Debra Mudra</td>
<td>Director Community Development</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>Leigh McJames</td>
<td>Albury Wodonga Health</td>
<td>Item 4a</td>
</tr>
<tr>
<td>Craig McClanahan</td>
<td>Team Leader Compliance</td>
<td>Item 4b</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 agenda for ordinary council meeting
4. Briefing reports were provided on the following:
   a. Strategic direction of health in Wodonga
   b. Domestic Animal Management Plan
   c. Finance Report for March 2018
Councillor draft budget workshop held on Wednesday, April 17, 2018, commencing at 6pm and concluding at 8.10pm.

Venue | Committee Room, Council Offices, Hovell Street, Wodonga.

<table>
<thead>
<tr>
<th>In attendance</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Anna Speedie</td>
<td>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>All items</td>
</tr>
<tr>
<td>Tim Quilty</td>
<td>Councillor</td>
<td>All items</td>
</tr>
<tr>
<td>John Watson</td>
<td>Councillor</td>
<td>All items</td>
</tr>
<tr>
<td>Patience Harrington</td>
<td>Chief Executive Officer</td>
<td>All items</td>
</tr>
<tr>
<td>Narelle Klein</td>
<td>Director Business Services</td>
<td>All items</td>
</tr>
<tr>
<td>Debra Mudra</td>
<td>Director Community Development</td>
<td>All items</td>
</tr>
<tr>
<td>Leon Schultz</td>
<td>Director Planning &amp; Infrastructure</td>
<td>All items</td>
</tr>
<tr>
<td>Nicola Gleeson Coopes</td>
<td>Acting Manager Finance</td>
<td>All items</td>
</tr>
</tbody>
</table>

Conflict of interest disclosures

There were no conflict of interest disclosures.

Items discussed

The draft 2018-2019 budget.
Councillor briefing held on Thursday, April 26, 2018, commencing at 7.10am and concluding at 8.30am.

<table>
<thead>
<tr>
<th>In attendance</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Anna Speedie</td>
<td>Mayor and councillor</td>
<td>All items</td>
</tr>
<tr>
<td>Danny Lowe</td>
<td>Councillor</td>
<td>All items</td>
</tr>
<tr>
<td>Tim Quilty</td>
<td>Councillor</td>
<td>All items</td>
</tr>
<tr>
<td>John Watson</td>
<td>Councillor</td>
<td>All items – from 7.35am</td>
</tr>
<tr>
<td>Patience Harrington</td>
<td>Chief Executive Officer</td>
<td>All items</td>
</tr>
<tr>
<td>Narelle Klein</td>
<td>Director Business Services</td>
<td>All items</td>
</tr>
<tr>
<td>Debra Mudra</td>
<td>Director Community Development</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>
</tbody>
</table>

**Conflict of interest disclosures**

There were no conflict of interest disclosures.

**Items discussed**

The report from the Ombudsman, Investigation into Wodonga City Council’s overcharging of a waste management levy.

NB: Cr Bennett was on leave of absence.
Written record of assemblies of councillors – report to May 14, 2018 council meeting

Councillor briefing of Monday, April 30, 2018, commencing at 8.30am and concluding at 11.40am.

| Venue                      | Committee Room, Council Offices, Hovell Street, Wodonga. |

In attendance

<table>
<thead>
<tr>
<th>Attendee</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>Kat Bennett</td>
<td>Councillor</td>
<td>Leave of absence</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>All items</td>
</tr>
<tr>
<td>Tim Quilty</td>
<td>Councillor</td>
<td>All items</td>
</tr>
<tr>
<td>John Watson</td>
<td>Councillor</td>
<td>All items</td>
</tr>
<tr>
<td>Patience Harrington</td>
<td>Chief Executive Officer</td>
<td>All items</td>
</tr>
<tr>
<td>Narelle Klein</td>
<td>Director Business Services</td>
<td>All items, except 3h and 3i</td>
</tr>
<tr>
<td>Simone Hogg</td>
<td>Acting Director Community Development</td>
<td>All items, except 3h and 3i</td>
</tr>
<tr>
<td>Leon Schultz</td>
<td>Director Planning &amp; Infrastructure</td>
<td>All items, except 3h and 3i</td>
</tr>
<tr>
<td>Kevin Scully</td>
<td>Governance Officer</td>
<td>All items, except 3h and 3i</td>
</tr>
<tr>
<td>Kellie Davies</td>
<td>Manager Marketing and Communications</td>
<td>Items 3a and 3b</td>
</tr>
<tr>
<td>Adam Wiseman</td>
<td>Manager Economic Development</td>
<td>Items 3c and 3d</td>
</tr>
<tr>
<td>Ken Chan</td>
<td>Team Leader Strategic Planning</td>
<td>Item 3e</td>
</tr>
<tr>
<td>Claire Taylor</td>
<td>Manager Community Planning &amp; Wellbeing</td>
<td>Item 3f</td>
</tr>
<tr>
<td>Anthea Maher</td>
<td>Community Planning &amp; Development Coordinator</td>
<td>Item 3f</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>Ron Mildren</td>
<td>Item 3e CBA Car Park Plan and WPS C98</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:
   a. Presentation of draft year 2 Action Plan
   b. Review of CityLife print publication
   c. Proposed land sale at Logic Wodonga
   d. Proposed sale of former saleyards site
   e. Wodonga CBA Car Parking Plan for approval and Wodonga Planning Scheme Amendment C98 Car Parking Plan & Parking Overlay
   f. The National Disability Insurance Scheme: Transition and Implications
   g. Safety, Inclusion and Equity Strategy 2016-2017 to 2021-2022 progress report
   h. List of councillor briefings on Ombudsman’s waste investigation
   i. Ombudsman’s Report
Written record of assemblies of councillors – report to May 14, 2018 council meeting

Councillor briefing of Monday, May 7, 2018, commencing at 8.30am and concluding at 11.20am.

<table>
<thead>
<tr>
<th>In attendance</th>
<th>Venue</th>
<th>Committee Room, Council Offices, Hovell Street, Wodonga.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anna Speedie</td>
<td>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>All items</td>
</tr>
<tr>
<td>Tim Quilty</td>
<td>Councillor</td>
<td>All items</td>
</tr>
<tr>
<td>John Watson</td>
<td>Councillor</td>
<td>All items</td>
</tr>
<tr>
<td>Patience Harrington</td>
<td>Chief Executive Officer</td>
<td>All items</td>
</tr>
<tr>
<td>Narelle Klein</td>
<td>Director Business Services</td>
<td>All items</td>
</tr>
<tr>
<td>Simone Hogg</td>
<td>Acting Director Community Development</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, except 4c</td>
</tr>
<tr>
<td>Spencer Rich</td>
<td>Manager Governance &amp; Customer Focus</td>
<td>Item 4a</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 draft agenda for ordinary council meeting
4. Briefing reports were provided on the following:
   a. Procurement Policy
   b. High Street (South) Parking
   c. Budget discussions
10.3 - Planning for the Wodonga Hills - Hills Advisory Group

This report is to update the Council and the Wodonga community as to the current status of the formation of the Hills Advisory Group and the progress made to appoint suitably skilled and experienced community members to the Group.

Following the council resolution on 16 October 2017, advertisements were placed calling upon interested Wodonga community members to make application to participate on the Hills Advisory Group.

This Group would be tasked in implementing the Planning for the Wodonga Hills Strategy, adopted by the Council at the October 2017 council meeting.

Two applications were received for the position of Chairperson, with nine applications received for membership positions on the Group.

An interview panel, comprising Cr Mildren, Cr Bennett and the Chief Executive Office, Patience Harrington was formed, with interviews held during the first ten days of May 2018.

Nine interviews have been held.

At this time the process and reference checking will not be completed until the council meeting scheduled for 25 June 2018.

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.

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

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

This report is for information only.
11.1 - Councillor briefings

Purpose of report

In accordance with clause 51.2 of the Meeting Procedure Local Law (no. 1 of 2009) Cr Speedie has submitted the following Notice of Motion.

Notice of Motion

That effective from August 2018 councillor briefings be open to the public, subject to the CEO presenting a report to the July council meeting recommending an appropriate policy and / or guidelines around public attendance at councillor briefings.

Motion

Crs Anna Speedie / Kat Bennett

That the recommendation be adopted. Carried

Rationale

Councillor briefings serve as a forum where councillors can engage with each other and senior staff on a range of matters. They are an opportunity for councillors to ask questions, identify information which they require to help them make decisions, and to float options. Councillors are able to work through often complex ideas and understandings about the delivery of services to our community.

Decisions are not made at councillor briefings.

Given that there is a community perception that councillors are making decisions behind closed doors I propose that councillor briefings be open to the public.

This would promote accountability and transparency. The public would understand and appreciate the range of matters addressed by councillors, and the occasions on which briefings have been held.

Where a matter is of a confidential nature, as defined by the Local Government Act 1989, either that part of the briefing would be closed to the public or a separate confidential councillor briefing would be convened at another time.
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 2009) 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 61 of the council’s Meeting Procedure Local Law (no. 1 of 2009) states:

61.1 There shall be a public question time at every Ordinary meeting to enable members of the public to submit written questions to Council.

61.2 Public Question Time will have a duration as determined by Council from time to time.

61.3 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.

61.4 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.

61.5 No person may submit more than two questions at any one meeting.

61.6 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.

61.7 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;
   k) relates to matters affecting the security of Council property; or j) relates to legal advice;
   l) relates to any other matter which Council considers would prejudice Council or any person.

61.8 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.

61.9 No debate on questions asked or answers given is permitted.

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**Question received**

One question was received from Stewart Taylor relating to painting a mural on the water tower. As Mr Taylor was not in the public gallery the CEO advised that the council response would be forwarded to Mr Taylor in the mail.
Closure of meeting to the public

Section 89 (2) of the *Local Government Act 1989* provides that a council may resolve that a meeting be closed to members of the public if the meeting is discussing any of the following:

(a) personnel matters;
(b) the personal hardship of any resident or ratepayer;
(c) industrial matters;
(d) contractual matters;
(e) proposed developments;
(f) legal advice;
(g) matters affecting the security of Council property;
(h) any other matter which the Council or special committee considers would prejudice the Council or any person;
(i) a resolution to close the meeting to members of the public.

The item/s listed at item 16 were deemed by the Chief Executive Officer to be suitable for consideration in closed session in accordance with section 89 (2) of the *Local Government Act 1989*. In accordance with that Act, the council may resolve to consider these issues in open or closed session.

**Recommendation**

That the meeting be closed to members of the public in order to consider matters pursuant to section 89(2) of the *Local Government Act, 1989*, and that the meeting be adjourned for two minutes to allow the public to leave the Chamber.

**Motion**

Crs Kat Bennett / Tim Quilty

That the recommendation be adopted.  

Carried
16 - Confidential business

16.1 - Confirmation of confidential minutes of July 17, 2017

Consideration of this item will be closed to members of the public as it contains matters listed under section 89(2) of the *Local Government Act 1989*.
Consideration of this item will be closed to members of the public as it contains matters listed under section 89(2) of the *Local Government Act 1989*:

(c) industrial matters  
(d) contractual matters.  
(e) proposed developments
Consideration of this item will be closed to members of the public as it contains matters listed under section 89(2) of the *Local Government Act 1989*:

(c) industrial matters
(d) contractual matters.
(e) proposed developments
Clause 23 of the council's Meeting Procedure Local Law (no. 1 of 2009) 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, other than that adopted at item 4, and dealt with at item 16.3: *Logic Land – exclusivity period*. 
• Return to open council

Recommendation
That the ordinary meeting of the council be resumed.

Motion
Crs John Watson / Tim Quilty
That the recommendation be adopted. **Carried**

• Adopt the 'in-camera' recommendations

Recommendation
That the recommendations of the closed meeting of the council be adopted.

Motion
Crs Ron Mildren / Kat Bennett
That the recommendation be adopted. **Carried**

• Chairperson to close the meeting.
There being no further business the meeting closed at 8pm.

Minutes confirmed this ...................... day of .................................. 2018.

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Chairperson