



Alpine Shire

ORDINARY COUNCIL MEETING

MINUTES

M5 – 4 June 2019

Bright Council Chambers

7:00pm

PRESENT

COUNCILLORS

Cr Ron Janas - Mayor

Cr Sarah Nicholas - Deputy Mayor

Cr Kitty Knappstein - Councillor

Cr Daryl Pearce - Councillor

Cr Tony Keeble - Councillor

OFFICERS

Mr Charlie Bird - Chief Executive Officer

Ms Nathalie Cooke - Director Corporate

Mr William Jeremy - Director Assets

APOLOGIES

Cr Peter Roper - Councillor

Cr John Forsyth - Councillor

The **Ordinary Meeting** of the **Alpine Shire Council** was held in the Council Chambers, Great Alpine Road, Bright on **4 June 2019** and commenced at **7:00pm**.

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1 RECORDING AND LIVESTREAMING OF COUNCIL MEETINGS

The CEO read the following statement:

All council meetings are filmed with both video and audio being recorded.

Video is focused on a specific area however audio from the entire room is captured.

By speaking during question time, or at any time during the meeting, you consent to your voice and any comments you make being recorded.

In common with all narrative during council meetings verbal responses to congratulations, obituaries and question time will not be recorded in the written minutes.

The reasoning behind recording council meetings is of course to hold us more accountable and improve transparency of council's decision making to our community.

The full meeting is being streamed live on Council's YouTube channel which is "Alpine Shire Council" and will also be available on the YouTube channel shortly after this meeting.

2 ACKNOWLEDGEMENT OF TRADITIONAL CUSTODIANS, AND RECOGNITION OF ALL PEOPLE

The CEO read the following statement:

The Alpine Shire Council acknowledges the traditional owners of the land we are now on.

We also acknowledge those people who have contributed to the rich fabric of our community and strive to make wise decisions that will improve the quality of life for all.

3 CONFIRMATION OF MINUTES

3.1 ORDINARY COUNCIL MEETING – M4 – 7 MAY 2019

Cr Nicholas

Cr Knappstein

That the minutes of Ordinary Council Meeting M4 held on 7 May 2019 as circulated be confirmed.

Carried

4 APOLOGIES

Cr Peter Roper

Cr John Forsyth

5 OBITUARIES / CONGRATULATIONS

Refer to Alpine Shire Council's website www.alpineshire.vic.gov.au; for its YouTube live-streaming recording for responses to questions.

6 DECLARATIONS BY COUNCILLORS OF CONFLICT OF INTEREST

Refer to Alpine Shire Council's website www.alpineshire.vic.gov.au; for its YouTube live-streaming recording for responses to questions.

7 PUBLIC QUESTIONS ON AGENDA ITEMS

Questions on Notice will be limited to two questions per person.

Questions on Notice can be written or from the floor.

Refer to Alpine Shire Council's website www.alpineshire.vic.gov.au; for its YouTube live-streaming recording for responses to questions.

8 PRESENTATION OF REPORTS BY OFFICERS**8.1 CHIEF EXECUTIVE OFFICER – CHARLIE BIRD****8.1.1 Contracts approved by the CEO**

Cr Nicholas

Cr Keeble

That the Contracts approved by the CEO be noted.

Contract No:	CQ18910	Process:	Request for Quotation
Title:	Myrtleford Library Upgrade – Landscape		
Tenderer:	KR Hoystead		
\$ (excl. GST):	\$132,298		

Contract No:	CQ18100	Process:	Request for Quotation
Title:	Footpath Renewal 2018/19		
Tenderer:	NECC		
\$ (excl. GST):	\$110,731.56		

Carried

8.2 DIRECTOR CORPORATE – NATHALIE COOKE

8.2.1 Health and Safety Policy

File Number: Policy Register

INTRODUCTION

The purpose of this report is to present to Council the 2019 review of the Health and Safety Policy No.52 and seek Council's adoption of the revised policy.

Cr Keeble

Cr Pearce

That Council:

- 1. Revoke Alpine Shire Council Health and Safety Policy No.52, Version 4.0, 5 December 2017;*
- 2. Adopt Alpine Shire Council Health and Safety Policy No.52, Version 5.0; and*
- 3. Sign and seal Alpine Shire Council Health and Safety Policy No.52, Version 5.0.*

Carried

BACKGROUND

The current Health and Safety Policy was last reviewed and approved in December 2017 and was scheduled to be reviewed in April 2019. The review of this policy is timely given Council is in the process of undertaking a holistic review of its policies.

ISSUES

The content has been reviewed for compliance with relevant legislation and has been benchmarked against other local government health and safety policies. The review did not result in any change to the content or intent of the policy. The policy has been transferred to Council's new policy template requiring some minor changes to the location and heading of some content.

POLICY IMPLICATIONS

This recommendation is in accordance with the following Strategic Objective of the Council Plan 2017-2021:

- A responsible and sustainable organisation.

CONSULTATION

The current policy has been reviewed by the Health, Safety and Risk Officer, in consultation with the Health and Safety Committee.

CONCLUSION

The review of the Health and Safety Policy is now complete with only minor changes to the location of content and rebranding. There has been no change to the substance of the content or the intent of the policy.

DECLARATION OF CONFLICT OF INTEREST

Under Section 80C of the *Local Government Act 1989*, the following officers declare that they have no interests to disclose in providing this report.

- Director Corporate
- Manager Corporate
- Health, Safety and Risk Officer

ATTACHMENT(S)

- 8.2.1 Alpine Shire Council Health and Safety Policy No.52, Version 5.0

8.2.2 Revocation of Employee Employment, Discrimination and Harassment Policies

File Number: Policy Register

INTRODUCTION

Council is in the process of undertaking a holistic review of its policies. A review of employee employment, discrimination and harassment policies has been completed and a new Equal Employment Opportunity, Discrimination and Harassment Policy has been developed.

The Equal Employment Opportunity, Discrimination and Harassment Policy incorporates the provisions of several other Council policies that now need to be revoked before the new policy can be approved.

Cr Keeble

Cr Nicholas

That Council:

- 1. Revoke Alpine Shire Council Equal Employment Opportunity Policy No.35, adopted 2 September 1997; and*
- 2. Revoke Alpine Shire Council Sexual Harassment Policy No.36, adopted 2 September 1997.*

Carried

BACKGROUND

Over time Council has developed a number of policies outlining its position in relation to being an equal opportunity employer and ensuring that its workplaces are free from discrimination and harassment including:

- Equal Employment Opportunity Policy No.35
- Sexual Harassment Policy No.36
- Prevention of Bullying and Occupational Violence Policy No.85

ISSUES

The content of these policies has been reviewed taking into account Council's Code of Conduct, the Alpine Shire Council Enterprise Agreement 2016 and for compliance with relevant State and Federal legislation.

It is proposed that the three existing policies are combined into one policy, the Equal Employment Opportunity, Discrimination and Harassment Policy.

As the CEO is responsible for the recruitment and management of staff under s94A(3) of the *Local Government Act 1989* the Equal Employment Opportunity, Discrimination and Harassment Policy is deemed an operational policy and will be approved by the CEO.

Before the CEO can approve the Equal Employment Opportunity, Discrimination and Harassment Policy, the policies it supersedes must be revoked. In this instance the

CEO will revoke the Prevention of Bullying and Occupational Violence Policy No.85 as this was CEO approved. Council must revoke the previous policies it has adopted being the Equal Employment Opportunity Policy No.35 and Sexual Harassment Policy No.36.

POLICY IMPLICATIONS

The policies have been reviewed in accordance with the *Local Government Act 1989*.

This recommendation is in accordance with the following Strategic Objective of the Council Plan 2017-2021:

- A responsible and sustainable organisation.

CONSULTATION

The proposed new operational Equal Employment Opportunity, Discrimination and Harassment Policy and the revocation of existing policies have been consulted with the relevant Council officers and the Staff Consultative Committee.

CONCLUSION

The review of employee employment, discrimination and harassment policies and the development of the proposed Equal Employment Opportunity, Discrimination and Harassment Policy is complete. To facilitate the approval of the Equal Employment Opportunity, Discrimination and Harassment Policy by the CEO, the superseded policies must now be revoked.

DECLARATION OF CONFLICT OF INTEREST

Under Section 80C of the *Local Government Act 1989*, the following officers declare that they have no interests to disclose in providing this report.

- Director Corporate
- Manager Corporate
- Health, Safety and Risk Officer

ATTACHMENT(S)

- Nil

8.2.3 Councillor Reimbursement of Expenses Policy

File Number: Policy register

INTRODUCTION

This report deals with minor updates to the Councillor Reimbursement of Expenses Policy No.76.

Cr Keeble

Cr Pearce

That Council:

- 1. Note that the Councillor Reimbursement of Expenses Policy No.76 has been reviewed;*
- 2. Revoke the Councillor Reimbursement of Expenses Policy No.76, Version 3.0;*
- 3. Adopt the Councillor Reimbursement of Expenses Policy No.76, Version 4.0, noting that proposed changes are limited to a) typographical improvements and b) an amendment to move the requirement for reporting of Councillor expenses from quarterly to annually, in line with legislation; and*
- 4. Sign and seal the Councillor Reimbursement of Expenses Policy No.76, Version 4.0 at the appropriate time of the meeting.*

Carried

BACKGROUND

The Councillor Reimbursement of Expenses Policy No.76 ("the Policy") defines parameters for the reimbursement of necessary out of pocket expenses incurred while performing duties as a Councillor.

Section 75 of the *Local Government Act 1989* (the Act) requires Council to provide reimbursement to Councillors for bona-fide out-of-pocket expenses incurred while performing their official duties as a Councillor. Further, s75B requires Council to adopt and maintain a Councillor reimbursement policy. Reimbursement of expenses is separate to the allowances that the Mayor and Councillors are entitled to under s74 of the Act.

The Policy was last adopted by Council in June 2018, with a review date of 1 July 2019. At that time, the *Local Government Bill 2018* was being read in parliament, and it was believed that a new Councillor Expenses Policy would be required under the *Local Government Act 2018* by 1 July 2019. The Bill and 2018 Act subsequently lapsed, and Council is ensuring that it has a current policy under s75B of the *Local Government Act 1989*.

ISSUES

Minor changes only are proposed to the current Policy, including a) minor typographical improvements, and b) an amendment to move the requirement for

formal reporting of Councillor expenses from quarterly to annually, in line with legislation.

It is noted that apart from reporting, there are several controls in place to ensure that Councillor expenses are appropriate. These include mandated CEO, Mayor or Council approval of selected expenses; policy requirements regarding allowed expense types and amounts; and quarterly officer reviews of Councillor expenses.

POLICY IMPLICATIONS

The recommendations in this report are in accordance with the following Strategic Objective of the Council Plan 2017-2021:

- A responsible and sustainable organisation.

Council must adopt and maintain a policy in relation to the reimbursement of expenses for Councillors and members of Council committees in accordance with s75B of the *Local Government Act 1989*.

FINANCIAL AND RESOURCE IMPLICATIONS

The policy has been reviewed in-house. Councillor allowances and expenses are provided for within Council's annual budget each year.

CONSULTATION

Councillors have been consulted regarding proposed changes to the Policy.

CONCLUSION

The minor review of this Policy ensures that Council remains compliant with the *Local Government Act 1989*.

DECLARATION OF CONFLICT OF INTEREST

Under Section 80C of the *Local Government Act 1989*, the following officers declare that they have no interests to disclose in providing this report.

- Director Corporate
- Manager Corporate
- Governance Officer

ATTACHMENT(S)

- 8.2.3 Councillor Reimbursement of Expenses Policy No.76 - version 4.0

8.2.4 Quarterly Report - Council Plan

File Number: SU600.03

INTRODUCTION

The purpose of this report is to provide the third Quarterly Report for 2018/19 against the Alpine Shire Council Plan 2017-2021.

Cr Nicholas

Cr Keeble

That the Alpine Shire Council Plan Quarterly Report ending 31 March 2019 be received and noted.

Carried

BACKGROUND

The Alpine Shire Council Plan 2017-2021 was developed following the Council election in October 2016. The Council Plan outlines the strategic objectives, strategies and indicators determining Council's direction for the four year term of the Plan. The document is reviewed by Council annually to ensure that it continues to provide Council's intended direction for their term.

While there is no legislative requirement to report to Council on the progress against the Council Plan, the Governance and Management Checklist that forms part of the Local Government Performance Reporting Framework (LGPRF) suggests that it is best practice to report at least on a six-monthly basis.

By reporting quarterly, Council ensures that progress against the Council Plan is on schedule, and that actions and indicators are maintained as priorities throughout the year.

Where quarterly or half-yearly reporting of indicators does not generate meaningful results, these are reported at end of financial year as part of the annual report.

HIGHLIGHTS

A high performing organisation

- Council's website refresh project is progressing, with content being reviewed, and a contractor appointed to deliver Stage 1 (website design and launch) by 31 July 2019. Stage 2 (systems integration) will be completed by December 2019.

A responsible and sustainable organisation

- Council's business systems strategy review is nearing completion, with a draft three year roadmap in place. The review of Council's policies is progressing.

Incredible places for our community and visitors

- Completion of the Myrtleford Alpine Better Places project was largely completed prior to Easter 2019, with an official opening scheduled for Q4.
- The majority of the Alpine Events Park was completed in Q3, with an official opening also scheduled for Q4.

Infrastructure and open space that our community is proud of

- A draft Municipal Emergency Management Fire Plan was developed with consultation undertaken with relevant parties.

Highly utilised and well managed community facilities

- Two free green waste disposal days were held in late March / early April. Both occurred with good participation rates.
- After-hours access to the Bright Sports Centre is now operational.

A well planned and safe community

- The review of the Community Local Law was undertaken, with a final report presented to the April Council meeting.
- The Domestic Wastewater Management Plan was adopted at the March Council meeting, which provides a framework and action plan for managing onsite wastewater systems across the Shire.

A thriving and connected community

- March is the second largest month of the year for event delivery. During March, in addition to regular monthly farmers' markets events, the following events were held: High Country Charity Ride; The Myrtleford Festival; Peaks Challenge; Brighter Days; Dederang Picnic Races; Great Alpine Classic Golf Tournament; Veteran Car Club Rally and High Country Women's Cycling Festival.

POLICY IMPLICATIONS

The Council Plan is a specific requirement of the *Local Government Act 1989*, and is a guiding document for Council. The Council Plan and Budget identify and commit Council to the completion of specific initiatives each year.

Quarterly reporting aligns with the Alpine Shire Council Plan 2017-2021 (reviewed 2018) Strategic Objective 1: A high performing organisation.

FINANCIAL AND RESOURCE IMPLICATIONS

The Council Plan is a key document informing the financial and human resources required to achieve Council's objectives.

CONSULTATION

The Council Plan is subject to public exhibition prior to being adopted by Council.

Many of the individual initiatives and activities included in the Council Plan are subject to their own community participation and consultation processes.

CONCLUSION

This quarterly report shows that progress is being made on the delivery of key Council Plan actions.

DECLARATION OF CONFLICT OF INTEREST

Under Section 80C of the *Local Government Act 1989*, the following officers declare that they have no interests to disclose in providing this report:

- Directors
- Managers
- Governance Officer

ATTACHMENT(S)

- 8.2.4 Alpine Shire Council Quarterly Report - ending 31 March 2019

8.2.5 Finance Report - Quarterly Review

INTRODUCTION

The purpose of this report is to note the Finance Report - Quarterly Review for the periods ending 31 March 2019 and 31 December 2018.

Cr Keeble

Cr Knapstein

That the Finance Report - Quarterly Review for the periods ending 31 March 2019 and 31 December 2018 are received and noted.

Carried

BACKGROUND

The purpose of the Finance Report - Quarterly Review (the "Report") is to provide Council with an overview of quarterly results and an update on the forecast financial position against the full year budget. Explanations are provided for variances to budget greater than \$100,000.

ISSUES

Quarter Three Report Highlights

Council is forecasting a full year surplus of \$7.2m, which is \$3.4m higher than the budgeted surplus of \$3.8m. The primary drivers of this increase include:

- Lower than expected employee costs by \$0.7m, largely due to the impact of vacant positions; and
- Higher than expected grant income by \$3.2m, including a) early receipt of 50% of the 2019/20 Victorian Grants Commission funding (\$1.9m) and b) unbudgeted capital works grants (\$1.3m).

These favourable items are partially offset by other items including:

- Lower than expected rates and charges, due to a projected 25% capacity factor discount on the Rates in Lieu budgeted from AGL (\$0.2m);
- December 2018 Flood Damage Remediation works (\$0.15m expenditure, grant funded);
- Workforce support to assist with workload stemming from vacant positions (\$0.1m expenditure); and
- Expenditure on grant funded unbudgeted community projects (\$0.1m).

Major forecast variances to capital works expenditures are as follows:

- Alpine Events Park – additional \$0.7m spend compared to budget, due to additional costs incurred in addressing rebuild of the lower level change rooms, and omissions from the architect's plans for the upper level pavilion;

- Myrtleford Indoor Sports Stadium Expansion - \$0.5m spend will be carried forward from 2018/19 to 2019/20 due to program delays;
- Station Street Upgrade – unbudgeted new project with expenditure of \$0.5m, due to additional funding received from Regional Roads Victoria;
- Road Reconstruction (2018/19) – unbudgeted new project with expenditure of \$0.4m, due to additional funding received from Regional Roads Victoria.

Quarter Two Report

The Finance Report – Quarterly Review for the period ending December 31 2018 is also provided as an attachment as it was accidentally omitted from formal Council reports earlier in the year. It is noted that this Report was discussed at Council’s Quarter Two Finance Committee, and at a subsequent Council Briefing and Audit Committee meeting.

The commentary in the Quarter Two report is superseded by the commentary in the Quarter Three Report which provides a more up-to-date reflection of the end-of-year forecast.

POLICY IMPLICATIONS

The Report has been prepared in line with the requirements of the *Local Government Act 1989*:

- Section 137 (Budgeting and reporting framework) - Council must establish and maintain a budgeting and reporting framework that is consistent with the principles of sound financial management.
- Section 138 (Quarterly statements) – At least every three months, the Chief Executive Officer must ensure that a statement comparing the budgeted revenue and expenditure for the financial year with the actual revenue and expenditure to date is presented to the Council at a Council meeting which is open to the public.

The recommendation is consistent with the following Strategic Objective of the Council Plan:

- A responsible and sustainable organisation.

FINANCIAL AND RESOURCE IMPLICATIONS

Financial performance to date indicates a full year surplus of \$7.2m, which is \$3.4m higher than the budgeted surplus of \$3.8m.

CONSULTATION

The Report has been prepared based on a rigorous process which includes each department reviewing their budget and providing explanations for variances at the master account level.

The Report has been presented to the Finance Committee, and also to the Audit Committee for noting.

CONCLUSION

The Finance Report - Quarterly Review for the period ending 31 March 2019 is presented for noting.

DECLARATION OF CONFLICT OF INTEREST

Under Section 80C of the *Local Government Act 1989*, the following officers declare that they have no interests to disclose in providing this report:

- Chief Executive Officer
- Director Corporate
- Manager Corporate
- Accountant

ATTACHMENT(S)

- 8.2.5(a) Quarterly Review for the period ending 31 December 2018
- 8.2.5(b) Quarterly Review for the period ending 31 March 2019

8.2.6 Dinner Plain Design Guidelines

File Number: 1468.53

INTRODUCTION

The purpose of this report is to:

1. Explain a technical and legal issue that has arisen in relation to Council's previous decision to both prepare and seek authorisation for an amendment C53 to the Alpine Planning Scheme.
2. Recommend that Council seek authorisation from the Minister for Planning to prepare an identical amendment with the new amendment number C59, and when authorised, exhibit the amendment.

Cr Pearce

Cr Knappstein

That Council:

1. *Request under Section 8A(2) and (3) of the Planning and Environment Act 1987 that the Minister for Planning authorise Alpine Shire Council to prepare Amendment C59 to the Alpine Planning Scheme;*
2. *Notify the Minister for Planning that when it exhibits Amendment C59, Alpine Shire Council intends to give full notification of the amendment under Section 19 of the Planning and Environment Act 1987 for the minimum statutory exhibition period of one month; and*
3. *When authorised by the Minister for Planning exhibit Amendment C59 to the Alpine Planning Scheme under Section 19 of the Planning and Environment Act 1987.*

Carried

BACKGROUND

On 14 November 2017 Council resolved to prepare a planning scheme amendment C53. The recommendation approved is identical to the above recommendation apart from the amendment number, which is now recommended to be changed to amendment C59. The full documentation of the previous report and decision is attached for the information and consideration of Councillors. The contents of the attachments are still valid and relevant for the purposes of consideration of the preparation of the currently proposed amendment.

The reason for the matter being returned to Council is that a technical issue has arisen which prevents amendment C53 being prepared. This is due to the introduction of a new "Amendment Tracking System" by the Department of Environment, Land, Water and Planning (DELWP). The new system will not allow the creation of an amendment C53. It will, however, allow the preparation of an amendment number C59.

Enquiries have been made of DELWP about the issue and it is not practically possible to correct it.

Given the current situation, Council now does not have a valid resolution in relation to the preparation of an amendment for the Dinner Plain Design Guidelines, which is reliant on an amendment number that cannot be used.

Continuing with the amendment without a valid resolution will potentially create confusion for stakeholders and in addition, create the pre-requisites for a legal challenge.

It is therefore considered appropriate that a new resolution be made to incorporate the new amendment number.

ISSUES

The need to proceed to implement the amendment with a valid amendment number is the only issue.

POLICY IMPLICATIONS

The proposal assists in the implementation of previously supported planning policy.

The recommendations in this report are in accordance with the following Strategic Objective of the Council Plan 2017-2021:

- A well planned and safe community.

FINANCIAL AND RESOURCE IMPLICATIONS

Nil

CONSULTATION

Consultation has taken place with officers of Department of Environment, Land, Water and Planning.

CONCLUSION

In order to avoid confusion and potential legal issues, it is considered appropriate that Council reaffirm its intention to prepare an amendment to implement Design Guidelines for Dinner Plain via a fresh resolution incorporating the amendment number C59.

DECLARATION OF CONFLICT OF INTEREST

Under Section 80C of the *Local Government Act 1989*, the following officers declare that they have no interests to disclose in providing this report.

- Director Corporate
- Strategic Planner

ATTACHMENT(S)

- 8.2.6 (a) Council Report M11 - 14 November 2017 item 9.3.4
- 8.2.6(b) Minutes M11 – 14 November 2017 (extract) item 9.3.4
- 8.2.6(c) Attachment 9.3.4 presented to M11 - 14 November 2017

9 ASSEMBLY OF COUNCILLORS

INTRODUCTION

Section 80A of the *Local Government Act 1989* requires a written record of Assemblies of Councillors to be reported at an ordinary meeting of the Council and to be incorporated in the minutes of the Council meeting.

Cr Keeble

Cr Nicholas

That the summary of the Assemblies of Councillor for May 2019 be received.

Carried

BACKGROUND

The written records of the assemblies held during the previous month are summarised below. Detailed assembly records can be found in Attachment 9.0 to this report.

Date	Meeting
7 May	Briefing Session
21 May	Briefing Session

ATTACHMENT(S)

- 9.0 Assemblies of Councillors – May 2019

10 GENERAL BUSINESS

Refer to Alpine Shire Council's website www.alpineshire.vic.gov.au; for its YouTube live-streaming recording for responses to questions.

11 MOTIONS FOR WHICH NOTICE HAS PREVIOUSLY BEEN GIVEN

Nil

12 RECEPTION AND READING OF PETITIONS

Nil

13 DOCUMENTS FOR SEALING

Cr Knappstein

Cr Keeble

That the following documents be signed and sealed.

- 1. Alpine Shire Council Health and Safety Policy No.52, Version 5.0.*
- 2. Councillor Reimbursement of Expenses Policy No.76, Version 4.0 at the appropriate time of the meeting.*

Carried

There being no further business the Chairperson declared the meeting closed at 7.33 p.m

.....
Chairperson



Alpine Shire

**SPECIAL COUNCIL MEETING
MINUTES**

**SPM6 – 18 June 2019
Bright Council Chambers
5:00pm**



The **Special Meeting** of the **Alpine Shire Council** was held in Council Chambers, Great Alpine Road, Bright on **18 June 2019** and commenced at **5:00pm**.

PRESENT

COUNCILLORS

Cr Ron Janas - Mayor
Cr Sarah Nicholas - Deputy Mayor
Cr Kitty Knappstein - Councillor
Cr Daryl Pearce - Councillor
Cr Tony Keeble – Councillor
Cr Peter Roper

OFFICERS

Mr Charlie Bird - Chief Executive Officer
Ms Nathalie Cooke - Director Corporate
Mr William Jeremy - Director Assets

APOLOGIES

Cr Tony Keeble - Councillor
Cr John Forsyth - Councillor



AGENDA

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4	DECLARATIONS BY COUNCILLORS OF CONFLICT OF INTEREST.....	4
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5	DOCUMENTS FOR SEALING.....	26



1 RECORDING AND LIVESTREAMING OF COUNCIL MEETINGS

The CEO read the following statement:

All council meetings are filmed with both video and audio being recorded.

Video is focused on a specific area however audio from the entire room is captured.

By speaking during question time, or at any time during the meeting, you consent to your voice and any comments you make being recorded.

In common with all narrative during council meetings verbal responses to congratulations, obituaries and question time will not be recorded in the written minutes.

The reasoning behind recording council meetings is of course to hold us more accountable and improve transparency of council's decision making to our community.

The full meeting is being streamed live on Council's YouTube channel which is "Alpine Shire Council" and will also be available on the YouTube channel shortly after this meeting.

2 ACKNOWLEDGEMENT OF TRADITIONAL CUSTODIANS, AND RECOGNITION OF ALL PEOPLE

The CEO read the following statement:

The Alpine Shire Council acknowledges the traditional owners of the land we are now on.

We also acknowledge those people who have contributed to the rich fabric of our community and strive to make wise decisions that will improve the quality of life for all.

3 APOLOGIES

Cr John Forsyth

Cr Tony Keeble

4 DECLARATIONS BY COUNCILLORS OF CONFLICT OF INTEREST



4.1 DIRECTOR CORPORATE – NATHALIE COOKE

4.1.1 Declaration of the Dinner Plain Special Rate (2019/20)

File Number: 951.02

INTRODUCTION

A Council may declare a special rate for the purpose of defraying the expenses of performing a function that is of special benefit to the persons required to pay the special rate. The declaration of a special rate is a requirement of the *Local Government Act 1989*, Section 163.

The purpose of this report is to declare a Special Rate for the Dinner Plain village (the "Dinner Plain Special Rate") applicable to Commercial / Industrial land only for the period 1 July 2019 to 30 June 2020.

Cr Roper

Cr Nicholas

That:

- 1. Council note that one submission was received regarding the proposed declaration of the Dinner Plain Special Rate (2019/20).*
- 2. The Dinner Plain Special Rate (2019/20) be declared for the period 1 July 2019 to 30 June 2020 as follows:*
 - a. A special rate (the Dinner Plain Special Rate) be declared for the purpose of defraying any expenses in relation to the provision of services of special benefit to the owners of Commercial / Industrial land within the Dinner Plain village;*
 - b. The total cost of the performance of this function is estimated to be \$581,000 over one year, based on inclusion of the following services:*
 - i. The Dinner Plain to Hotham winter bus service*
 - ii. Roadways snow clearing*
 - iii. Cross country snow grooming*
 - iv. Marketing and events support specific to Dinner Plain*
 - v. Cable Television Maintenance;*
 - c. The Dinner Plain Special Rate will apply to Commercial / Industrial land within the Dinner Plain village as defined in the attached map;*
 - d. The definition of Commercial / Industrial land is the definition provided in the Alpine Shire Council Budget 2019/20;*
 - e. The basis of the calculation of the Dinner Plain Special Rate for the 2019/20 Financial Year be 43% of the rate in the dollar levied as general rates for rateable residential properties, as specified in the Alpine Shire Council Budget 2019/20, multiplied by the Capital Improved Value of each parcel of Commercial / Industrial land;*



- f. The amount of the Dinner Plain Special Rate to be levied is estimated to be \$178,841 over one year, or such other amount as is lawfully raised as a consequence of this Resolution;*
- g. The amount of the Special Rate will be the amount shown as due and payable in any notice sent to a person required to pay the Dinner Plain Special Rate; and*
- h. Each person liable to pay the Dinner Plain Special Rate is to pay by instalments in line with Council's general rate payment requirements each year.*

3. Submission authors will be notified of the outcome of their submissions.

Carried

BACKGROUND

The Dinner Plain village has for some time been subject to a Special Rate to defray the expenses associated with services of special benefit to Dinner Plain ratepayers. Within the Alpine Shire Council's Budget 2019/20, these services include the Dinner Plain to Hotham winter bus service (\$162,000, an increase from \$129,000 based on increased demand in 2018/19); roadways snow clearing (\$160,000); cross country snow grooming (\$66,000); marketing and events support specific to Dinner Plain (\$191,000); and Cable Television Maintenance (\$2,000).

ISSUES

The declared Special Rate for Dinner Plain has been reducing over time, from 80.7% of the General Rate in 2015/16, to 65% of the General Rate in 2016/17 and 43% of the General Rate in 2017/18. In 2018/19, the Special Rate was aligned to the differential rate for Commercial / Industrial Land in the rest of the Shire and was only paid by ratepayers who own Commercial / Industrial land in the Dinner Plain village (including holiday houses).

At the April 2019 Ordinary Council Meeting, Council resolved to give notice of its intention to declare a special rate for the provision of services of special benefit to the Dinner Plain village for the period 1 July 2019 to 30 June 2020. It was proposed that the approach adopted in 2018/19 continue into 2019/20.

One submission was received throughout the public exhibition period as summarised below:

Submission	Summary Description	Response
Submitter 1	Concern that Dinner Plain businesses are facing profitability challenges and that charging a Special Rate is detrimental to the ongoing viability of the village	Council has reduced the Special Rate considerably since 2015/16 and it is now aligned to the Commercial / Industrial rate charged to other businesses across the Shire. The net cost of the Special Rate services is now substantially



		<p>higher than the amount recouped through the Special Rate; in addition Council has committed \$1.5m in capital works to 2026/27 to support the ongoing viability and amenity of the village. A Special Rate waiver or subsidy would unlikely have substantial impact on the viability of village businesses and may not be considered an equitable approach given that rates subsidies and waivers are not available to other businesses in the Shire.</p>
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It is noted that the Dinner Plain village operates on a total cost recovery basis. If there is a deficit or surplus based on the difference between

a) all general and Special income attributable to Dinner Plain, and

b) all general and Special costs attributable to Dinner Plain,

this is allocated to a reserve, namely the 'Dinner Plain Reserve'. This is inclusive of all relevant income and costs, including, for example, the general rates paid by Dinner Plain ratepayers; an apportionment of general Council grants; an apportionment of Council services relevant to Dinner Plain; an apportionment of Council overheads; all Special Rate costs; and all capital works expenditure in Dinner Plain.

It is also noted that Council is committed to deliver a pipeline of \$1.5m in new and upgrade capital works within Dinner Plain between 2017 and 2027. It is anticipated that by the end of 2018/19, \$401k will have been delivered net of grant funding, including:

2017/18 Works

- Toboggan Run Access Improvements - \$19k
- Dinner Plain Mountain Bike Trails - \$187k
- Dinner Plain Village Green - \$32k (concept design and scoping)

2018/19 Works

- Toboggan and Ski Run Safety Improvements - \$22k (design and approval)
- Dinner Plain Mountain Bike Trails Stage 2 - \$174k, of which \$117k is grant funded
- Dinner Plain Tracks and Trails Signage - \$38k
- Dinner Plain Village Detailed Designs - \$46k.

Planned works proposed for inclusion in the 2019/20 Budget include:

- Toboggan and Ski Run Safety Improvements - \$83k
- Dinner Plain Snowmaking Options Analysis - \$30k, of which \$20k is grant funded.
- Dinner Plain Mountain Bike Trails Stage 2 - \$16k, of which \$13k is grant funded.



POLICY IMPLICATIONS

The preparation of the Dinner Plain Special Rate 2019/20 strategy is in accordance with the:

- Special Rates and Charges, Ministerial Guidelines, September 2004
- *Local Government Act 1989*
- Alpine Shire Rating Strategy
- Strategic Resource Plan

FINANCIAL AND RESOURCE IMPLICATIONS

The Dinner Plain Special Rate for 2019/20 is proposing to raise an estimated \$178,841 over the 12 month period. This is significantly less revenue than the cost of the Special Rate services which are estimated to cost \$581,000 over the same period.

Analysis indicates that Dinner Plain expenditure will exceed income into the foreseeable future. This deficit will be covered by the Dinner Plain Reserve in as much as it has a positive balance.

The Dinner Plain reserve is forecast to be \$670,000 as at 30 June 2019 compared to \$1,025,000 as at 1 July 2018. It is noted that \$130,000 in funding is expected to be received against the Dinner Plain Mountain Bike Trails Stage 2 project in 2019/20 which will partially offset this decrease.

CONSULTATION

Under Section 163 of the *Local Government Act 1989*, Council must give public notice of its intention to make a special rate declaration. This is conducted through a formal process in accordance with s223 of the *Local Government Act 1989*, which includes a 28 day period where the public can provide submissions regarding the proposed declaration, and can request to be heard by a committee of Councillors in support of their submission.

The Dinner Plain Special Rate 2019/20 was released for public comment following the April Ordinary Council Meeting. Public submissions formally closed on Thursday 9 May, and one submission was received and heard by a committee of Councillors.

CONCLUSION

Council is now in a position to declare Dinner Plain Special Rate 2019/20 in line with the requirements of the *Local Government Act 1989*.

**DECLARATION OF CONFLICT OF INTEREST**

Under Section 80C of the Local Government Act 1989, the following officers declare that they have no interests to disclose in providing this report.

- Chief Executive Officer
- Director Corporate
- Director Assets
- Manager Corporate
- Rates Coordinator

ATTACHMENT(S)

- 4.1.1 Dinner Plain Village Rate Map



4.1.2 Draft 2019/20 Budget Submissions

File Number: 910.26

INTRODUCTION

The purpose of this report is to respond to the submissions received under section 223 of the *Local Government Act 1989* (the Act) relating to the Alpine Shire Council Draft 2019/20 Annual Budget.

Cr Roper

Cr Nicholas

That:

1. *Written and verbal submissions received pursuant to Sections 129, 130 and 223 of the Local Government Act 1989, be considered in relation to the 2019/20 Budget.*
2. *The following amendments be made to the Alpine Shire Council 2019/20 Budget:*

<i>Reference</i>	<i>Budget Section</i>	<i>Submission / Amendment</i>	<i>Value in Draft Budget</i>	<i>Amount to be Adopted</i>
<i>Carry forward expenditure for the following 2018/19 capital projects:</i>				
<i>Submission 1</i>	<i>5.4.1</i>	<i>Dinner Plain Mountain Bike Trails Stage 2</i>	<i>\$-</i>	<i>\$16,000</i>
		<i>Roberts Creek Bridge 3 Renewal</i>	<i>\$-</i>	<i>\$280,000</i>
		<i>Myrtleford Pool Plant</i>	<i>\$-</i>	<i>\$110,000</i>
<i>Carry forward grant income for the following 2018/19 capital projects:</i>				
<i>Submission 1</i>	<i>5.2.2</i>	<i>Dinner Plain Mountain Bike Trails Stage 2</i>	<i>\$-</i>	<i>\$13,000</i>
		<i>Roberts Creek Bridge 3 Renewal</i>	<i>\$-</i>	<i>\$109,563</i>
		<i>Victoria Bridge</i>	<i>\$-</i>	<i>\$88,750</i>
<i>Amend allocation to the following 2019/20 capital projects:</i>				
<i>Submission 1</i>	<i>5.4.1</i>	<i>E-Waste Infrastructure Upgrade</i>	<i>\$299,000</i>	<i>\$360,000</i>
		<i>Great Valley Trail</i>	<i>\$680,000</i>	<i>\$500,000</i>
		<i>Kerbside Bins New and Renewal (2019/20)</i>	<i>\$30,000</i>	<i>\$38,000</i>



<i>Amend grant income for the following 2019/20 capital project:</i>				
<i>Submission 1</i>	<i>5.2.2</i>	<i>Great Valley Trail</i>	<i>\$340,000</i>	<i>\$250,000</i>
<i>Amend future year grant income for the following program:</i>				
<i>Submission 1</i>	<i>4.2</i>	<i>Resealing</i>	<i>\$500k from 2020/21, indexed by inflation thereafter</i>	<i>\$710k for each year from 2020/21- 2022/23</i>
<i>Allocate budget to the following capital projects:</i>				
<i>Submission 1</i>	<i>5.4.1</i>	<i>Local Road Sealing</i>	<i>\$-</i>	<i>\$315,000</i>
		<i>Guardrail Upgrades</i>	<i>\$-</i>	<i>\$300,000</i>
		<i>Buckland Bridge</i>	<i>\$-</i>	<i>\$2,250,000</i>
		<i>Standish Street Renewal</i>	<i>\$-</i>	<i>\$360,000</i>
		<i>Gavan Street Pedestrian Crossings</i>	<i>\$-</i>	<i>\$255,000</i>
		<i>Rotary Pines Preliminary Landscaping</i>	<i>\$-</i>	<i>\$220,000</i>
		<i>Mystic Lane Footpath Extension</i>	<i>\$-</i>	<i>\$60,000</i>
		<i>Dinner Plain Snowmaking Options Analysis</i>	<i>\$-</i>	<i>\$30,000</i>
		<i>Pioneer Park Events Traffic Management</i>	<i>\$-</i>	<i>\$20,000</i>
		<i>Asset Management System</i>	<i>\$-</i>	<i>\$75,000</i>
<i>Submission 2</i>	<i>5.4.1</i>	<i>Phoenix Tree Upgrade</i>	<i>\$-</i>	<i>\$15,000</i>
<i>Submission 3</i>	<i>5.4.1</i>	<i>Memorial Park Cricket Facilities Renewal</i>	<i>\$-</i>	<i>\$24,000</i>
<i>Submission 4</i>	<i>5.4.1</i>	<i>Hero Trail Renewal</i>	<i>\$-</i>	<i>\$55,000</i>
<i>Submission 5</i>	<i>5.4.1</i>	<i>Mystic Lane Sealing</i>	<i>\$-</i>	<i>\$140,000</i>
<i>Submission 6</i>	<i>5.4.1</i>	<i>Mountbatten and Delany Avenue Pedestrian Crossings</i>	<i>\$-</i>	<i>\$25,000</i>
<i>Submission 7</i>	<i>5.4.1</i>	<i>Mount Beauty CBD Footpath</i>	<i>\$-</i>	<i>\$10,000</i>
<i>Include grant funding for the following capital projects:</i>				
<i>Submission 1</i>	<i>5.2.2</i>	<i>Local Road Sealing</i>	<i>\$-</i>	<i>\$210,000</i>
		<i>Guardrail Upgrades</i>	<i>\$-</i>	<i>\$200,000</i>
		<i>Buckland Bridge</i>	<i>\$-</i>	<i>\$1,500,000</i>



		<i>Standish Street Renewal</i>	\$-	<i>\$240,000</i>
		<i>Gavan Street Pedestrian Crossings</i>	\$-	<i>\$170,000</i>
		<i>Dinner Plain Snowmaking Options Analysis</i>	\$-	<i>\$20,000</i>
<i>Amend expenditure related to the following operational items:</i>				
<i>Submission 1</i>	<i>4.1</i>	<i>High Country Library Network Collection</i>	<i>\$404,948</i>	<i>\$359,839</i>
		<i>Events</i>	<i>\$200,000</i>	<i>\$250,000</i>
		<i>Economic Development Advice</i>	<i>\$38,500</i>	<i>\$42,500</i>
		<i>Kerbside Collection</i>	<i>\$879,375</i>	<i>\$899,375</i>
<i>Amend income related to the following operational items:</i>				
<i>Submission 1</i>	<i>4.1</i>	<i>High Country Library Network Collection</i>	<i>\$404,948</i>	<i>\$359,839</i>
		<i>High Country Library Network Operations</i>	<i>\$50,804</i>	<i>\$35,804</i>
		<i>Investment Interest Income</i>	<i>\$333,353</i>	<i>\$306,373</i>
<i>Carry forward budget for the following operational project:</i>				
<i>Submission 1</i>	<i>4.1</i>	<i>Organics Kerbside Service Customer Survey</i>	<i>\$ -</i>	<i>\$20,000</i>



<i>Include budget for the following operational projects:</i>				
<i>Submission 1</i>	<i>4.1</i>	<i>Business Systems Transformation Program</i>	<i>\$-</i>	<i>\$50,000</i>
		<i>IT Controls Review</i>	<i>\$-</i>	<i>\$20,000</i>
		<i>Bright Town Centre Urban Design Principles</i>	<i>\$-</i>	<i>\$20,000</i>
		<i>River Pool Monitoring</i>	<i>\$-</i>	<i>\$15,000</i>
<i>Amend the following rates and charges:</i>				
<i>Submission 1</i>	<i>5.1</i>	<i>Dinner Plain Rates and Charges Income</i>	<i>\$176,000</i>	<i>\$178,841</i>
		<i>General Rates Income</i>	<i>\$14,632,000</i>	<i>\$14,688,879</i>

3. *The following submissions may be further assessed or managed by the Alpine Shire Council as per the comment detail, however do not result in changes to the Alpine Shire Council 2019/20 Budget for the stated reasons:*

<i>Reference</i>	<i>Submission Proposal</i>	<i>Value</i>	<i>Rationale and Approach</i>
<i>Submission 2</i>	<i>Myrtleford Rail Trail Improvements</i>	<i>\$15,000</i>	<i>Further scoping required, to be added to capital works pipeline for consideration in 2020/21 Budget</i>
<i>Submission 8</i>	<i>Myrtleford Piazza Lighting</i>	<i>Not estimated</i>	<i>Merit of assessing broader power requirements at the Piazza to be investigated for consideration for future year budgets</i>
<i>Submission 9</i>	<i>Mount Beauty Tennis Club Amenities Upgrade</i>	<i>Not estimated</i>	<i>Proposed work to be completed within 2018/19 financial year</i>
<i>Submission 10</i>	<i>Harrietville East Ovens Crossing Bridge</i>	<i>\$90,000</i>	<i>Confirmation of support from Parks Victoria is desirable prior to further considering this project for future year budgets</i>
<i>Submission 11</i>	<i>Pioneer Park Additional Events Area</i>	<i>TBC</i>	<i>Further scoping and community consultation is desirable prior to further considering this project for future year budgets</i>
<i>Submission 12</i>	<i>Budget Exceeds Rate Cap</i>	<i>Not applicable</i>	<i>Budget confirmed to fall within rate cap, no changes to budget proposed</i>



<i>Submission 14</i>	<i>Kiewa Velley Historical Society (KVHS) Storage</i>	<i>Not estimated</i>	<i>The proposed storage space currently houses Council's archives which may be digitised to create capacity. Council requires a document management system prior to such digitisation taking place; plans are in place to implement such a system in 2019/20. Following implementation of this system, this proposal may be reconsidered.</i>
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4. Submission authors be notified of the outcome of their submissions.

5. The committee formed for the purposes of hearing submissions on the draft Budget 2019/20 be dissolved.

Carried

BACKGROUND

Budget Overview

Council has prepared an Annual Budget for 2019/20 which is aligned to the vision in the Council Plan 2017-21. The Budget continues to deliver on Council's commitment to prudently manage costs while delivering the projects and services that support our community's resilience and vibrancy.

Key budget information is provided in the draft Annual Budget about the rate increase, operating result, services, cash and investments, capital works, financial position, financial sustainability and strategic objectives of the Council.

Submission Process

Council adopts a rigorous process to ensure that the Budget is comprehensive, realistic, sustainable, prioritised and reflects community needs. As part of the process, Council publishes a Draft Budget and calls for submissions prior to adoption. Budget submissions are an important and valuable step in ensuring that Council has taken into account community feedback. Submissions are considered in the context of the overall Budget and submitters are invited to attend a hearing where they may support their submission.

Council Officers also have the opportunity to make an internal submission. The purpose of an internal submission is to ensure that relevant information arising after the Budget has been placed on exhibition for public comment is considered by Council for inclusion in the final Budget. Internal submissions must be endorsed by Council under the same process as external submissions.



POLICY IMPLICATIONS

The Budget is prepared in accordance with the *Local Government Act 1989* and the *Local Government (Planning and Reporting) Regulations 2014*. The following requirements are set out:

Local Government Act 1989

Section 127 – Council must prepare a budget

Section 129 – Public notice

Section 130 - Adoption of budget

Section 223 – Right to make a submission

Local Government (Planning and Reporting) Regulations 2014

Regulation 9 – The financial statements

Regulation 10 – Other information to be included

Regulation 11 – Public notice of proposed budget or revised budget

FINANCIAL AND RESOURCE IMPLICATIONS

The net impact of the submissions which are recommended for incorporation into the 2019/20 Budget is as follows:

- Operating expenditure : increased by \$154k
- New capital expenditure: increased by \$4,043k
- Carried forward capital expenditure : increased by \$406k
- Change in income: increased by \$2,374k

Overall the final Budget surplus is projected at \$5.8m compared to a Draft Budget projection of \$3.5m.

CONSULTATION

Council is required to provide an opportunity for the public to make submissions regarding any proposal contained within the Draft Budget. This is conducted through a formal process in accordance with s223 of the *Local Government Act 1989*, which includes a 28 day period where the public can provide Budget submissions to Council, and can request to be heard by a committee of Councillors in support of their submission.

The draft 2019/20 Budget was released for public comment following the April Ordinary Council Meeting. Public submissions formally closed on Thursday 9 May.

Those that formally requested to be heard in support of their written submission attended a committee of Council on Tuesday the 28 May which was formed according to Section 223(1)(b) of the *Local Government Act 1989*.

**CONCLUSION**

All submissions received have been considered to ensure that Council is meeting the needs and expectations of our community. This report reflects the Officers' recommendations to Council following a review of the cost and scope of each submission, and overall deliverability of the full scope of 2019/20 work.

DECLARATION OF CONFLICT OF INTEREST

Under Section 80C of the *Local Government Act 1989*, the following officers declare that they have no interests to disclose in providing this report.

- Chief Executive Officer
- Director Corporate
- Director Assets
- Manager Corporate
- Governance Officer

ATTACHMENT(S)

- Nil



4.1.3 Adoption of the 2019/20 Budget

File Number: 910.26

INTRODUCTION

The purpose of this report is to adopt the 2019/20 Budget, incorporating the Strategic Resource Plan and rates and charges for the 2019/20 financial year.

Cr Roper

Cr Nicholas

That:

1. *Total rates and charges of \$18,046,849 be raised in the 2019/20 financial year based on setting 'the rate in the dollar' and 'charges' as follows:*
 - a. *General (residential) rate (0.004158);*
 - b. *General (residential) rate Dinner Plain (0.004158);*
 - c. *Commercial/Industrial differential rate (0.005946);*
 - d. *Farm differential rate (0.003035);*
 - e. *Special rate for rateable Dinner Plain properties (0.001788);*
 - f. *Waste – 80 litre bin (weekly) \$217.71;*
 - g. *Waste – 240 litre bin (weekly) \$482.70;*
 - h. *Waste – 240 litre bin (fortnightly) \$217.71;*
 - i. *Recycling – 140 litre bin (fortnightly) \$89.34;*
 - j. *Recycling – 240 litre bin (fortnightly) \$89.34;*
 - k. *Recycling – 360 litre bin (fortnightly) \$89.34;*
 - l. *Recycling – 240 litre bin (weekly) \$178.80;*
 - m. *Recycling – 360 litre bin (weekly) \$178.80;*
 - n. *Dinner Plain standard waste service \$668.86;*
 - o. *Dinner Plain commercial waste service \$1471.06; and*
 - p. *General waste charge \$89.20.*
2. *The Alpine Shire Council Budget 2019/20 including the Strategic Resource Plan and incorporating the amendments adopted by Council in the submissions report (agenda item 4.1.2 of this Special Council Meeting) be adopted.*
3. *Rates and charges must be paid by four instalments on or before 30 September 2019, 30 November 2019, 28 February 2020 and 31 May 2020 in accordance with Section 167 of the Local Government Act 1989.*
4. *The Chief Executive Officer be authorised to give public notice of adoption of the 2019/20 Budget and forward a copy to the Minister in accordance with section 130 of the Local Government Act 1989.*

Carried



BACKGROUND

Based on ongoing community consultation, Council has prepared a Budget Report for 2019/20 which is aligned to the vision in the Council Plan 2017-21. The Budget continues to deliver on Council's commitment to prudently manage costs while delivering the projects and services that support our community's resilience and vibrancy.

The budget projects a surplus of \$5.8m which is influenced by:

- a. Rate increase of 2.5%, in line with the Fair Go Rates System which caps Victorian Council rate increases in line with inflation;
- b. A capital works program totalling \$10.8m in FY19/20, representing a strong pipeline of asset renewal and development activity following FY18/19's exceptional program which is forecast to complete at \$13.3m;
- c. A flat materials and services budget, due to continued diligent cost management and strong procurement practises which obtain the best supplier deals for our ratepayers;
- d. A wage increase at the greater of the Wages Price Index and the Consumer Price Index, as committed in Council's Enterprise Bargaining Agreement following consecutive years of wage freezes.

Council has also updated its pipeline of initiatives to align budgeted activities to the strategic objectives outlined in the Council Plan 2017-21.

In addition a full review of Council fees has been conducted. Selected fees are proposed to be waived including library overdue fees for junior items; e-waste and battery disposal charges; and Dinner Plain dog permit fees. The majority of other fees are proposed to increase in line with inflation.

Further detail on the operating result, strategic objectives, initiatives, services, cash and investments, capital works, financial sustainability, and rates, charges and fees can be found within the annexed report.

POLICY IMPLICATIONS

The Budget is prepared in accordance with the *Local Government Act 1989* and the Local Government (Planning and Reporting) Regulations 2014. The following requirements are set out:

Local Government Act 1989

Section 126 - Strategic Resource Plan

Section 127 – Council must prepare a budget

Section 129 – Public notice

Section 130 - Adoption of budget

Section 158 – Declaring rates and charges

Section 161 – Differential rates

Section 162 – Service rate and service charge

Section 163 – Special rate and special charge



Section 223 – Right to make a submission

Local Government (Planning and Reporting) Regulations 2014

Regulation 9 – The financial statements

Regulation 10 – Other information to be included

Regulation 11 – Public notice of proposed budget or revised budget

FINANCIAL AND RESOURCE IMPLICATIONS

Council prepares its budgets with the objective of balancing long term financial sustainability and prioritised delivery against community needs.

The 2019/20 draft Annual Budget provides a strong financial position for Alpine Shire Council, forecasting an operating surplus of \$5.8m and a working capital ratio of 3.5. This has been achieved whilst delivering a capital works budget in the order of \$10.8m and no reduction in the volume or standard of services delivered to the Alpine Shire.

Materials and services expenditure has remained flat. Departmental budgets have largely been managed to remain flat or reduced, offsetting increased waste processing costs and investments in technology to enable continual improvement to customer service.

The Budget will raise \$18,046,849 from rates and charges. It is noted that this excludes an estimated \$100,000 due to supplementary rates and rate adjustments, \$70,000 due to interest on rates and charges, and \$417,677 in revenue in lieu of rates.

CONSULTATION

The draft budget was subject to a 28 day public submission period, in accordance with s223 of the *Local Government Act 1989*. An in-depth report covering the resultant submissions can be found in item 4.1.2 of this agenda.

CONCLUSION

The 2019/20 Budget has been prepared in accordance with Alpine Shire Council's Council Plan 2017-21, its strategic objectives and the *Local Government Act 1989*.

DECLARATION OF CONFLICT OF INTEREST

Under Section 80C of the *Local Government Act 1989*, the following officers declare that they have no interests to disclose in providing this report.

- Chief Executive Officer
- Director Corporate
- Director Assets
- Manager Corporate
- Accountant

ATTACHMENT(S)

- 4.1.3 Alpine Shire Council Budget Report 2019/20



4.1.4 Alpine Shire Council Plan 2017-2021 (Review 2019)

File Number: 600.03

INTRODUCTION

An annual review of the Council Plan and Municipal Public Health and Wellbeing Plan is a requirement of the *Local Government Act 1989* and the *Public Health and Wellbeing Act 2008* respectively. This report ensures that Council is meeting the requirements of both Acts.

Cr Nicholas

Cr Pearce

That:

- 1. Council note that a review of the Alpine Shire Council Plan 2017-2021 (review 2018) (incorporating the Municipal Public Health and Wellbeing Plan) has been undertaken in accordance with s125(7) of the Local Government Act 1989 and s26(4) and s27(2)(b) of the Municipal Public Health and Wellbeing Act 2008.*
- 2. The Strategic Resource Plan be updated to reflect the 2019/20 Budget (as per item 4.1.3 of this meeting).*
- 3. The Alpine Shire Council Plan 2017-2021 (review 2019), incorporating the Municipal Public Health and Wellbeing Plan, and the Strategic Resource Plan 2019-2023 be adopted.*
- 4. The Chief Executive Officer be authorised to forward a copy of the adjustments made to the Council Plan to the Minister for Local Government within 30 days, in accordance with s125(10) of the Local Government Act 1989.*

Carried

BACKGROUND

The Council Plan is a key document required under Local Government legislation, and includes the strategic objectives of Council; strategies for achieving the objectives; strategic indicators for monitoring achievement; a Strategic Resource Plan; and projects/services intended to span the lifetime of the Plan.

The 2017-2021 Alpine Shire Council Plan was developed following the 2016 Election and was first adopted in June 2017, with a subsequent review in June 2018. Council elected to incorporate the Municipal Public Health and Wellbeing Plan (MPHWP) as part of the Council Plan, meaning that both s125(7) of the *Local Government Act 1989* (LG Act) and s26(4) and s27(2)(b) of the *Public Health and Wellbeing Act 2008* (PHW Act) must be considered when undertaking any reviews of the Council Plan.

Conducting an annual review of these plans is a requirement of each Act.



ISSUES

Council Plan

Proposed changes

In April 2019, Council resolved the following:

2. *The review proposes the following changes to the Alpine Shire Council Plan 2017-2021:*
 - a. *Update the Strategic Resource Plan to be consistent with the Long Term Financial Plan identified in the 2019/20 Budget (as adopted in June 2019); and*
 - b. *No other changes are currently proposed to the document.*

Other than the front cover page of the Council Plan being updated to reflect the 2019 review, and an update of the Deputy Mayor on page 8, no other changes have been subsequently proposed or made to the Council Plan document.

Requirement for Public Submissions

Section 125(9) of the LG Act only requires a public submission process to occur where there are proposed changes to the strategic objectives, strategies or strategic indicators within the Council Plan.

As there were no proposed changes to these items within the Council Plan, no public submission process was required in 2019.

Municipal Public Health and Wellbeing Plan

No change to the strategic direction or content of the MPHWP was proposed as part of the 2019 review.

POLICY IMPLICATIONS

The Council Plan is a key strategic document, required under section 125 of the *Local Government Act 1989*.

The MPHWP (as part of the Council Plan) is required under sections 26 and 27 of the *Public Health and Wellbeing Act 2008*.

FINANCIAL AND RESOURCE IMPLICATIONS

A small cost was required to update the SRP and the front page of the designed Council Plan document. This was accounted for in Council's annual budget.

CONSULTATION

Consultation occurred with Council officers and Councillors. No consultation with the community was required, as there were no intended modifications to the strategic objectives, strategies or strategic indicators within the Council Plan.

**CONCLUSION**

Councillors to note that public exhibition was not required for the proposed updates to the Council Plan. The 2019 review ensures that Council is compliant with both the *Local Government Act 1989* and the *Public Health and Wellbeing Act 2008*.

DECLARATION OF CONFLICT OF INTEREST

Under Section 80C of the *Local Government Act 1989*, the following officers declare that they have no interests to disclose in providing this report.

- Director Corporate
- Manager Corporate
- Governance Officer

ATTACHMENT(S)

- 8.1.4 Alpine Shire Council Plan 2017-2021 (review 2019), incorporating the Municipal Public Health and Wellbeing Plan.



4.1.5 Procurement Policy (Review 2019)

File Number: Policy Register

INTRODUCTION

The Procurement Policy is a key instrument that outlines the principles and standards for the purchase of all goods, services and works by the Council.

Under Section 186A of the *Local Government Act 1989* it must be reviewed at least once in each financial year.

The purpose of this report is to propose amendments to the Procurement Policy and seek Council's adoption of the revised Policy.

Cr Nicholas

Cr Pearce

That Council:

- 1. Note that the 2019 review of the Procurement Policy No. 089 has been completed;*
- 2. Revoke Alpine Shire Council Procurement Policy No. 089, Version 5;*
- 3. Adopt Alpine Shire Council Procurement Policy No. 089, Version 6; and*
- 4. Sign and seal Alpine Shire Council Procurement Policy No. 089 Version 6 at the appropriate time of the meeting.*

Carried

BACKGROUND

The Procurement Policy ("the Policy") is a key instrument in supporting Council in achieving best value outcomes. Each year the Policy is reviewed to ensure that it best supports Council's purchasing objectives, that it is clear and easy to understand, and that it is fit-for-purpose given the obligations it sets out for persons undertaking procurement on behalf of Council.

ISSUES

In 2018 the Policy was thoroughly reviewed and several clarifications made in relation to methods, thresholds and exemptions. Some consideration was also given to environmentally sustainable procurement and the general sustainability principles included in the policy were reviewed.

The 2019 review has substantially focused on further strengthening Council's approach to environmentally sustainable procurement. Key objectives include a) ensuring that Council is environmentally responsible in its purchasing practises and b) influencing the environmental practises of prospective vendors.

The review was conducted with reference to the "Sustainable Procurement Guide, Commonwealth of Australia 2018" produced by the Department of Environment and Energy, and with reference to the sustainable procurement practises of other Councils.



Proposed changes to the Policy in relation to environmentally sustainable procurement are as follows:

Environmental Sustainability Principles

The environmentally sustainable purchasing principles given in the Policy were aligned to the "Sustainable Procurement Guide, Commonwealth of Australia 2018" to ensure completeness and reflection of best practice.

Environmental Sustainability Assessment

It is proposed that a mandatory assessment of environmental sustainability impacts is introduced for all purchases over \$10,000. If there are no substantial environmental considerations worth noting, this is to be explicitly explained and justified in the supplier evaluation and recommendation.

Where there are environmental considerations, an environmental evaluation criterion is to be incorporated into the supplier evaluation. Policy Purpose

The prior policy statement and purpose sections have been combined and the text condensed for clarity and brevity.

The Policy has also been moved into Council's new policy template which involved several cosmetic and typographical changes. Besides from these minor changes, the following changes to the Policy are also proposed:

POLICY IMPLICATIONS

The Policy has been reviewed in accordance with Sections 186 and Section 186A of the *Local Government Act 1989*.

This recommendation is in accordance with the following Strategic Objective of the Council Plan:

A responsible and sustainable organisation.

FINANCIAL AND RESOURCE IMPLICATIONS

The Procurement Policy is a key instrument in ensuring that Council obtains best value outcomes for ratepayers.

CONSULTATION

The proposed Policy amendments have been based on consultation with senior Council officers including those substantially involved in complex procurements likely to benefit from the inclusion of environmentally sustainable criteria.

Practical guidelines as to environmental criteria may be developed and provided to staff to aid in consistency and ease of application.

**CONCLUSION**

Changes are proposed to the Procurement Policy, primarily to further strengthen Council's purchasing practises in relation to environmental sustainability. The amended Procurement Policy is presented for Council's consideration and adoption.

DECLARATION OF CONFLICT OF INTEREST

Under Section 80C of the *Local Government Act 1989*, the following officers declare that they have no interests to disclose in providing this report.

- Director Corporate
- Manager Corporate

ATTACHMENT(S)

- 4.1.5 Alpine Shire Council Procurement Policy No.089, Version 6



5 DOCUMENTS FOR SEALING

Cr Nicholas

Cr Knappstein

That the following documents be signed and sealed.

- 1. Alpine Shire Council Procurement Policy No. 089 Version 6.*

Carried

There being no further business the Chairperson declared the meeting closed at 5.13p.m

.....
Chairperson



COUNCIL ORDER

Dog Control

2 July 2019

Council Order – Dog Control

Made pursuant to s26(2) of the

Domestic Animals Act 1994

The *Domestic Animals Act 1994* (**Act**) allows Alpine Shire Council by resolution to make an Order that imposes conditions as to the management of dogs whilst in public places within the municipality.

Definitions

In this Order:

Owner: has the same meaning as in the Act; and

Public Place: has the same meaning as in the Summary Offences Act 1966, and includes all streets, roads, footways, reserves, lanes, parks, schools, public halls and markets.

1. Dogs must be under effective control at all times

Any dog present in any public place within the municipality must be under effective control.

A dog shall be deemed to be under effective control if:

- it returns to its owner or person in charge of the dog upon immediate command; or
- the owner or the person in charge of the dog retains a clear and unobstructed view of the dog and the dog is securely tethered; and
- it does not bother, attack, worry or interfere with any person or animal.

2. Designated on lead areas for dogs

Despite clause 1, any dog present in any of the public places shown hatched in the maps in the Schedule, must be restrained by means of a chain, cord or leash attached to the dog.

3. Declared dogs and Greyhounds

This Order does not override the provisions under the Act concerning declared Dangerous Dogs, declared Menacing Dogs, Restricted Breed Dogs and Greyhounds.

Date of Order: **2 July 2019**

**Council Order – Dog Control made pursuant to s26(2) of the
*Domestic Animals Act 1994***

This order is authorised by a resolution of the Alpine Shire Council on **2 July 2019**.

THE COMMON SEAL OF THE
ALPINE SHIRE COUNCIL was
Hereunto affixed this 2nd day of
July 2019 in the presence of:

.....

COUNCILLOR

.....

Name

.....

COUNCILLOR

.....

Name

.....

CHIEF EXECUTIVE OFFICER


.....

Name

Schedule

Refer to the following maps showing dog on lead areas.

Porepunkah

 Dogs on lead area



0 60 120 m

Coordinate System GDA94 MGA Zone 55

Created: 12/6/2019

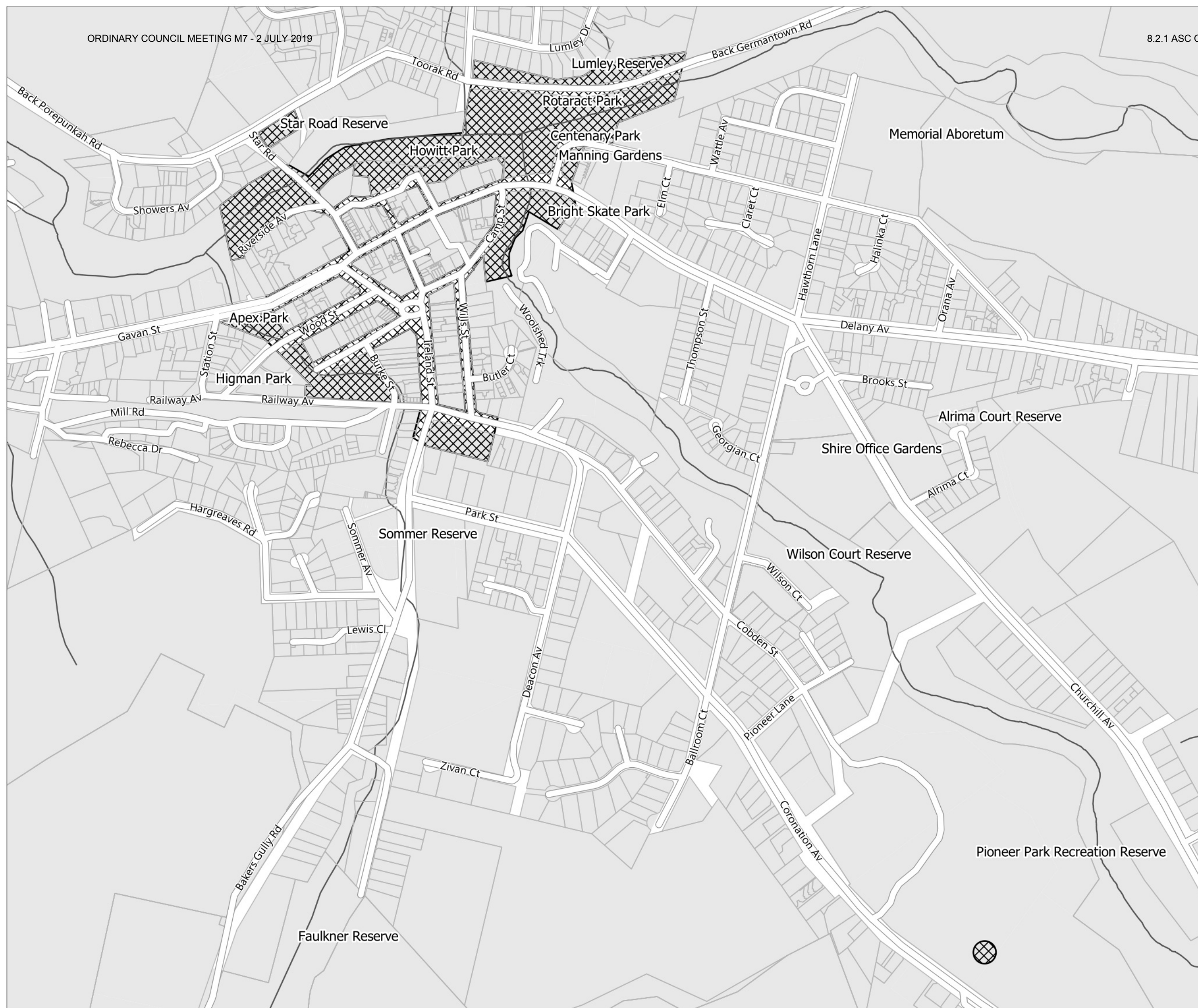
While every care is taken by Alpine Shire Council Land Victoria and the Department of Sustainability and Environment to ensure the accuracy of this data, Alpine Shire Council, Land Victoria and the Department of Sustainability and Environment jointly and severally make no representations or warranties about its accuracy, reliability, completeness or suitability for any particular purpose and disclaim all responsibility and all liability (including without limitation, liability in negligence) for all expenses, losses, damages (including indirect or consequential damage) and costs which may be incurred as a result of data being inaccurate or incomplete in any way and for any reason.




ALPINE
SHIRE COUNCIL

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Bright

 Dogs on lead area



0 160 320 m

Coordinate System GDA94 MGA Zone 55

Created: 12/6/2019

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ALPINE
SHIRE COUNCIL

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© Alpine Shire Council, 2019

Myrtleford

 Dogs on lead area



0 130 260 m

Coordinate System GDA94 MGA Zone 55

Created: 12/6/2019


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Mount Beauty

 Dogs on lead area



0 100 200 m

Coordinate System GDA94 MGA Zone 55

Created: 12/6/2019

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Dinner Plain

 Dogs on lead area

Great Alpine Rd

Great Alpine Rd

Dinner Plain Reserve

Horsehair Bend

Youngs Ln

Crook

Crisp Hill

Tea Bag Lane

Copee Lane

Big Myster Dr

Park Lane

Horseshoe Cr

Crystal Creek Lane

Tower Rd

Halter Lane

Sorrel Pt

Geebung Rd

Drybone Lane

Scrubbers End

Cattle Pen Dr



0 80 160 m

Coordinate System GDA94 MGA Zone 55

Created: 12/6/2019

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ALPINE
SHIRE COUNCIL

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© Alpine Shire Council, 2019

COUNCIL ORDER

Dog Control

2 July 2019

Council Order – Dog Control

Made pursuant to s26(2) of the

Domestic Animals Act 1994

The *Domestic Animals Act 1994* (**Act**) allows Alpine Shire Council by resolution to make an Order that imposes conditions as to the management of dogs whilst in public places within the municipality.

Definitions

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1. Dogs must be under effective control at all times

Any dog present in any public place within the municipality must be under effective control.

A dog shall be deemed to be under effective control if:

- it returns to its owner or person in charge of the dog upon immediate command; or
- the owner or the person in charge of the dog retains a clear and unobstructed view of the dog and the dog is securely tethered; and
- it does not bother, attack, worry or interfere with any person or animal.

2. Designated on lead areas for dogs

Despite clause 1, any dog present in any of the public places shown hatched in the maps in the Schedule, must be restrained by means of a chain, cord or leash attached to the dog.

3. Declared dogs and Greyhounds

This Order does not override the provisions under the Act concerning declared Dangerous Dogs, declared Menacing Dogs, Restricted Breed Dogs and Greyhounds.

Date of Order: **2 July 2019**

**Council Order – Dog Control made pursuant to s26(2) of the
*Domestic Animals Act 1994***

This order is authorised by a resolution of the Alpine Shire Council on **2 July 2019**.

THE COMMON SEAL OF THE
ALPINE SHIRE COUNCIL was
Hereunto affixed this 2nd day of
July 2019 in the presence of:

.....

COUNCILLOR

.....

Name

.....

COUNCILLOR

.....

Name

.....

CHIEF EXECUTIVE OFFICER

.....

Name

Schedule

Refer to the following maps showing dog on lead areas.



INSTRUMENT OF APPOINTMENT AND
AUTHORISATION

Planning Officer

2 July 2019

Instrument of Appointment and Authorisation *(Planning and Environment Act 1987)*

In this instrument "**officer**" means -

OFFICER	TITLE	NAME
PO	Planning Officer	Alex DUNCAN

By this instrument of appointment and authorisation Alpine Shire Council -

1. under section 147(4) of the *Planning and Environment Act 1987* - appoints the **PO** to be an authorised officer for the purposes of the *Planning and Environment Act 1987* and the regulations made under that Act.

It is declared that this instrument -

- a) comes into force immediately upon its execution;
- b) remains in force until varied or revoked.

This instrument is authorised by a resolution of the Alpine Shire Council on **2 July 2019**.

THE COMMON SEAL OF THE
ALPINE SHIRE COUNCIL was
Hereunto affixed this 2nd day of
July 2019 in the presence of:

.....
COUNCILLOR

.....
Name

.....
COUNCILLOR

.....
Name

.....
CHIEF EXECUTIVE OFFICER

.....
Name



INSTRUMENT OF APPOINTMENT AND
AUTHORISATION

Planning Coordinator

2 July 2019

Instrument of Appointment and Authorisation *(Planning and Environment Act 1987)*

In this instrument "**officer**" means -

OFFICER	TITLE	NAME
PC	Planning Coordinator	Sam PORTER

By this instrument of appointment and authorisation Alpine Shire Council -

1. under section 147(4) of the *Planning and Environment Act 1987* - appoints the **PC** to be an authorised officer for the purposes of the *Planning and Environment Act 1987* and the regulations made under that Act; and
2. under section 232 of the *Local Government Act 1989* authorises the **PC** generally to institute proceedings for offences against the Acts and regulations described in this instrument.

It is declared that this instrument -

- a) comes into force immediately upon its execution;
- b) remains in force until varied or revoked.

This instrument is authorised by a resolution of the Alpine Shire Council on **2 July 2019**.

THE COMMON SEAL OF THE
ALPINE SHIRE COUNCIL was
Hereunto affixed this 2nd day of
July 2019 in the presence of:

.....

COUNCILLOR

.....

Name

.....

COUNCILLOR

.....

CHIEF EXECUTIVE OFFICER

.....

Name

.....

Name



Evaluation of identified errors for the Mount Beauty Aerodrome - SUZ5	
Stakeholder Comments	Officer Response
<p>37.01 - Schedule 5-4.0 Buildings and works requirement "Buildings and all parts of the building (including aerials, air vents and the like) must be no more than 6m above ground level of the centreline of the runway at right angles to where the building is erected"</p> <p>Comment <i>This guideline was a late inclusion during the panel process, is poorly worded and difficult to interpret. It could be interpreted to propose a 6 meter height limit on all buildings within the SUZ. This would be inconsistent with permits previously granted within the SUZ, and there are already several established buildings far exceeding 6m in height. The application of building height restrictions relating to the Transition Surface should in practice, only affect those lots having a common boundary with the Aerodrome, however buildings within the proposed building envelope on these lots, could still be well above 6m in height without breaching the Transition Surface. Height restrictions for the SUZ relating to the Transitional Surface detailed in the Mount Beauty Aerodrome Master Plan are appropriate, and this issue is covered by the guideline below. The above guideline creates confusion and should be removed.</i></p> <p>Comment <i>There is an application requirement for a Construction Management plan on ex landfill when no development is proposed there. Whilst there is not going to be a trigger for this, the requirement is redundant and should be removed.</i></p>	<p>Agreed. This clause is a misinterpretation of the 2011 Mt Beauty Aerodrome Master Plan Report and did not form part of the original exhibited amendment. It is considered that the true intention was to establish a building setback at which point a maximum height of 6m would be applied, 6m being the height that results. However, it is also considered that it was the intention that the <i>Mount Beauty Aerodrome Obstacle Limitation Surfaces forming Annex 2 part of the Mt Beauty Aerodrome Master Plan 2011</i> would thereafter form the maximum height limit and that this should have been applied as part of the clause.</p> <p>The dot point should be replaced with the following two dot points: 37.01 - Schedule 5-4.0 Buildings and works requirement</p> <ul style="list-style-type: none"> • <i>All buildings must be setback at least 60m from the centreline of the runway</i> • <i>All buildings and all parts of buildings (including aerials, air vents and the like) to be erected must not impinge into the approved Mount Beauty Aerodrome Obstacle Limitation Surfaces forming Annex 2 part of the Mt Beauty Aerodrome Master Plan 2011</i> <p>Agreed. The landfill is not within the SUZ 5 area, the identified buffer does not extend to the SUZ5 area and no development is proposed on the land. The last bullet point under "Application requirements" should be deleted from the Schedule.</p>

<p>1.0 Section 2 - Permit required</p> <p>Uses Fuel depot Must be within Precinct 2 Function centre Heliport Industry (other than Transfer station and Refuse disposal)</p> <p>Comment <i>Clearly the above uses should also be allowed within precinct 3. This appears to be a typing error as both precincts were included in earlier drafts.</i></p> <p>1.0 Section 2 - Permit required</p> <p>Uses Fuel depot Must be within Precinct 2 Function centre Heliport Industry (other than Transfer station and Refuse disposal)</p> <p>Comment <i>Clearly the above uses should also be allowed within precinct 3. This appears to be a typing error as both precincts were included in earlier drafts.</i></p>	<p>Agreed. This is a clear error and the current provisions contradict the objectives for the use of Precinct 3. Replace <i>"Must be within Precinct 2"</i> with <i>"Must be within Precinct 2 or 3"</i></p>
<p>2.0 Use of land</p> <p>Objectives Precinct 2 – Airpark Mixed Use Area</p> <ul style="list-style-type: none"> • To provide a buffer between the Mount Beauty Waste Water Treatment Plant and to make the community aware of odour emissions emanating from the treatment plant. <p>Comment <i>There are no areas of Precinct 2 that lie within the odour buffer zone adopted by the Panel. This objective is therefore not relevant and should be removed.</i></p>	<p>Agreed. Remove the last bullet point under "Precinct 2 – Airpark Mixed Use Area"</p>

<p>Precinct 3- Airpark Business Area</p> <ul style="list-style-type: none"> • To provide a buffer between the Mount Beauty Waste Water Treatment Plant and to make the community aware of odour emissions emanating from the treatment plant. <p>Comment <i>Only a small portion of Precinct 3 lies within the odour buffer zone adopted by the Panel. Odour emission issues from the Mount Beauty Waste Water Treatment Plant are addressed elsewhere in the Schedule. It is therefore not appropriate to attribute this as an objective of land use for the Precinct and this objective should be removed.</i></p>	<p>Agreed in part. Part of the land is within the buffer and it is appropriate that be specifically mentioned to flag its consideration in the planning application process. The provision can however be reworded as below:</p> <p><i>“For that part of the land within the buffer to the Mount Beauty Wastewater Treatment Plant, to ensure awareness of odour emissions emanating from the treatment plant.”</i></p>
<p>3.0 Subdivision Application requirements For land within the former landfill buffer, a Construction Management Plan must be prepared which includes procedures to ensure the air quality of trenches, pits or basements is protective of human health.</p> <p>Comment <i>As a result of Panel Report, the SUZ does not include land affected by the former landfill. This requirement is therefore not relevant and should be removed.</i></p>	<p>Agreed. The landfill is not within the SUZ5 area, the identified buffer does not extend to the SUZ5 area and no development is proposed on the land. The provision should be removed.</p>
<ul style="list-style-type: none"> • Buildings, trees and structures must not breach the Transition Surface Area shown on Figure 1. <p>Comment <i>Figure 1, as currently displayed within Schedule 5 of the SUZ shows the Mount Beauty Air Park Master Plan. There is no attachment showing the Transition Surface Area. This is an important omission from the Schedule and needs to be addressed. The Transition Surface details are contained at 4.1 within of the Mount Beauty Aerodrome Master Plan dated January 2011. The Transition Surface commences 30m from the centerline of the runway and slopes upward at 20% or 1:5 to a height of 45m.</i></p>	<p>Agreed. In addition there is a double reference to Figure 1, the first refers to the Mount Beauty Air Park Precinct Plan (2016) and the second to the 2011 Mt Beauty Aerodrome Master Plan Report Transition Surface Area Plan.</p> <p>It is appropriate to replace this provision with the following:</p> <ul style="list-style-type: none"> • <i>Buildings, trees and structures must not breach the Transition Surface Area shown in Annex 2 of the Mt Beauty Aerodrome Master Plan Report 2011.</i>

<ul style="list-style-type: none">• Buildings to incorporate noise attenuation measures. <p>Comment This guideline has been listed twice.</p>	<p>Agreed. Delete second reference.</p>
<ul style="list-style-type: none">• For land within the former landfill buffer, a Construction Management Plan must be prepared which includes procedures to ensure the air quality of trenches, pits or basements is protective of human health. <p>Comment As a result of the Panel Report, the SUZ does not include land affected by the former landfill. This guideline is therefore not relevant and should be removed.</p>	<p>Agreed. The landfill is not within the SUZ 5 area, the identified buffer does not extend to the SUZ5 area and no development is proposed on the land. The last bullet point under “Design Guidelines” should be deleted from the Schedule.</p>

Aerial photograph identifying Himalayan Oak in Bright Cemetery

Figure 1- Extract of Heritage Overlay showing current Schedules

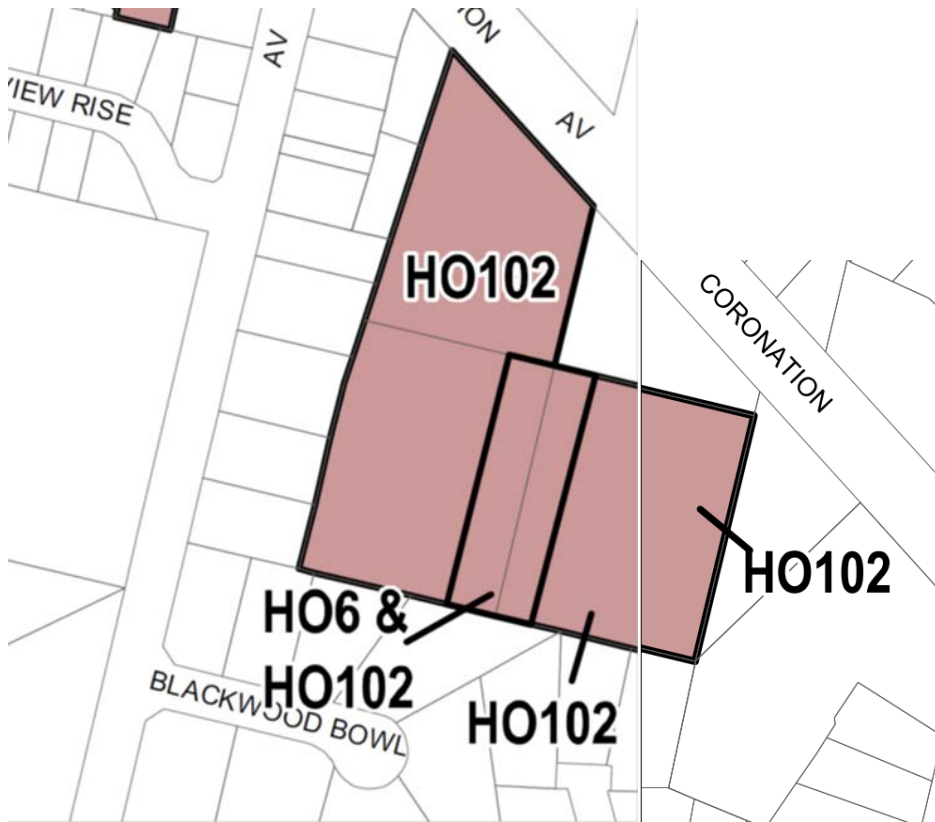


Figure 2 - Location of National Trust Listed Himalayan Oak



8.2.6(c) Current zoning plan of the Bright Golf Course

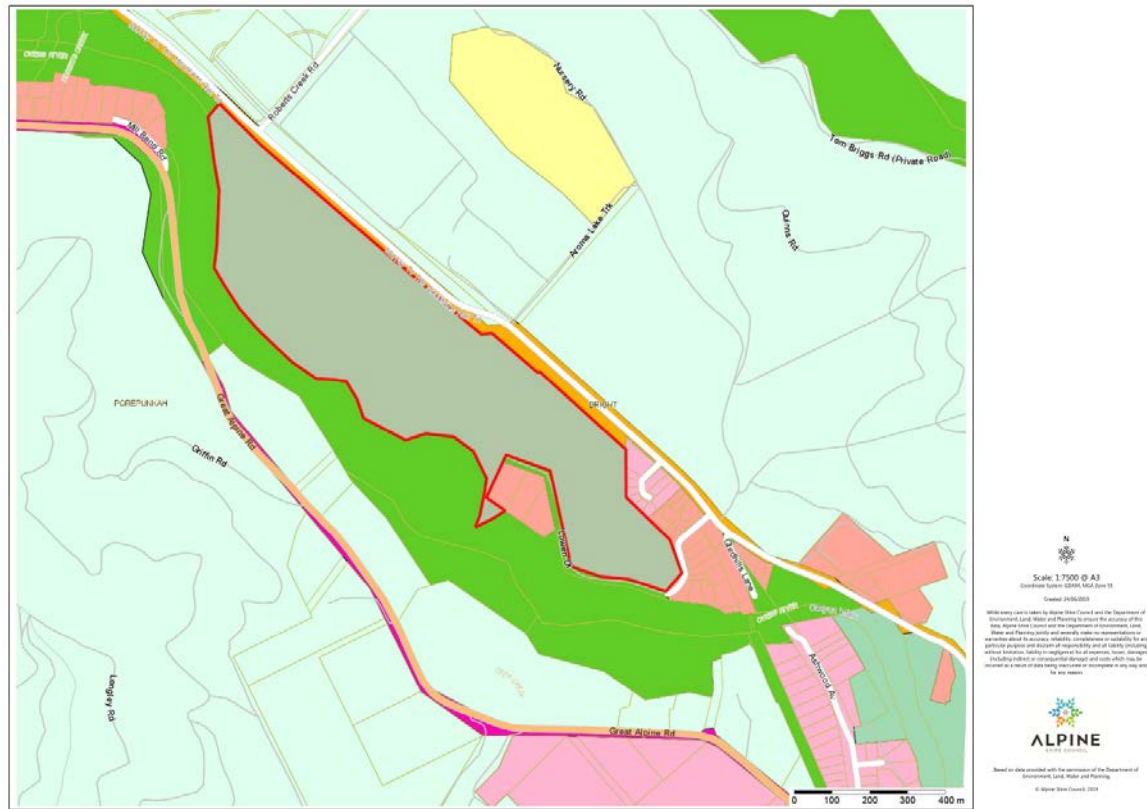


Figure 1- Location of Bright Golf Course (outlined in red) within a Public Recreation and Resource Zone

Meeting Title: Briefing Session
Date: 28 May 2019
Location: Committee Room, Bright Office
Start Time: 3.00pm
Chairperson: Cr Ron Janas, Mayor

Councillor and staff attendees:

Name	Position	Name	Position
Cr Ron Janas	Mayor	Charlie Bird	Chief Executive Officer
Cr Sarah Nicholas	Deputy Mayor	Will Jeremy	Director Assets
Cr Tony Keeble	Councillor	Nathalie Cooke	Director Corporate
Cr Daryl Pearce	Councillor		
Cr Kitty Knappstein	Councillor		

Councillor and staff apologies:

Name	Position
Cr John Forsyth	Councillor
Cr Peter Roper	Councillor

1. Conflict of interest disclosures

Nil

2. Record of Councillors that have disclosed a conflict of interest leaving the assembly

Nil

3. Matters considered

- Councillor only time
- Procurement Policy
- Policies for Adoption
- Hearing of Submissions
- Councillor Reimbursement of Expenses Policy
- Dinner Plain Design Guidelines
- Ordinary Council Meeting Agenda review

Meeting Title: Briefing Session
Date: 4 June 2019
Location: Committee Room, Bright Office
Start Time: 5.00pm
Chairperson: Cr Ron Janas, Mayor

Councillor and staff attendees:

Name	Position	Name	Position
Cr Ron Janas	Mayor	Charlie Bird	Chief Executive Officer
Cr Sarah Nicholas	Deputy Mayor	Will Jeremy	Director Assets
Cr Tony Keeble	Councillor	Nathalie Cooke	Director Corporate
Cr Daryl Pearce	Councillor		
Cr Kitty Knappstein	Councillor		

Councillor and staff apologies:

Name	Position
Cr Peter Roper	Councillor
Cr John Forsyth	Councillor

1. Conflict of interest disclosures

Nil

2. Record of Councillors that have disclosed a conflict of interest leaving the assembly

Nil

3. Matters considered

- Final proposed draft Budget and impact on Long Term Financial Plan
- Procurement Policy
- Ordinary Council Meeting Agenda Review

Meeting Title: Briefing Session
Date: 18 June 2019
Location: Bright Committee Room
Start Time: 3.00pm
Chairperson: Cr Ron Janas, Mayor

Councillor and staff attendees:

Name	Position	Name	Position
Cr Ron Janas	Mayor	Charlie Bird	Chief Executive Officer
Cr Sarah Nicholas	Deputy Mayor	Will Jeremy	Director Assets
Cr Tony Keeble	Councillor	Nathalie Cooke	Director Corporate
Cr Daryl Pearce	Councillor		
Cr Kitty Knappstein	Councillor		
Cr Peter Roper	Councillor		

Councillor and staff apologies:

Name	Position
Cr John Forsyth	Councillor
Cr Tony Keeble	Councillor

1. Conflict of interest disclosures

Nil

2. Record of Councillors that have disclosed a conflict of interest leaving the assembly

Nil

3. Matters considered

- External Presentation : Brighter Days
- Special Council Meeting Agenda Review
- Planning Scheme Amendment
- Website update
- Local Laws Review (next steps)
- Pools tender outcome