



Alpine Shire

ORDINARY COUNCIL MEETING

MINUTES

M1 – 7 February 2017

Bright Council Chambers

7:00pm



The next **Ordinary Meeting** of the **Alpine Shire Council** was held in the Council Chambers, Great Alpine Road, Bright on **7 February 2017** and commenced at **7:00pm**.

PRESENT

COUNCILLORS

Cr John Forsyth

Cr Tony Keeble – Deputy Mayor

Cr Ron Janas – Mayor

Cr Kitty Knappstein

Cr Sarah Nicholas

Cr Peter Roper

Cr Daryl Pearce

OFFICERS

Mr Dave Barry – Chief Executive Officer

Mr Charlie Bird – Director Assets

APOLOGIES

Nil



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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 – M13 – 6 DECEMBER 2016

Cr Roper

Cr Nicholas

That the minutes of Ordinary Council Meeting M13 held on 6 December 2016 as circulated be confirmed

Carried

3.2 SPECIAL COUNCIL MEETING – SPM14 – 20 DECEMBER 2016

Cr Roper

Cr Forsyth

That the minutes of Special Council Meeting M14 held on 20 December 2016 as circulated be confirmed.

Carried



4 APOLOGIES

Nil

5 OBITUARIES / CONGRATULATIONS

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

6 DECLARATIONS BY COUNCILLORS OF CONFLICT OF INTEREST

Nil

7 QUESTION TIME

Questions on Notice will be limited to items on the Council Agenda.

Only two questions will be allowed per agenda items.

Questions on Notice can be written or from the floor and must relate to agenda items.

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

**8 PRESENTATION OF REPORTS BY OFFICERS****8.1 CHIEF EXECUTIVE OFFICER – DAVE BARRY****8.1.1 Contracts approved by the CEO***Cr Roper**Cr Keeble**That the Contracts approved by the CEO be noted.*

Contract No:	CQ 16/037	Process:	Request for Quotation
Title:	Dinner Plain concrete repairs and pit lid replacement		
Tenderer:	Bright Concreting		
\$ (inc. GST):	\$59,048		
Funding:	Works funded by 2016/17 project budget.		

Carried



8.1.2 Quarterly Report - Council Plan

File Number: SU600.03

INTRODUCTION

This report provides the second quarterly report against the Alpine Shire Council Plan 2013-2017 (review 2016).

Cr Nicholas

Cr Keeble

That the Alpine Shire Council Plan Quarterly Report ending 31 December 2016 be received and noted.

Carried

BACKGROUND

Council Plan development

The Alpine Shire Council Plan 2013–2017 was developed following the election of the Council in October 2012. The Council Plan outlines the strategic objectives and strategies that were used to achieve the Council's adopted direction for the four year term of the plan.

The Council Plan must be reviewed annually to determine if any adjustments are necessary. No adjustments were made in the 2016 review. The 2016/17 annual action plan specifies what activities Council will undertake during the year to fulfil the Council Plan.

A new Council Plan must be prepared following the 2016 Council Elections. This plan will commence in the 2017/18 financial year.

ISSUES

The annual action plan details the Council Plan commitments that have been budgeted in 2016/17, and it is the annual action plan that this quarterly report provides progress against.

HIGHLIGHTS

Inspired Community Leadership

- Council initiated response to the floods experienced in the Ovens Valley during October. As well as operating a relief centre, Council's asset maintenance teams monitored and reinstated assets damaged by the floods.

Enhancing the Environment and Liveability

- Work on the Victorian Adaptation and Sustainability Partnership project has included showcase gardens, additional signage, and content for the website. The showcase gardens feature design and plant species that improve the resilience of those spaces to climate change impacts.

**Strengthening the Community**

- The 'Engage' project has coordinated: Youth Awards run by a volunteer youth committee; entrepreneur guest speakers presenting to Alpine Shire secondary schools; 50 secondary students from across the Shire attending "Hallogen". The "Careers" day expo involving all schools and presentations by entrepreneurs will be delivered in Q3.

Prosperous Economy, Employment And Investment

- The Spartan Trifecta event was delivered over the weekend of 26/27 November 2016. A total of 3,400 event registrations were received pre-event with another 250 occurring on the event weekend. This estimated economic value of this event for the Alpine Shire was \$2.3million.

Performance Focused Organisation

- Council continues to improve workflows and practices. This includes the current trialling of new software, as well as the purchase of new road maintenance plant and equipment.

POLICY IMPLICATIONS

The Council Plan is a specific requirement of the *Local Government Act 1989*, and is a guiding document for Council. While quarterly reporting against the Council Plan is not a specific requirement of the Act, Council has elected to continue to report to the community regarding its progress throughout the year.

The Council Plan, annual action plan and Budget identify and commit Council to the completion of specific initiatives each year.

FINANCIAL AND RESOURCE IMPLICATIONS

The Strategic Resource Plan and annual Budget are developed and adopted to provide the finance and resources required for the programs and projects outlined and reported against in this quarterly Council Plan report.

CONSULTATION

The Council Plan is subject to public exhibition each year prior to being adopted by Council. As part of the annual review of the Council Plan, any changes to the initiatives are also subject to public exhibition.

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

Council's annual Budget is also publicly exhibited and submissions called for prior to its consideration and adoption by Council.

CONCLUSION

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



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:

- Governance Officer

ATTACHMENT(S)

- 8.1.2 Alpine Shire Council Quarterly Report - ending 31 December 2016.



8.1.3 Audit Committee Meeting Minutes – September and December 2016

File Number: 0900.06

INTRODUCTION

The purpose of this report is to present the minutes of the 6 September 2016 and 13 December 2016 Audit Committee meetings to Council.

Meeting held 6 September 2016

Key items presented to and considered by the Committee at this meeting were:

- 2015/16 Annual Financial Report (Draft);
- 2015/16 Annual Performance Statement;

Meeting held 13 December 2016

Key items presented to and considered by the Committee at this meeting were:

- Cash handling and credit card internal audit;
- Audit Committee self-assessment;
- Information technology update;
- Health and safety report;
- Victorian Auditor General's report on audit committee governance and IT financial systems

Cr Knappstein

Cr Roper

That:

- 1. The minutes of the 6 September 2016 Audit Committee meeting be received and noted.*
- 2. The minutes of the 13 December 2016 Audit Committee meeting be received and noted.*
- 3. The confidential 2016/2017 year to date 30 November 2016 Health and Safety Report be adopted.*

Carried

BACKGROUND

September 2016 meeting

External auditor

The Audit Committee met with Kathy Teasdale, Audit Partner, Richmond Sinnott Delahunty Pty Ltd to discuss the 2015/2016 year-end financial audit results, the performance statement and closing report.

2015/2016 Annual Financial Report



The Committee noted and endorsed the draft 2015/16 annual financial report for adoption in principle by Council.

Annual Performance Statement

The Committee endorsed in principle the 2015/16 annual performance statement for adoption by Council.

December 2016 meeting

Cash handling and credit card internal audit

Council appointed Johnsons MME to undertake an audit to review, assess and test Council's internal control procedures over its:

- cash receipting functions to ensure that all cash is receipted, recorded and banked in accordance with Council's policies and procedures, and
- cash security and bank accounts to ensure cash is securely stored, banked and reconciled in a timely manner.

The audit was completed during November 2016.

The audit revealed that Council had robust processes in place for both cash handling and the use of credit cards and that the introduction of VEND point of sale system had improved off-site handling of cash.

Audit Committee self-assessment

The Audit Committee Charter requires the Committee to undertake an annual self-assessment survey. This process is important to ensure the Committee is fulfilling its responsibilities to Council and allows for members to identify any areas for improvement. The results of the annual self-assessment highlighted the Committee's satisfaction with its overall performance (100%), and the conduct of its meetings (100%) Noted areas for improvement included developing an internal audit program and improving risk management processes.

Information technology (IT) update

The Committee was provided with an update of IT within the organisation including the infrastructure upgrade which took place in September 2016 and issues experienced during and post the upgrade.

Health and safety report - confidential

The Committee reviewed the 2016/17 year to date Health and Safety Report (Confidential). The first five months of the financial year saw health and safety event reporting consistent with previous years, a focus on mandatory training and review of designated work groups and health and safety representatives.

Victorian Auditor General's report on audit committee governance and IT financial systems

The Victorian Auditor General's office released two reports during 2016 relevant to Council's operations and that of the Audit Committee, the Financial Systems Controls Report 2015-16, November 2016 and Audit Committee Governance, August 2016 respectively.



An overview of Council's compliance with the Auditor General's recommendations was provided to the Committee with sound compliance in both instances.

IMPLICATIONS

Council complies with the following sections of the Local Government Act 1989:

- Section 139 requires Council to have an audit committee and act within the guidelines made by the minister for Audit Committees.
- Section 136 requires Council to implement the principles of sound financial management.

This report is consistent with the following strategic documents:

Council Plan 2013-2017 (2016 Review)	
Theme 5: Performance Focused Organisation	
Strategic Objective 5.2	To manage resources well to ensure sustainability
Strategic Objective 5.3	To support people and business practices
Strategic Objective 5.4	To ensure a high standard of governance
2016/17 Budget	
Section 2.5	Performance focused organisation

CONCLUSION

The Audit Committee, being satisfied with the detail provided in the agenda and the officer reports, recommends Council adopt the detailed resolutions.

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
- Manager Corporate (Acting)
- Health, Safety and Risk Officer

ATTACHMENT(S)

- 8.1.3 (a) Audit Committee Meeting Minutes, 6 September 2016
- 8.1.3 (b) Audit Committee Meeting Minutes, 13 December 2016



8.2 DIRECTOR ASSETS – CHARLIE BIRD

8.2.1 Contract 1608101 Civil Works - Alpine Events Park

File Number: 01780.87.00

INTRODUCTION

This report relates to the award of a Contract 1608101 - Civil Works at Pioneer Park as part of the Alpine Events Park project. This includes the delivery of underground infrastructure, internal trails, roads and parking.

Cr Roper

Cr Pearce

That Council award Contract Number 1608101 – Civil Works – Alpine Events Park to North East Civil Construction for the lump sum price of \$463,307 + GST subject to Crown Land Manager consent.

Carried

BACKGROUND

In May 2015, Council was awarded grant funding of \$1.87m from the Commonwealth Department of Infrastructure and Regional Development's National Stronger Regions Fund for the redevelopment of Pioneer Park into the Alpine Events Park (AEP). A further \$1.87m has been committed by Council bringing the total funding to \$3.74m.

The project will deliver a scalable outdoor precinct capable of hosting events large and small with the aim of increasing economic development in the region. The project is being delivered across four financial years, between 2015/16 and 2018/19.

The drainage, roads, parking and underground services form the civil works component of the project, which is the focus of this report. Detailed design was completed in November 2016, and the work was subsequently tendered.

The invitation to tender was advertised in the Alpine Observer and Border Mail on 14 December 2016, and on the Tenders.net and Alpine Shire Council websites.

The Tender documents were downloaded by 23 prospective Tenderers, and three submissions were received.

EVALUATION

- The key selection criteria listed in the Invitation to Tender are:
- Price
- Qualifications and previous performance
- Delivery
- Social

The evaluation panel consisted of the Director Assets, Manager Asset Development, Manager Asset Maintenance, Engineering Coordinator and the Project Manager.



ISSUES

Pioneer Park Recreation Reserve is made up of a number of parcels of Crown land controlled by the Department of Environment, Land, Water and Planning (DELWP). Alpine Shire Council has been appointed as Committee of Management over these parcels of Crown land by DELWP. The approval of DELWP is required prior to the civil works commencing, and this approval is currently being sought.

POLICY IMPLICATIONS

The tender was advertised and evaluated according to Council's Procurement Policy.

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

- 4.1 - To effectively plan and deliver strategic and major projects.

FINANCIAL AND RESOURCE IMPLICATIONS

The AEP project is jointly funded by Alpine Shire Council (\$1.87m) and the Commonwealth Department of Infrastructure and Regional Development's National Stronger Regions Fund (\$1.87m).

Including design costs, there is sufficient budget to deliver the scope of the civil works contract (underground infrastructure, internal trails, roads and parking).

CONSULTATION

A Community Working Group (CWG) was established at the commencement of the project, comprising representatives from each of the key groups utilising Pioneer Park. In collaboration between the CWG and Alpine Shire Council Project Team, a masterplan for the Alpine Events Park was completed in August 2016. The masterplan defined the location of the utility services, internal roads, footpath and car parking.

The draft masterplan was placed on public display for two weeks from 15 August 2016 to 29 August 2016, with copies displayed in the Council offices, Bright Library, on Council's website, and circulated to each member of the CWG.

Detailed civil engineering was progressed based upon the approved master plan, and copies of the civil engineering documents were made available to both the CWG and Project Team for comment prior to Tenders being issued.

During construction, access and use of the park will be interrupted. Feedback has been sought from all members of the CWG on their calendar of events planned in Pioneer Park, and a construction window for the civil works has been identified which aims to avoid major events, and minimise disruption to users of the park.

Consultation with user groups will continue throughout the delivery of the civil works.

**CONCLUSION**

Following a comprehensive Tender evaluation assessment, interviews and reference checks, the Tender from North East Civil Construction is considered to present the best value option for Council.

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 Assets
- Manager Asset Development
- Manager Asset Maintenance
- Engineering Coordinator
- Project Manager

ATTACHMENT(S)

- Nil



8.2.2 Petition - Alpine Better Places Bright

File Number: 1780.78

INTRODUCTION

This report is to inform Council and provide response to a petition tabled at the December 2016 Council Meeting in relation to the proposed works to be undertaken in the Mafeking Square Precinct under the Alpine Better Places project.

Cr Keeble

Cr Nicholas

That Council:

- 1. Note the petition received from the community and the decision to proceed with the award of the primary works contract for the Mafeking Square Precinct.*

Carried

BACKGROUND

A petition was tabled at the December 2016 Council meeting in relation to concerns from Bright town centre traders regarding the proposed works to occur in the Mafeking Square Precinct under the Alpine Better Places Project. The proponent was concerned about the award of the primary works contract at the December 2016 Council Meeting which would enable the project works to commence on site on Monday 30 January 2017.

The petition with 59 signatures was received 6 December 2016 with the wording:

Alpine Better Places Bright

Do you agree with the proposed changes to the Mafeking Square Precinct in their current form?

Of the 59 signatures received, all but one of the signatories wrote 'no'.

The proponent, as well as a number of the signatories, were present at the December 2016 Council Meeting. The proponent presented their concerns to Council which are summarised as follows:

- The process feels rushed and there has been no consultation received around the recent plans, which indicate the inclusion of the area west of Mafeking Square;
- The extent of the memorial should be constrained to the clock tower;
- Mafeking Square in its current form works well and the proposed changes will prevent the hosting of festivals and other events in the precinct; and
- The construction works will be disruptive to the town centre traders and require the removal of mature trees.



ISSUES

The redevelopment of Mafeking Square has been under consideration since 2001. From 2001 until 2012, various concepts were investigated and the community consulted, before Council adopted a Concept Plan for the precinct at the August 2012 Council Meeting. Documentation of these works was completed in 2012, however the project did not proceed at the time due to lack of funding.

In late 2014, Council commenced the Alpine Better Places Project which was undertaken as follows:

- Nov 2014 – Alpine Better Places project commenced.
- March 2015 – Our Town community workshops to determine priority projects (30 attended in Bright).
- June 2015 – Day of Design community workshops (30 attended in Bright).
- Nov/Dec 2015 – Draft detailed concept designs went on public exhibition for comment.
- 16 Dec 2015 – Submissions closed. 14 formal submissions received resulting in minor changes to the plans.
- March 2016 - The final Alpine Better Places detailed concept designs were adopted by Council.

The final detailed concept plan for the Mafeking Square Precinct was very similar to the concept adopted by Council in June 2012.

In July 2016 Council adopted a budget of \$1,475,000 to undertake the Mafeking Square Precinct works.

Documentation progressed for the works and through further consultation it was determined that the inclusion of Mafeking Square West was important, so that the entire precinct could be finished to a high standard. A concept for the newly included area was tabled at the July 2016 public information and drop-in session and feedback sought. Comments were then addressed and considered in the final documentation plans in preparation for tendering the works so that construction could commence Monday 30 January 2017.

If the primary works contract was not awarded in December 2016, the award of the contract would be delayed until the February 2017 Council meeting. This would push the works into the wet winter period which is not recommended. The works could commence in spring, however Bright hosts a great number of events during this period. Equally, summer is a busy event period and Bright's busiest tourist period. The most suitable window for construction would therefore be the following autumn in 2018.

Bright's war memorial, known as Mafeking Square includes the clock tower and immediate surrounds and is defined by the existing outer ring of bollards. This area was recently included on the Alpine Shire's Schedule to the Heritage Overlay as a listed heritage place with local significance.



Although Mafeking Square is a useful space for events and markets, The square is very open and exposed, with no seating, shade or protection from the sun and surrounding vehicles. The inclusion of seating walls, low planting and trees will provide this space with shade and protection from vehicles and encourage people to use this space during non-event times. The walls, in combination with removable bollards, will also protect the space from unauthorised access. The Bright RSL Sub-branch has stated that they object to the hosting of commercial events on the Square, however they do not object to community events being held. In recognition of the loss of existing event space on the square itself, Council has ensured that the new open space in front of the Uniting Church remain open and unencumbered, enabling it to host events once completed.

The construction works will be disruptive to all business owners and visitors to the town centre. Council Officers have considered this carefully in the assessment of tender submissions. It is proposed that the works period be as short as possible and also be staged. Night road works will be undertaken wherever possible and reasonable under the contract. This will reduce the time period of disturbance, as well as stagger the disruption across the precinct. Council Officers and the contractor will also continue to work with individual business owners to understand each business' unique requirements.

Council highly values mature trees and recognise that they are important assets which contribute significantly to the Shire. We consider any tree removal very carefully before proceeding as we understand that the amenity they provide takes many years to regain. Unfortunately the removal of four trees is required to enable the realignment of Ireland Street and the installation of stormwater drainage. Twelve semi-advanced trees will be re-planted in the precinct. The replacement stock will be the largest we can source and all will be in excess of three metres tall.

POLICY IMPLICATIONS

Nil

FINANCIAL AND RESOURCE IMPLICATIONS

In June 2016, Council adopted a total budget of \$1,475,000 to implement the Bright (Stage 1 - Mafeking Square Precinct) works. Council has also entered into a funding agreement with the Victorian State Government, valued at \$500,000, for the implementation of these works. The funding agreement obliges Council to commence these works in early 2017.

If the works did not commence Monday 30 January 2017 then the adopted budget could not be expended in the 2016/17 financial year. Council would also be required to negotiate a variation to the funding agreement with the State Government. This would create a poor perception of Council's ability to deliver projects and place it in risk of receiving funding for future projects.



CONSULTATION

Council has consulted extensively with internal and external stakeholders, all relevant authorities and the community on the development of the Alpine Better Places detailed concept plans.

Throughout the detailed design and documentation phase Council has continued to engage with all stakeholders, as well as the broader community. Questionnaires have been distributed to all directly impacted stakeholders, drop-in and information sessions have been held and project updates distributed via email and on Council's website and Facebook page. The implementation of the project stakeholder and communication plan will continue throughout the duration of the project.

CONCLUSION

Consultation regarding the upgrade of the Mafeking Square Precinct commenced in 2001 and has been exhaustive in recent years. The works proposed to be implemented under the primary works contract are largely consistent with those adopted by Council in June 2012. The existing space in the Square currently used for events, will be replaced by the open space area proposed in front of the Uniting Church on the west side of Ireland Street. Council has chosen the autumn period for construction to avoid the wet weather as well as the peak tourism and event period in Bright. This will minimise the construction period and the disruption to the town centre.

At the December 2016 Council meeting, Councillors awarded the primary works contract taking into consideration the concerns raised by the petition proponent and other petition signatories, the extensive consultation undertaken and funding from the State Government.

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 Assets
- Project Officer



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 Roper

Cr Nicholas

That the summary of the Assemblies of Councillor for December 2016 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
6 December	Briefing Session
20 December	Briefing Session

ATTACHMENT(S)

- 9.0 Assemblies of Councillors – December 2016



10 PRESENTATION OF REPORTS BY DELEGATES

INTRODUCTION

Councillor representation on various committees occurs where Council has an interest. Delegate reports contain information about meetings attended, and the outcomes of those meetings that affect Council.

It be noted that no reports by delegates be received.

BACKGROUND

The written records of the delegates reports held during the previous month are summarised below. Detailed delegates reports can be found in Attachment 10.0 to this report.

Date	Meeting	Councillor

ATTACHMENT(S)

- Nil



11 GENERAL BUSINESS

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

12 MOTIONS FOR WHICH NOTICE HAS PREVIOUSLY BEEN GIVEN

Nil

13 RECEPTION AND READING OF PETITIONS

13.1.1 Petition in relation to speed limit of Bay Creek Lane and Redbank-Mullagong Road

Council has received a petition from the Mongans Bridge Recreation and Camping Park Reserve in relation to the speed limits on the roads surrounding the reserve.

A report will be tabled at the next Ordinary Council meeting in March 2017.



14 DOCUMENTS FOR SEALING

Cr Nicholas

Cr Keeble

That the following documents be signed and sealed.

1. Section 173 Agreement – Cas-Bak Building Supplies Pty Ltd

Lot: 15 Plan of Subdivision 441436, Certificate of Title Volume 10665 Folio 271

Condition 12 of Planning Permit 2016.104.1 for the subdivision of land (2 lots) and development of two dwellings at 6 Kilfinan Crescent, Bright.

The Agreement states the

- Dwelling Bushfire Management Overlay exemption
- Ensures the approved dwellings are built in accordance with the endorsed plans due to the associated subdivision proceeding first.

2. Road Resealing – Sprayseal Contract No 1604701 in favour of Roads Corporation trading as Sprayline.

Carried

There being no further business the Chairperson declared the meeting closed at 7.40 p.m.

.....

Chairperson



Alpine Shire

SPECIAL COUNCIL MEETING MINUTES

SPM1 – 7 February 2017

Bright Council Chambers

Following the Ordinary Council Meeting



The next **Special Meeting** of the **Alpine Shire Council** was held in the Council Chambers, Great Alpine Road, Bright on **7 February 2017** and commenced after the **Ordinary Council Meeting**.

PRESENT

COUNCILLORS

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

OFFICERS

Mr Dave Barry – Chief Executive Officer
Mr Charlie Bird – Director Assets

APOLOGIES



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5.1.1	Councillor Code of Conduct	5
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1 RECORDING AND LIVESTREAMING OF COUNCIL MEETINGS

The CEO read the following statement:

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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

Nil

4 DECLARATIONS BY COUNCILLORS OF CONFLICT OF INTEREST

Nil



5 PRESENTATION OF REPORTS BY OFFICERS

5.1 CHIEF EXECUTIVE OFFICER – DAVE BARRY

5.1.1 Councillor Code of Conduct

File Number: 640.09

INTRODUCTION

Section 76C(2) of the *Local Government Act 1989* requires councils to call a special meeting solely for the purpose of reviewing the Councillor Code of Conduct, within four months after the date of the general election.

Cr Knappstein

Cr Nicholas

That Council: -

- 1. adopt the Councillor Code of Conduct (version 5), noting that no amendments have been made as part of this review;*
- 2. sign and seal the Councillor Code of Conduct at the appropriate stage of this meeting;*
- 3. ensure that all councillors sign the declaration within one month of its adoption stating that they will abide by the Councillor Code of Conduct.*

Carried

BACKGROUND

Development of a Councillor Code of Conduct (the 'Code') is a requirement of section 76C of the *Local Government Act 1989* (the 'Act').

Key updates were made to the Councillor Code of Conduct on 28 June 2016. The major change was the inclusion of an internal resolution procedure utilising an independent arbiter to deal with an alleged contravention of the Code.

All councillors were required to sign a declaration stating that they will abide by the Councillor Code of Conduct at the time of taking their Oath of Office in November 2016.

Section 76C(2) requires all councils to hold a special council meeting solely for the purpose of reviewing and approving any amendments to the Code, within the period of four months of each general election - i.e. prior to 22 February 2017.

ISSUES

This review of the Councillor Code of Conduct has determined that it currently meets all requirements of the Local Government Act, and does not require any modifications or additions from a legislative perspective. Councillors have indicated that they are comfortable with the current content, and have not requested any modifications to the document.



Following the review and adoption of the Code, all councillors must sign a further declaration stating that they will abide by this version of the Code. This declaration must be made within a period of one month of the adoption of the Code - i.e. prior to 7 March 2017. The declaration must be made in writing, and witnessed by the Chief Executive Officer. Provision has been made within the Code for the signatures of all councillors to be included in the adopted copy of the document.

POLICY IMPLICATIONS

Undertaking the review and subsequent adoption of the Councillor Code of Conduct within four months after the general elections, ensures that Council is complying with the requirements of the *Local Government Act 1989*. Section 76C(6A) requires all councillors to sign a declaration stating that they will abide by the Code, within one month of amendments to the Code being approved. The penalty for not making the declaration is disqualification as a councillor under section 29(1)(ea) of the Act.

FINANCIAL AND RESOURCE IMPLICATIONS

There were no financial costs to undertake the review of the Code.

CONSULTATION

Councillors were consulted to determine whether they had any issues with, or required any modifications to, the Code as signed during their Oath of Office. No modifications were requested.

CONCLUSION

Council must now consider the Councillor Code of Conduct in accordance with section 76C of the Act, and ensure that each councillor signs a declaration stating that they will abide by the Code, within one month of the date of 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.

- Chief Executive Officer
- Governance Officer

ATTACHMENT(S)

- 5.1.1 Councillor Code of Conduct (version 5)



6 DOCUMENTS FOR SEALING

Cr Knappstein

Cr Nicholas

1. Councillor code of Conduct (Version 5)

Carried

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

.....

Chairperson

p

LOCAL GOVERNMENT ELECTIONS **2016**

Alpine Shire Council



ELECTION REPORT



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Letter of Transmittal

20 January 2017

Dave Barry
Chief Executive Officer
Alpine Shire Council
Great Alpine Road
Bright Vic 3741

Dear Mr Barry

Pursuant to clause 14 of Schedule 3 of the *Local Government Act 1989*, I submit this report on the Alpine Shire Council general election held in October 2016.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Warwick Gately'.

Warwick Gately AM
Electoral Commissioner

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Introduction

The Alpine Shire Council general election was held on 22 October 2016 by postal voting.

The election was conducted by the Victorian Electoral Commission (**VEC**), as the statutory election service provider to Alpine Shire Council in accordance with clause 1 of Schedule 2 of the *Local Government Act 1989* (**the LG Act**).

About the Victorian Electoral Commission

The VEC is an independent and impartial statutory authority established under the *Electoral Act 2002* (**the Electoral Act**). The VEC conducts Victorian State elections, local government elections, certain statutory elections, commercial and community elections, conducts boundary reviews, electoral representation and subdivision reviews, and maintains the Victorian electoral enrolment register. The VEC's electoral education and research programs work to engage and inform all Victorians who are entitled to enrol and vote in the democratic process.

The Electoral Commissioner is Warwick Gately AM and the Deputy Electoral Commissioner is Liz Williams. The Commissioner reports to the Victorian Parliament in relation to the VEC's activities.

The Commissioner and Deputy are assisted by an Executive Management Group to deliver the functions of the VEC. The Local Government Program Manager, Keegan Bartlett, oversees the VEC's local government electoral activity and chairs the Planning Group, comprised of activity and project leads from across the organisation. The Executive Management and Planning Groups jointly met each weekday morning for the duration of the 2016 local government elections timeline.

About Alpine Shire Council

Alpine Shire Council is comprised of seven councillors elected from an unsubdivided municipality. The structure was last reviewed through an electoral representation review in 2015. The next scheduled review of Alpine Shire Council is required before the 2028 local government elections.

Figure 1 shows the electoral structure of Alpine Shire Council.



Figure 1. The electoral structure of Alpine Shire Council at the general election held on 22 October 2016.

Key changes

Changes in legislation

The electoral provisions in the LG Act were amended in 2015 to clarify responsibilities for preparing and conducting local government elections, strengthen provisions in relation to the eligibility of candidates, and consider the powers of the Returning Officer. In July 2016, the Victorian Government also made the new Local Government (Electoral) Regulations 2016 (**the Regulations**) to come into effect in time for the 2016 local government elections.

Extended postal vote receipt period

The Regulations provided an extended period for postal votes to be received and accepted by the Returning Officer during the week after Election Day. This changed the VEC's timeline for completing the counting of ballot papers and the availability of results for all contested elections.

Introduction of the candidate questionnaire

The Regulations also introduced a set of prescribed questions that candidates were invited to answer through the candidate questionnaire.

Changes to indication of preferences

In August 2016, the Legislative Council disallowed Regulation 38 of the Regulations. This removed the opportunity for candidates at elections held by

postal voting to lodge an indication of preferences
for inclusion in the ballot pack mailed to voters.

Election timeline

Deadline fixed by the Registrar for council primary enrolment data Monday 11 July 2016

Entitlement date 4.00 pm on Friday 26 August 2016

Opening of the election office to the public Wednesday 14 September 2016

Certification of the voters' roll and opening of nominations Thursday 15 September 2016

Close of nominations 12 noon on Tuesday 20 September 2016

Ballot draw From 1.00 pm on Tuesday 20 September 2016

Deadline for lodging candidate statements, photographs
and candidate questionnaires 12 noon on Wednesday 21 September 2016

General mail out of ballot packs to voters Tuesday 4 October – Thursday 6 October 2016

Close of voting 6.00 pm on Friday 21 October 2016

Election day Saturday 22 October 2016

Close of the extended postal vote receipt period 12 noon on Friday 28 October 2016

Declaration of the election 10.00 am on Monday 31 October 2016

Bordered dates relate to contested elections only.

Voters' roll

The VEC prepared the Alpine Shire Council voters' roll for the general election under section 8(2)(c) of the Electoral Act and in accordance with section 24 of the LG Act. Pursuant to section 24(6) of the LG Act, the Registrar, Melanie Davidson, certified the voters' roll on 15 September 2016.

The certified voters' roll for the 2016 Alpine Shire Council general election included 11,821 enrolled voters.

Composition of the roll

The LG Act specifies that the voters' roll for a local government election is formed by combining two separate lists of voters:

- 1. The Victorian Electoral Commissioner's (EC's) List of State electors.**
The EC's List made up 79.38 percent of the Alpine Shire Council voters' roll.
- 2. The Chief Executive Officer's (CEO's) List of council-entitled voters.**
The CEO's List made up 20.62 percent of the Alpine Shire Council voters' roll.

Refer to **Appendix 1** for a further breakdown of the Alpine Shire Council general election voters' roll.

Amendments to the voters' roll

In accordance with section 24A of the LG Act, the Registrar was able to amend any error in the preparation, printing or copying of the voters' roll, or correct any misnomer or inaccurate description of any person, place or thing on the voters' roll. If the amendment relates to a CEO's List voter, the Registrar must obtain the approval of the Council's Chief Executive Officer.

The Registrar made one amendment to the Alpine Shire Council voters' roll.

Advertising and communication

Advertising

The VEC published a series of statutory notices in relation to the Alpine Shire Council general election. These notices are required by the LG Act and contain critical information relevant to each point of the election timeline. Refer to **Appendix 2** for further information in relation to the statutory advertising.

A statewide advertising campaign complemented the statutory advertising. The campaign concentrated on maximising the promotion of local government elections across the key areas of enrolment and voting. Coverage included major metropolitan and regional newspapers, metropolitan and regional radio, ethnic print and radio media, and social media.

The VEC also ran interactive advertisements on Facebook. These advertisements targeted geographic areas as well as demographic segments of the population that typically have low participation rates. In addition, Google search advertising was used to direct enquiries to VEC information online.

Accommodating voters with special needs

The VEC worked with a number of partners to provide suitable communication services for blind and low vision voters, voters with disability, and culturally and linguistically diverse voters.

Blind and low vision services

The VEC worked with Vision Australia and Blind Citizens Australia to provide election information to blind and low vision voters. This included making large print and audio files available for download, 'BrowseAloud' functionality of the VEC website, and assisted reading equipment at all attendance election offices and the Melbourne City Council election office. Braille and large print ballot material was also available on request.

Interpreting services

In addition to in-language information presented through ethnic print and radio media as part of the statewide advertising campaign, the VEC engaged the Victorian Interpreting and Language Services' Language Link to provide a telephone interpreting service for multi-language telephone enquiries. The VEC advertised direct lines for 20 languages other than English and a general line for all other languages.

Media liaison

The VEC's media liaison program principally featured staged media releases aimed to highlight key milestones during the election timetable and capitalise on existing general news coverage. More information on the VEC's media release schedule is available at **Appendix 3**.

Two media briefing sessions were held for media outlets from across Victoria; an in-person media

briefing was held on 1 August 2016 and an online webinar media briefing was held on 3 August 2016. The webinar was also accessible to council officers and could be downloaded or accessed at a later time for those who were unable to participate live. The media briefing summarised the planning and timeline for the 2016 local government elections, and also provided a specific update in relation to the availability of election results in light of the extended postal vote receipt period introduced to the Regulations.

Media outlets were provided with a media information booklet that outlined the election timeline and key messages, and provided the VEC's head office media contacts. The VEC's communication team supported each Returning Officer as the primary media spokesperson in relation to each election.

Telephone enquiry service

The VEC operated a local telephone enquiry service at the election office from 14 September 2016 until the close of voting at 6.00 pm on 21 October 2016. The types of calls related to:

- voting entitlements and obligations
- enrolment questions
- ballot pack had not been received
- ballot material was spoilt or destroyed, so replacement ballot material was required
- a voter advising that he or she was overseas or interstate, and
- queries regarding the content of the ballot pack.

The telephone enquiry service was supplemented by an overflow call centre at the VEC's head office. The overflow call centre received calls made directly to the VEC's head office line (131 VEC or 131 832) and diverted calls from the election office when the lines were at capacity.

A breakdown of the daily number of calls received by the telephone enquiry service and the overflow call centre in respect to the Alpine Shire Council general election is available at **Appendix 4**.

Returning Officer

The VEC maintains a pool of trained senior election officials located across the State to fill election management roles that occur for State and local government elections. Additional election-specific training is provided to relevant senior election

officials prior to each election management appointment.

In accordance with section 3 of the LG Act, the Electoral Commissioner appointed Andrew Robertson as the Returning Officer for the Alpine Shire Council general election. Lynne Tickell was appointed as the Deputy Returning Officer for the election.

Election office

The Returning Officer established an election office at Shop 2, 4 Ireland Street, Bright. The election office was leased by the VEC.

The election office was open to the public from 14 September 2016 until 21 October 2016. The election office was open 9.00 am to 5.00 pm weekdays, except on public holidays. Opening hours were extended on 20 October 2016 (9.00 am to 8.00 pm) and 21 October 2016 (9.00 am to 6.00 pm) to allow for last minute voting enquiries.

Candidates

Nominations for the election opened at 9.00 am on 15 September 2016 and closed at 12 noon on 20 September 2016. Nomination forms were required to be lodged by candidates in person at the election office. A \$250 nomination fee applied.

Information for candidates

Candidates were able to access the VEC's information about the process of nominating and becoming a candidate for the election from 8 August 2016, when the VEC's *Candidate Handbook* was published online. From early September, candidates were able to access a candidate information kit, which included the *Candidate Handbook*, as well as a number of other relevant forms and documents.

The Returning Officer conducted one information session. Approximately 12 attended the session. The presentation at the session summarised critical aspects of the *Candidate Handbook* and the election timeline.

Candidates in the election

The election involved a total of 13 candidates.

A ballot draw was held shortly after the close of nominations on 20 September 2016 to determine the order of candidates' names on the ballot paper (see **Appendix 5**).

Further information about the candidates, including candidate statements and photographs (where lodged), is available at **Appendix 6**.

Candidate questionnaire

In addition to a statement and photograph, candidates were able to lodge their answers to a set of prescribed questions in accordance with the Regulations. The Returning Officer accepted questionnaire submissions lodged by 13 of 13 candidates at the election.

Voters could access candidates' answers to the candidate questionnaire through the VEC website, or by requesting a hardcopy from the Returning Officer.

Voting

Early votes

The Returning Officer may issue an early vote upon request by an enrolled voter if the request is reasonable. Requests for early votes could be processed from 21 September 2016, the day after nominations closed, until the general mail out. Due to the timing for early votes, some early voters may not have had access to the candidates' statements, photographs, or candidate questionnaires.

The Returning Officer issued 17 early votes.

General mail out

The VEC mailed out 11,822 ballot packs between 4 October 2016 and 6 October 2016. This included three ballot packs that were redirected to alternative addresses by voters that had applied to redirect their ballot pack before 15 September 2016.

In accordance with the Regulations, no more than 35 percent of ballot packs were mailed out on any one day during the mail out period. All ballot packs were mailed out using Australia Post's priority paid service.

Refer to **Appendix 7** for a daily breakdown of the ballot packs mailed out on each day during the general mail out.

Following the general mail out, the Returning Officer also issued 124 replacement ballot packs to enrolled voters that advised they had not received, destroyed, or spoilt their general mail out ballot pack.

Unenrolled declaration votes

Unenrolled declaration votes were issued to persons that did not receive a ballot pack and whose name could not be found on the voters' roll and who believed that they were entitled to be enrolled for the election. The unenrolled ballot pack includes a declaration that was required to be completed by the person to be assessed by the Returning Officer prior to admitting the ballot pack for counting.

The Returning Officer issued two unenrolled declaration votes and neither were admitted to the count.

Return of ballot paper envelopes

Completed ballot paper envelopes returned inside the reply-paid envelopes were returned using Australia Post's priority paid service. The VEC's arrangements with Australia Post allowed returned mail to be pre-sorted and could be collected by the Returning Officer or delivered to the election office from a nearby postal facility or distribution centre.

The Returning Officer received 7,551 returned ballot paper envelopes through the post by the close of voting at 6.00 pm on 21 October 2016.

For the 2016 local government elections, the Regulations allowed for the Returning Officer to admit returned ballot paper envelopes received by post before 12 noon on 28 October 2016 if satisfied that the vote had been posted prior to the close of voting. The Returning Officer received 1,659 returned ballot paper envelopes during the extended postal vote receipt period.

In total, the Returning Officer admitted 9,042 ballot paper envelopes to the extraction and counting process. Any ballot paper envelopes not signed by the voter or, in the case of unenrolled declaration votes, where an entitlement was not found for the person, were set aside and not admitted to the extraction and count.

By the close of voting, 133 ballot packs had been returned to the Returning Officer as return-to-sender mail. Most of this mail was due to the addressee having left the address.

Results

Extraction

Following the close of voting, the extraction of ballot papers occurred at the election office beginning on

24 October 2016. The extraction of all admitted ballot paper envelopes was completed on 28 October 2016, following the end of the extended postal vote receipt period. The extraction process involved separating the declaration flaps containing the voter's details from each admitted ballot paper envelope, and then extracting the contents from the envelopes. This two-stage process maintains anonymity and ensures the number of envelopes is tracked for ongoing reconciliation.

Any returned ballot paper envelopes found not to contain a regulation ballot paper or contained more than one ballot paper were required to be rejected and could not be counted. There were 17 returned ballot paper envelopes rejected during the extraction activity.

Following the extraction of ballot papers from the returned ballot paper envelopes, a total of 9,042 were submitted for counting.

Counting

Computer count

Ballot papers for the election were counted by computer data entry using the VEC's computer counting application at Bright Secondary College, Park Street, Bright. The application distributes preferences using the proportional representation method once data entry of ballot paper preferences is complete. The Returning Officer invited candidates and their scrutineers to attend an information session on the computer count process, which was held at 6.00 pm on 20 October 2016 in the Council Chamber, Alpine Shire Council, Great Alpine Road, Bright.

Following the completion of data entry, the provisional results were calculated at 5.00 pm on 29 October 2016 at the election office. The provisional results were published to the VEC website as they became available.

For a breakdown of the results {by ward}, refer to **Appendix 8**.

Declaration of results

The results of the 2016 Alpine Shire Council general election were declared at 10.00 am on 31 October 2016 at the Council Chambers, Alpine Shire Council, Great Alpine Road, Bright.

The VEC website was updated following the declaration to reflect the elected candidates from the election.

Election statistics

Turnout

As a percentage of the total enrolment for the 2016 Alpine Shire Council general election, the number of ballot papers counted (formal and informal) was 76.33 percent. This is compared with an average turnout of 75.67 percent for all postal elections across the State at the 2016 local government elections (excluding Melbourne City Council). Alpine Shire Council recorded a turnout of 75.64 percent at its last general election in October 2012.

Refer to **Appendix 9** for further information on turnout, including a breakdown by enrolment category.

Informality

The informal vote recorded at the 2016 Alpine Shire Council general election was 5.45 percent, compared with 6.06 percent for all postal elections across the State at the 2016 local government elections. Alpine Shire Council recorded an informal rate of 3.93 percent at its last general election in October 2012.

Complaints

Type of Complaints

At local government elections, complaints generally fall into two broad categories:

- 1. The conduct of participants in the election.**
Complaints about the conduct of candidates and other participants in the election, at times alleging a breach of the LG Act or local laws.
- 2. The administration of the election.**
Complaints about the conduct of the election and services to voters.

The majority of complaints at the 2016 local government elections were related to category one, often where the complainant alleged inappropriate or illegal action by another person or group associated with the election.

Complaints process

The VEC operated a streamlined complaints process that had been developed in consultation with local councils and enforcement agencies. The process required complaints to be lodged, in writing, and was processed through the VEC's head office in Melbourne.

Each complaint was evaluated and an appropriate course of action was determined. Complaints alleging a breach of the LG Act, for example, were forwarded to the Local Government Investigations and Compliance Inspectorate. Complaints about the VEC's services or the behaviour or actions of VEC staff and election officials were the responsibility of the VEC. In these cases, the VEC investigated the matter and determined the most appropriate response.

Complaints received

The VEC received 3 written complaints in relation to the 2016 Alpine Shire Council general election. One complaint was in relation to the administration of the election and the other two were related to the conduct of a participant in the election.

Post-election activities

Storage of election material

All records from the election are required to be kept by the VEC safely and secretly in accordance with Regulation 117 of the Regulations.

Refund of nomination fee

Nomination fees were refunded to eligible candidates in December 2016. Eligible candidates included those who were elected or who received at least four percent of the first preference vote. Any forfeited nomination fees were remitted to Alpine Shire Council in December 2016.

Courts and tribunals

There were no applications to the Municipal Electoral Tribunal disputing the results of the 2016 Alpine Shire Council general election.

Non-voter follow up

In accordance with Division 7 of Part 3 of the LG Act, the VEC has commenced its compulsory voting enforcement following the 2016 local government elections. Any person who was required to vote at the 2016 Alpine Shire Council general election and failed to vote will be issued with an apparent failure-to-vote notice. A person who does not respond to that notice or does not provide a satisfactory response to the notice may be fined.

Following the conclusion of the notices, the VEC will lodge the file of any remaining non-voters with the Infringements Court. A non-voter who is issued with

a notice may also request for the matter to proceed directly to court.

Evaluating the VEC's services

The VEC is committed to providing high quality election services to its local government clients. Through the VEC's formal feedback and debriefing program, the VEC is able to gauge its performance and seek advice for future local government election projects.

Feedback from Alpine Shire Council

Through its contact officer at Alpine Shire Council, the VEC has invited feedback on its services. Further feedback may also be provided to the Local Government Program Manager by emailing LGProgram@vec.vic.gov.au.

Internal debriefing activity

The VEC has commenced its internal debriefing activity following the 2016 local government elections.

In due course, the VEC will publish a consolidated report on its performance and key statistics from the elections. A copy of this report will be forwarded to Alpine Shire Council.

Schedule 1: Record of ballot papers

Alpine Shire Council election	
Ballot papers printed	
Victorian Electoral Commission	15,000
Returning Officer	20
Total	15,020
Ballot papers issued	
General mail out	11,822
Replacement votes	141
Unenrolled declaration voters	2
Spoilt	Not applicable
Unused	3,055
Total	15,020
Declarations returned	
General mail out admitted to the count	8,915
Replacement votes admitted to the count	127
Unenrolled declaration voters admitted to the count	0
Returned declarations unable to admit to count	166
Total	9,208

Schedule 2: Certification statement

I certify that Schedule 1 of this report on the conduct of the 2016 Alpine Shire Council general election is a true and correct account of the number of ballot papers issued, returned and not used in this election.

A handwritten signature in black ink, appearing to read 'W. Gately'.

Warwick Gately AM
Electoral Commissioner

Appendix 1: Breakdown of the voters' roll

Alpine Shire Council	
Voters enrolled through an entitlement under section 12 of the LG Act	9,383
Voters enrolled through entitlements under sections 13 – 16 of the LG Act	2,438
Total	11,821

Appendix 2: Public notices

Schedule of public notices

Alpine Shire Council election	
Notice of entitlement (see Appendix 2.1 for example)	
<i>Alpine Observer</i>	10 August 2016
<i>Myrtleford Times</i>	10 August 2016
Notice of election (see Appendix 2.2 for example)	
<i>Alpine Observer</i>	31 August 2016
<i>Myrtleford Times</i>	31 August 2016
Voting details notice (see Appendix 2.3 for example)	
<i>Alpine Observer</i>	28 September 2016
<i>Myrtleford Times</i>	28 September 2016
Reminder notice (see Appendix 2.4 for example)	
<i>Alpine Observer</i>	19 October 2016
<i>Myrtleford Times</i>	19 October 2016
Notice of results (see Appendix 2.5 for example)	
<i>Alpine Observer</i>	19 November 2016
<i>Myrtleford Times</i>	19 November 2016

Appendix 2.1: Notice of entitlement for Alpine Shire Council



ALPINE
SHIRE COUNCIL

Alpine Shire Council election

Your Council, Your Vote

You must be enrolled to vote

An election will be held for Alpine Shire Council in October 2016.

To be able to vote, you must be enrolled by 4.00 pm on Friday 26 August 2016.

Am I enrolled to vote?

You are already enrolled for this election if:

- you will be 18 years of age or over on 22 October 2016 **AND**
- you live in Alpine Shire **AND**
- you are on the State electoral roll for your present address.

Or if:

- you own a property within Alpine Shire but don't live in the municipality.

You may also be enrolled to vote for this election if you pay rates for a residence or corporation within Alpine Shire.

If you enrolled directly with Alpine Shire Council for a previous election you will need to renew your application if you wish to be enrolled for this election.

How can I check my enrolment?

If you are an Australian citizen you can check your enrolment details at vec.vic.gov.au at any time, or call 1300 805 478.

If you have any other voting entitlement, contact the council on (03) 5755 0555.

How do I enrol?

You must enrol by 4.00 pm on Friday 26 August if you are an Australian citizen, living in Victoria, aged 18 or over on 22 October 2016, and:

- you are not on the State electoral roll or
- you have lived at your present residential address for at least a month and have not updated your enrolment details.

Complete an enrolment form online at vec.vic.gov.au or pick one up at any post office or Australian Electoral Commission office and return it to the Victorian Electoral Commission by 4.00 pm on Friday 26 August.

If you are not on the roll for this election, but you do pay rates in Alpine Shire, you may be eligible to apply to be enrolled with council. Please contact the council on (03) 5755 0555 for more information.

**Enrol before
4.00 pm Friday
26 August 2016**

**Register for SMS
and email alerts at
vec.vic.gov.au**

For enquiries in languages other than English call our interpreting service:

• Amharic 9209 0190 Amharic • العربية 9209 0100 Arabic • Bosanski 9209 0191 Bosnian
• 粵語 9209 0101 Cantonese • Hrvatski 9209 0102 Croatian • Dari 9209 0193 Dari
• Dinka 9209 0118 Dinka • Ελληνικά 9209 0103 Greek • Italiano 9209 0104 Italian • ខ្មែរ 9209 0192 Khmer
• 한국어 9209 0194 Korean • Македонски 9209 0105 Macedonian • 國語 9209 0106 Mandarin
• فارسی 9209 0195 Persian • Русский 9209 0196 Russian • Српски 9209 0107 Serbian
• Soomaali 9209 0108 Somali • Español 9209 0109 Spanish • Türkçe 9209 0110 Turkish
• Việt-ng 9209 0111 Vietnamese • All other non-English languages 9209 0112

 vec.vic.gov.au

Victorian Electoral Commission 

Authorised by W. Gately, AM, Electoral Commissioner, 530 Collins Street, Melbourne, Victoria.

620848A

Appendix 2.2: Notice of election for Alpine Shire Council

Alpine Shire Council election Your Council, Your Vote



Vote by post this October

Voting

Ballot packs will be mailed to voters enrolled in the Alpine Shire Council election from Tuesday 4 October 2016. Your completed ballot material must be in the mail or hand delivered to the Returning Officer by 6.00 pm on Friday 21 October.



If you will be away

If you will be away when ballot packs are mailed, or your address has changed since Friday 26 August, your ballot pack can be redirected by writing to:

Returning Officer
Alpine Shire Council election
c/- Victorian Electoral Commission
Level 11, 530 Collins Street
Melbourne VIC 3000

Please include the address for redirection.

Alternatively, you can fax your request to (03) 9620 1568 or scan and email it to redirections@vec.vic.gov.au.

Each voter requesting redirection must sign their request.

Requests for redirection must be received by Thursday 15 September.

Large print and braille ballot papers

Large print or braille ballot papers are available for blind and low vision voters who register by Tuesday 13 September. To register, call (03) 8620 1122 during business hours.

How to nominate as a candidate

To nominate as a candidate you must complete a nomination form and lodge it, together with the \$250 nomination fee, in person with the Returning Officer. Nomination forms can be lodged during business hours from Thursday 15 September until 12 noon on Tuesday 20 September at:

Shop 2, 4 Ireland Street, Bright

To help reduce waiting time while nominations are processed, visit vec.vic.gov.au and pre-complete your nomination form using the Candidate Helper. The Candidate Helper will be available from Thursday 1 September. Print your pre-completed form, sign it and lodge it with the Returning Officer along with the \$250 nomination fee.

Call the Returning Officer from Wednesday 14 September on 1300 596 041 to make a nomination appointment.

Candidate information session

When: 7.00 pm on Tuesday 13 September

Where: Alpine Shire Council Offices, Great Alpine Road, Bright

Candidate Information Kits containing nomination forms and other electoral information will be available at this session.

Andrew Robertson
Returning Officer

**Nominations close 12 noon
Tuesday 20 September**

**Register for SMS and email
alerts at vec.vic.gov.au**

For enquiries in languages other than English call our interpreting service:

• 03 9620 0190 Amharic • 03 9620 0100 Arabic • 03 9620 0191 Bosnian • 03 9620 0101 Cantonese • 03 9620 0102 Croatian • 03 9620 0193 Dari • 03 9620 0119 Dinka
• 03 9620 0103 Greek • 03 9620 0104 Italian • 03 9620 0192 Korean • 03 9620 0194 Korean • 03 9620 0105 Macedonian • 03 9620 0106 Mandarin • 03 9620 0195 Persian
• 03 9620 0198 Russian • 03 9620 0107 Serbian • 03 9620 0108 Somali • 03 9620 0109 Spanish • 03 9620 0110 Turkish • 03 9620 0111 Vietnamese
• All other non-English languages 03 9620 0112

vec.vic.gov.au [/electionsvec](https://www.facebook.com/electionsvec) [@electionsvec](https://twitter.com/electionsvec) 1300 596 041 Victorian Electoral Commission VEC

Authorised by W. Cately, AM, Electoral Commissioner, 530 Collins Street, Melbourne, Victoria.

620846C



Appendix 2.3: Voting details notice for Alpine Shire Council

Alpine Shire Council election Your Council, Your Vote



Postal election: check the mail for your ballot pack

Ballot packs containing voting material will be mailed to enrolled voters from Tuesday 4 October 2016.

This is a postal election.

If you do not receive your ballot pack by Wednesday 12 October please call 1300 596 041 during office hours to arrange an alternative.

Candidates

Candidates who have nominated to stand for election will be listed in the ballot packs and at vec.vic.gov.au. Where provided by candidates, a photo and a statement will also be included.

Responses to the candidate questionnaire, where provided, will also be available at vec.vic.gov.au.

How to vote correctly

You must complete your ballot paper correctly for your vote to count. Put the number **1** in the box next to the candidate you most want to see elected, then number **ALL** the other boxes in order of your preference. You must number **EVERY BOX** and only use each number once.

How to return your ballot material

Post your completed ballot paper using the reply-paid envelope provided, or hand-deliver it during office hours to:

Shop 2, 4 Ireland Street, Bright

Voting is compulsory

Voting is compulsory for voters who were on the State roll at 4.00 pm on Friday 26 August 2016.

Enrolled residents may be fined if they do not vote — this includes homeowners and tenants.

You are encouraged to vote (but won't be fined if you don't) if:

- you are aged 70 years or over **OR**
- you live outside this council area **OR**
- you applied directly with Council to be on the roll.

Andrew Robertson Returning Officer

Shop 2, 4 Ireland Street, Bright
Tel: 1300 596 041 for general enquiries

Office hours:

- o 9.00 am to 5.00 pm weekdays until Wednesday 19 October
- o 9.00 am to 8.00 pm on Thursday 20 October
- o 9.00 am to 6.00 pm on Friday 21 October

Your completed ballot material must be in the mail or hand-delivered by 6.00 pm Friday 21 October

Register for SMS and email alerts at vec.vic.gov.au

For enquiries in languages other than English call our interpreting service:

• 0900 9209 0190 Amharic • 9209 0100 Arabic • Bosanski 9209 0191 Bosnian • 粵語 9209 0101 Cantonese • Hrvatski 9209 0102 Croatian • ڊاربي 9209 0193 Dari • Dinka 9209 0119 Dinka
• Ελληνικά 9209 0103 Greek • Italiano 9209 0104 Italian • ភាសាខ្មែរ 9209 0192 Khmer • 한국어 9209 0194 Korean • Македонски 9209 0105 Macedonian • 國語 9209 0106 Mandarin • فارسی 9209 0195 Persian
• Русский 9209 0196 Russian • Српски 9209 0107 Serbian • Soomaali 9209 0108 Somali • Español 9209 0109 Spanish • Türkçe 9209 0110 Turkish • Việt-ngữ 9209 0111 Vietnamese
• All other non-English languages 9209 0112

vec.vic.gov.au [/electionsvec](https://www.facebook.com/electionsvec) [@electionsvec](https://twitter.com/electionsvec) 1300 596 041 Victorian Electoral Commission

Authorised by W. Gately, AM, Electoral Commissioner, 530 Collins Street, Melbourne, Victoria.



620848E

Appendix 2.4: Reminder notice for Alpine Shire Council



Alpine Shire Council election Your Council, Your Vote

Postal election: check the mail for your ballot pack

Ballot packs containing voting material were mailed to enrolled voters from Tuesday 4 October 2016.

This is a postal election.

If you have not received your ballot pack, please call 1300 596 041 during office hours to arrange an alternative.

Candidates

Candidates who have nominated to stand for election are listed in the ballot pack and at vec.vic.gov.au. Where provided by candidates, a photo and a statement will also be included.

Responses to the candidate questionnaire, where provided, are also available at vec.vic.gov.au.

How to vote correctly

You must complete your ballot paper correctly for your vote to count. Put the number **1** in the box next to the candidate you most want to see elected, then number **ALL** the other boxes in order of your preference. You must number **EVERY BOX** and only use each number once.

How to return your ballot paper

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Voting is compulsory

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You are encouraged to vote (but won't be fined if you don't) if:

- you are aged 70 years or over **OR**
- you live outside this council area **OR**
- you applied directly with Council to be on the roll.

Andrew Robertson Returning Officer

Shop 2, 4 Ireland Street, Bright
Tel: 1300 596 041 for general enquiries
Office hours:

- 9.00 am to 5.00 pm weekdays until Wednesday 19 October
- 9.00 am to 8.00 pm on Thursday 20 October
- 9.00 am to 6.00 pm on Friday 21 October

Your completed ballot material must be in the mail or hand-delivered by 6.00 pm Friday 21 October

Register for SMS and email alerts at vec.vic.gov.au

For enquiries in languages other than English call our interpreting service:

- 阿拉伯語 9209 0190 Amharic • 阿拉伯語 9209 0100 Arabic • Bosanski 9209 0191 Bosnian
- 粵語 9209 0101 Cantonese • Hrvatski 9209 0102 Croatian • 达里 9209 0183 Dari
- Dinka 9209 0119 Dinka • Ελληνικά 9209 0103 Greek • Italiano 9209 0104 Italian • ខ្មែរ 9209 0192 Khmer
- 한국어 9209 0194 Korean • Македонски 9209 0105 Macedonian • 普通话 9209 0106 Mandarin
- فارسی 9209 0195 Persian • Русский 9209 0196 Russian • Српски 9209 0107 Serbian
- Soomaali 9209 0108 Somali • Español 9209 0109 Spanish • Türkçe 9209 0110 Turkish
- Việt-ngữ 9209 0111 Vietnamese • All other non-English languages 9209 0112

 vec.vic.gov.au

Victorian Electoral Commission



Authorised by W. Gately, AM, Electoral Commissioner, 530 Collins Street, Melbourne, Victoria.

620848G

Appendix 2.5: Notice of results for Alpine Shire Council



Alpine Shire Council election **Declaration of results**

The following candidates were elected to the Alpine Shire Council at a general election held in October 2016:

JANAS, Ron (1st elected)

ROPER, Peter (2nd elected)

FORSYTH, John (3rd elected)

KEEBLE, Tony (4th elected)

PEARCE, Daryl (5th elected)

KNAPPSTEIN, Kitty (6th elected)

NICHOLAS, Sarah (7th elected)

Further details about the results are available at vec.vic.gov.au.

Andrew Robertson

Returning Officer

Monday 31 October 2016

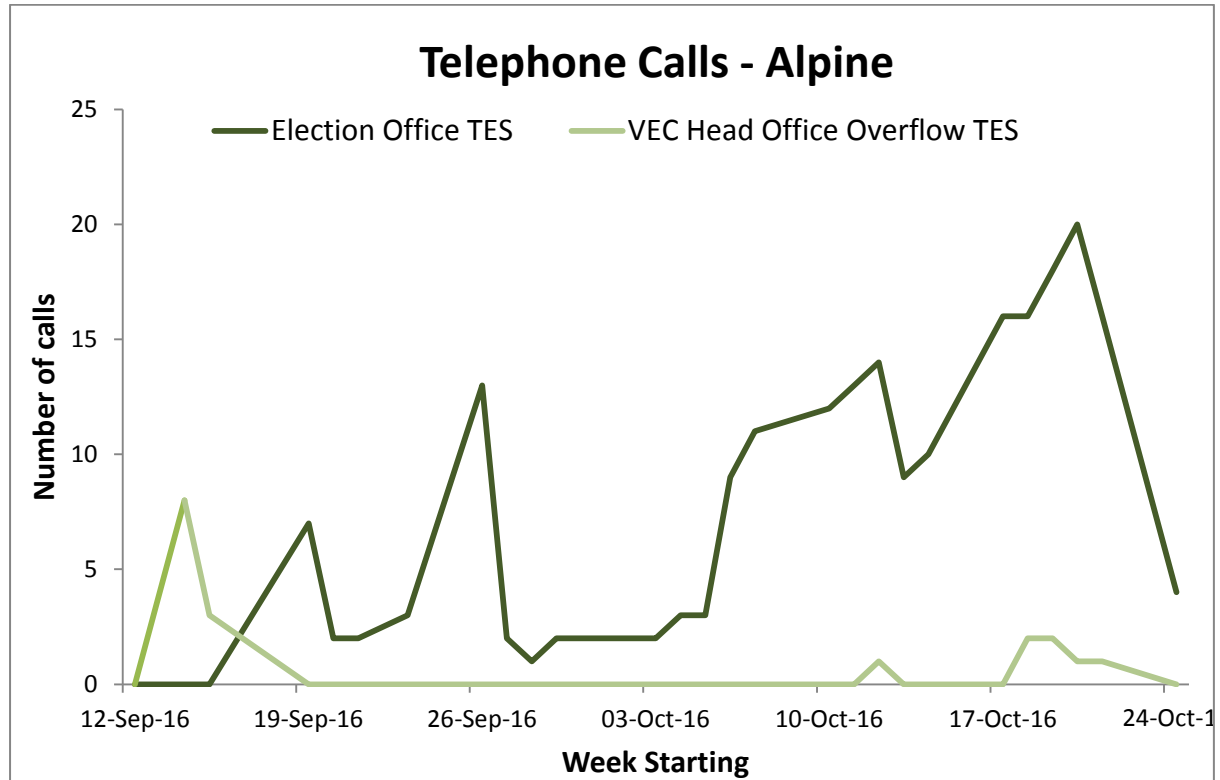


Appendix 3: Schedule of media releases and advisories

Alpine Shire Council election-specific media releases and advisories	
<i>Enrol to vote in the 2016 Alpine Shire Council election</i>	8 August 2016
<i>Last chance to enrol for the 2016 Alpine Shire Council election</i>	22 August 2016
<i>Call for candidates for the upcoming Alpine Shire Council election</i>	5 September 2016
<i>Ballot packs mailed this week for Alpine Shire Council election</i>	3 October 2016
<i>Voting closes soon for the Alpine Shire Council election</i>	17 October 2016
<i>Results information and invitation to the media: Alpine Shire Council (media advisory, not for publication)</i>	24 October 2016
Statewide media releases and advisories	
<i>Victorians urged to enrol for upcoming council elections</i>	8 August 2016
<i>Ground breaking app gives voters with a disability a voice</i>	9 August 2016
<i>Older Australians urged to update enrolment for council elections</i>	10 August 2016
<i>How young people can have their say in the upcoming council elections</i>	10 August 2016
<i>Last chance to enrol for Victorian council elections</i>	22 August 2016
<i>Enrolment closes tomorrow for October's council elections</i>	24 August 2016
<i>Nominations open soon for Victorian local council elections</i>	5 September 2016
<i>Accessing candidate information for the 2016 Victorian local council elections</i>	15 September 2016
<i>Nominations are in for the October council elections</i>	20 September 2016
<i>Voting deadline this week</i>	17 October 2016
<i>Results timeline for Victorian local council elections (media advisory, not for publication)</i>	19 October 2016

Appendix 4: Daily telephone enquiries

The following graph shows the number of telephone calls recorded by the election office telephone enquiry service as well as those received by the VEC's overflow call centre and tagged as relating to Alpine Shire Council during the 2016 local government elections.



Appendix 5: Final list of candidates in ballot paper order

Alpine Shire Council election

- PEARCE, Daryl
- LITTLECHILD, Brian
- VACCARO, Mario
- NICHOLAS, Sarah
- FORSYTH, John
- JANAS, Ron
- SMITH, Tom Bolton
- KEEBLE, Tony
- CAIN, Narda
- KNAPPSTEIN, Kitty
- FARRELL, Kate
- DYER, Ray
- ROPER, Peter

Appendix 6: Candidates' statements and photographs

Alpine Shire Council election		
Total number of candidates at close of nominations	Number of candidates that lodged a candidate statement	Number of candidates that lodged a candidate photograph
13	13	13

Appendix 6.1: Candidate statement leaflet for Alpine Shire Council election

**YOUR VOTE MUST BE IN THE MAIL OR
IN THE HANDS OF THE RETURNING OFFICER
ON OR BEFORE 6.00 PM ON
FRIDAY 21 OCTOBER 2016**
Late votes cannot be included in the count.

See ballot paper envelope for voting instructions.

VOTING IN THIS ELECTION IS BY POST

Alternatively, you may hand-deliver your envelope during business hours to:

Shop 2
4 Ireland Street
Bright

COMPULSORY VOTING PROVISIONS APPLY

You have received this ballot pack because you are enrolled for this election. Voting is compulsory if you were on the Victorian State electoral roll for this council on Friday 26 August 2016.

If you are 70 years of age or over on election day, you are encouraged to vote, but will not be fined if you do not vote.

Further information on voting entitlements can be found at vec.vic.gov.au



2016 Council Election

Voting and candidate information leaflet



Alpine Shire Council

THIS IS A POSTAL ELECTION ONLY.
Your ballot paper is attached to this leaflet.

Voting is compulsory for residents

For further information visit vec.vic.gov.au or phone 1300 596 041 during business hours.

Victorian Electoral Commission

NOTICE: Information in candidate statements is provided by the candidates. Any enquiries about a candidate statement should be directed to the relevant candidate. Candidate statements are not verified or endorsed by the Returning Officer. Contact details available at vec.vic.gov.au



**PEARCE,
Daryl**

We are so lucky to live in one of the most beautiful places on earth. The surrounding mountains and valleys provide us such a wonderful panorama and great feeling of place. I have lived here at Wandiligong for most of my life. I have raised 4 children Daisy, Aaron, Harry and William. I have worked with children for many years in junior football and cricket and worked at the Bright P12 School as Coordinator of after school and vacation care also Lab Tech and other roles. In my last term I worked to support people having difficulties with council involving permits and other issues where they did not seem to be heard. Together with council we have made strong decisions to prepare for the tough fiscal times ahead. Asking the CEO to redirect \$4M of spending. In the last 2 year council cars cut back from 22 to 5 also reduction of administrative staff. Our rate rise dropped down to 2.3% being the lowest in the State. I ask for your support for another term. Thank You.

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**LITTLECHILD,
Brian**

Brian is an advocate of accountable, transparent governance. His focus will be on small business development, and the improvement of youth and aged residents' services. Having spent five years working in local government during the Council amalgamations of the mid-1990's, Brian has an appreciation of Shire operations. And several of his political associates from that period now have senior roles in State Government. Brian's experience has shown that clear direction and strong leadership are key elements in productive governance. He has applied his team-building and leadership skills to provide professional services training and marketing advice to leading Australian law and accountancy firms and financial institutions. Brian's early background includes dairy-farming and he later studied biology, animal husbandry, psychology, finance, business management, drama, and film and television at tertiary level. Positions of responsibility include media advisor to local and federal politicians; CEO of an environment body (ETIANZ); membership of the Australian Superannuation Funds of Australia (ASFA), Investment Committee; and a Director of the Public Relations Institute of Australia (PRIA). Brian decides matters on their merits, and takes an ethical and respectful stance. He is approachable and looks forward to being of service to Alpine Shire residents.

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**VACCARO,
Mario**

Dear Voter, having lived in Myrtleford for over 50 years, makes me well-aware of the many hurdles we face. I am committed to representing the entire Shire without fear or favor; thus ensuring that we receive best value for dollars spent. My experience in Tourism, Aged care, Social club organizations such as the North Eastern Soccer League, the Savoy Club, the Football club, and many others; having been a Councillor from 2005-8; and my Business background; will enable me to best represent your interests and be your voice on Council. As your Councillor, I will actively seek to improve Tourism activity, Safer roads infrastructure through traffic abatement, and decentralization of Population and Industry initiatives. I will also canvas for better representation for the Dinner Plain community, Eliminating Black Spot areas on the great Alpine road, Yackandandah rd and the Kiewa Valley hwy; and saving the iconic Mt Buffalo Chalet are also high on my list of priorities. My contact details are mob 0405926068, e-mail mavaccpc@yahoo.com.au. I humbly seek your support, so that together we can make a real difference. Please Vote 1-Vaccaro, or allocate your best preference. Thank You.

NOTICE: Information in candidate statements is provided by the candidates. Any enquiries about a candidate statement should be directed to the relevant candidate. Candidate statements are not verified or endorsed by the Returning Officer. Contact details available at vec.vic.gov.au



**NICHOLAS,
Sarah**

The Alpine Shire is a wonderful place to live, work and play and as a Councillor I will contribute to enriching these qualities and to fostering an efficient, effective, responsive council. During the 19 years I have been resident in Wandiligong I have enjoyed involvement in local community groups; sporting organizations, Landcare, kindergarten and schools. As the mother of two school age children I am keen to see opportunities for youth championed. As the daughter of an elderly mother I understand the needs of our aging population. As a partner I have supported my husband run small businesses. I have a Masters in Environmental Law, Management and Business and a Bachelor of Agricultural Science which I use for my day job as a land management consultant. I have experience in farming, Forestry, Landcare, catchment and water management, youth training and tourism. I have served as Chair of a board and on various committees which required listening to people affected by decisions made, seeking best outcomes for communities and ensuring value for money. My family and I love skiing and I have worked seasonally at Mt Hotham for over 30 years. My other passions include cycling, bush-walking, gardening and sustainable living.

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**FORSYTH,
John**

The Alpine Shire is a fantastic place to live and work. In order to maintain the natural beauty, splendid vistas and heritage it is important for Local Government to be mindful of the funding constraints that apply to a small Shire such as ours and the requirements of advancing business and industry in the Shire. Agriculture has been our mainstay for many years and whilst it still plays a major role with cattle, hops, grapes and timber, tourism is now impacting on all aspects of life in the Shire. Council has a role in negotiating between the requirements of these various groups to create acceptable and lasting outcomes. The 2016 council that you elect will oversee many changes over the next 4 years and will have to deal with funding cuts, State Government interventions in planning, possible Federal Government intervention in work practices and above all else, work and function as a team. Choose wisely and make your vote count so that the Alpine Shire can continue to grow and be the place you wish to live.

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**JANAS,
Ron**

I have been privileged to reside, raise a family and work within the Alpine Shire for the past twenty seven years. For the last four years I have worked tirelessly as an Alpine Shire councillor ensuring fiscal viability and operational efficiencies which have resulted in reducing costs but not services; better service delivery and the lowest rate increase in sixteen years has been achieved simultaneously. If re-elected, my endeavours will be focused on improving those productivity gains which have given us over nine million dollars in capital works this financial year, promoting the strong emergence of agritourism, forging better relationships between council and community, promotion of good governance, sustainability and improvement of infrastructure and services for the Alpine community. Fostering relationships between Alpine Shire, other government agencies and private enterprise to achieve common goals is paramount for this Shire to become greater and I feel confident in my ability to, through informed and sometimes brave decision making, lead this process. I also serve the Alpine community as an elected member of the MAW board, regional waste management board, Captain for the Buffalo River CFA, a member of the Myrtleford RSL and the Landcare group. Vote 1 Ron Janas

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**SMITH,
Tom Bolton**

My name is Tom Smith and if elected, I will be representing the whole of the Shire. I will be hard working, consultative and a genuine representative of the area. I will encourage new businesses to promote jobs and tourism in the area, as well as supporting our already great businesses to grow and prosper. As the area grows we can expect our services, eg hospitals, age care, police etc to grow and improve as well. I will be encouraging the shire to reduce red tape, especially in the building and planning departments. This will help encourage new business and housing to the area. I believe to have an effective council you must have a group of Councillors that are working together as a team for the betterment of the whole shire and I would encourage the voters to think carefully when voting so the shire can have a good team. I will bring a can do attitude to the shire. We all need to be promoting a positive outlook for the shire. Good governance is a must for an effective shire, as well as consultation and transparency, I will endeavour to deliver these principles.

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**KEEBLE,
Tony**

I am a long-time resident of the Alpine Shire. I am happily married with four beautiful girls and couldn't think of a better place to live and raise a family. I am the Principal of Outdoor School and am involved in many local clubs. It has been an honour to serve the ratepayers across the Alpine Shire during the past eight years. My role, as your voice has been stimulating and rewarding on all accounts and it is the reason I became a councillor. Areas that I am particularly passionate about include education, all aspects of Alpine Health, environmental sustainability, maintaining a responsible budget, planning, roads, bridges, footpaths, recreation facilities, emergency management, water security, economic development and parks and gardens. Strengths that I bring to the role as councillor include honesty, integrity, a willingness to listen and act, an ability to work in a team environment and importantly, financial acumen. Thank you for this opportunity to give back to our community. I look forward to re-election so I can help achieve your vision for our wonderful shire.

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**CAIN,
Narda**

I have been a resident and business owner in the shire for the past 25 years; former councillor and have served on the Shire Audit Committee from 2012-2015. I love this shire and would like to see it remain a great place to live and work, as well as see it progress and build its rate base, so we can continue to improve services and remain sustainable. I am a highly principled, non-nonsense person, with strong integrity and sensibility, and will work tirelessly to meet your expectations. I want to encourage new business into the shire that will create long term, permanent employment, so we can keep our young people here to raise their families in our clean, safe, secure environment, as well as work toward correcting the serious parking problems in Bright. Consider your vote carefully as we need caring, considered, thinking, stable people guiding Alpine Shire for the next four years to ensure our shire remains the fair, liveable place that it is. Vote 1 Narda Cain.

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KNAPPSTEIN,
Kitty

For the good governance of Alpine Shire, I am committed to a consultative, respectful and community-focused approach to local government based on listening to all shire residents and ratepayers. Special consideration should be given to those in our community who don't normally have access to effective representation - the young, the aged and the disadvantaged. I have now lived in the Shire for 20 years after a career in Foreign Affairs in Canberra and IDAPS Computer Science in Melbourne. My commitment to the community includes 13 years as a Board Member and past Chair of Alpine Health, membership of SES, CFA, Alpine Shire Heritage Network, Community Resilience Committee, Community Health and Advisory Group, Bright Art Gallery and Bright Autumn Festival Committee, and Committee Member, past Vice President and Welfare Officer for the Bright RSL. I have a particular interest in Adult and Children's Literacy, and am a Graduate of the Alpine Valleys Community Leadership Program. As Councillor, my commitment will always be to ethical, consultative decision-making and achieving the best outcomes for all of the residents of Alpine Shire. Sustainable growth with respect for the environment, our history and in consideration of future generations will inform my decisions.

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FARRELL,
Kate

Effective and healthy leadership is about listening respectfully with empathy, and understanding the needs of the communities, then acting wisely with mature decisions for the residents of the Alpine Shire. It has been a privilege to have been your representative previously and I have served you well; I have a good working relationship with the residents and this has made me realise how much I would love to serve you again. I have completed my apprenticeship during my first term, I have gained useful knowledge and studied the complexities of Local Government. It is important to be inclusive and participatory and to keep working together to enhance the social, environmental and economic sustainability and wellbeing of the Alpine Shire communities. I will actively lobby for lower rates without a reduction of Council services; I will focus on facilities for the elderly and make sure that families concerns are heard; I will aim to help and focus on job opportunities for the Youth. I will promote economic growth for our region and seek a more equitable and fairer distribution of projects across the Shire. With your support I will continue the good work on behalf of the Alpine Shire residents.

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DYER,
Ray

Strong, positive, compensate, leadership. I have a bucket list of 36 item all very important short listed to 11. Sack Shire CEO & Previous counsellors be stood down for 6 months. Enough is Enough. Everybody keeps their hands to themselves. All aspects of health and education (very important). The youth, the homeless, unemployed transport, & Suicidal Rate. More respect for ratepayers by about 40% by Council. The risk for Bushfires, floods, and droughts on the community. Save MT Buffalo Chalet and Shire heritage. One Code off conduct for all counsellors across the state. Matters arising from previous meeting be adopted by the new council. Tourism - My ideas will double tourist trade for Shire and help the region. Toilets to be safe and cleaned to a respectable standard. Something the last council and the previous two councils were not able to do Shame. Hopefully with your help, and after 4 years we are strong positive compensate united and with one standard for all within the Shire Thank you for voting Have a happy day Ray Dyer

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ROPER,
Peter

I am a farmer and reside in the Kiewa Valley, and am passionate about maintaining our unique environment whilst enhancing the economic opportunities of our Shire by ensuring sensible, considered planning and tourist development that is in the best interests of our communities. During the past four years I have had the privilege of being your representative on Council, and I am seeking your endorsement to allow me to continue to work for you to enhance our towns and rural communities. I have been committed to continuing to work to improve the services and resources provided to residents of Alpine Shire and will work hard to always represent the community to ensure the best outcomes for the majority. I have listened to concerns of residents and have helped guide the Shire through efficiency programs that have seen the Council deliver some of the States lowest rate rises during this period whilst still ensuring the high service levels we have become accustomed too continue. The coming four years are exciting as we will start to really see the benefits of the efficiency programs making more money available for capital works like township renewal projects and sporting precincts.

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Appendix 7: Daily breakdown of the general mail out

Alpine Shire Council election			
4 October 2016	5 October 2016	6 October 2016	Total
4,019	4,019	3,784	11,822

Appendix 8: Result information

Alpine Shire Council election		
Enrolment:	11,821	
Formal votes:	8,531	
Informal votes:	492 (5.45% of the total ballot papers)	
Voter turnout:	9,023 (76.33% of the total enrolment)	
Candidates (in ballot paper order)	First preference votes	Percentage
PEARCE, Daryl	731	8.57%
LITTLECHILD, Brian	324	3.80%
VACCARO, Mario	417	4.89%
NICHOLAS, Sarah	494	5.79%
FORSYTH, John	695	8.15%
JANAS, Ron	1,650	19.34%
SMITH, Tom Bolton	454	5.32%
KEEBLE, Tony	886	10.39%
CAIN, Narda	566	6.63%
KNAPPSTEIN, Kitty	603	7.07%
FARRELL, Kate	306	3.59%
DYER, Ray	359	4.21%
ROPER, Peter	1,046	12.26%
Successful candidates		
<ul style="list-style-type: none"> JANAS, Ron (1st elected candidate) ROPER, Peter (2nd elected candidate) FORSYTH, John (3rd elected candidate) KEEBLE, Tony (4th elected candidate) PEARCE, Daryl (5th elected candidate) KNAPPSTEIN, Kitty (6th elected candidate) NICHOLAS, Sarah (7th elected candidate) 		

Appendix 9: Election participation statistics

Alpine Shire Council election		
Enrolment category	Participation Note participation records marks on roll and can vary from turnout (total ballot papers counted)	Statewide postal election comparator for 2016 LG elections (excl. Melbourne City Council)
Voters enrolled through section 12 of the LG Act	81.66%	78.51%
<ul style="list-style-type: none"> aged 18 to 69 years old on election day 	81.45%	78.28%
<ul style="list-style-type: none"> aged 70 years and over on election day 	82.42%	79.73%
Voters enrolled through sections 13 – 16 of the LG Act	62.10%	55.54%
Council total	77.62%	75.67%

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Victorian Electoral Commission

Level 11, 530 Collins Street Melbourne Victoria 3000

Ph: 03 8620 1100 | Fax: 03 9629 8632

vec.vic.gov.au

2017

Mongans Bridge Recreation and Camping Park Reserve

President:



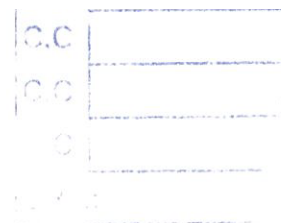
Secretary/ treasurer:

Committee:



30 November 2016

Mr Ron Janus



On Behalf of the managing committee of the above reserve I wish to submit the enclosed petition relation to the speed limits on the roads surrounding the reserve.

This petition is in response to repeated near misses that have occurred on the intersection of Bay Creek Lane and Redbank- Mullagong road between walkers and vehicles.

Every year during the summer the reserve is very busy with visitors and campers to the local area and we are continually being asked why nothing has been done about the speed of the vehicles that use the roads shared by the many reserve users walking along the road and even crossing to the river.

The river near the reserve is also used daily by many locals and day trippers.

The committee has approached the Alpine Council, Vic Roads and even the local Police trying to come up with a safe solution to the problem. We have been informed that the intersection was to be re-marked and new larger signage added to make the intersection safer but this is still to be carried out.

At our own cost the committee has placed signs in the park ensuring that campers and visitors are aware of the dangers.

The committee has approached the locals that would be affected by the proposed changes listed in the petition and all have signed in support of the petition.

We hope that the Alpine Shire Council are willing to help and support us in making the shire a safer place for the visitors to the area.

If you wish to discuss any of our concerns about the above, please give me a call on 0409 924005.

Thank you for your time.

Mongans Bridge Recreation and Camping Park Reserve

President:



Secretary/treasurer:

Committee:

We the undersigned hereby express our wish to have the speed on the sections of road described below lowered to 60km per hour, and have appropriate signage notifying drivers of pedestrians and children using this area.

This petitions aim is to keep the users of the Mongans Bridge Reserve and locals using the Kiewa river safe in this area.

The road sections under this petition are:

- Mullagong Road from the Bay Creek Lane intersection for a distance of 2km towards Gundowring.
- Redbank Road from the Bay Creek bridge to the Bay Creek Lane intersection and,
- Bay Creek Lane from the Kiewa Valley Highway to Ceccanti Winery.

Name	Address	Signature
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Finance Report Quarterly Review



For the period ending 31 December 2016

Finance Report – Quarterly Review

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Finance Report – Quarterly Review

Introduction

Preparation of report

The purpose of this report is to provide Council with a summary of financial performance for the quarter against budget. This report provides an overview for the quarter including:

- Income statement
- Balance sheet
- Cash balance
- Current investments; and
- Loans balances.

This report also includes a summary of each department's quarterly performance with explanations for variances which are approximately greater than \$10,000 or 10%.

Some departments may have no explanations and this is due to the department tracking on budget with no material changes expected.

This report has been prepared for internal management reporting purposes and as required under section 138 of the Local Government Act 1989. This report has not been audited.

The Quarterly Finance Report is prepared based on a rigorous process which includes:

- Each department reviewing their budget and providing explanations for variances at the master account level.
- Departments submitting their quarterly budget explanations to the Finance department for review and further analysis.

- Departmental managers presenting to the Executive on their departmental performance for the quarter.
- Presentation of the Quarterly Finance Report to the Finance Committee.

This report is also provided to the Audit Committee for noting.

Summary of performance

Overall Council is performing well in the first two quarters. This is as a result of higher than expected grants and higher than expected other income for the first two quarters which did include some income relating to the prior year. The favourable result is also due to favourable employee costs year to date (YTD) as well as favourable materials and services costs YTD. This is an indication of strong budget management, increased emphasis on forecasting and continuous expenditure reviews. A favourable result is forecast at year end.

Capital works expenditure

Capital works is progressing well in the first two quarters as achieved 64% of the budget to December. Some efforts have been hampered by the wet weather and this has impacted on quarter two with the floods occurring at the start of October. Forecast expenditure is expected to be lower than budget at year end and this is due to delays in some larger projects such as the Porepunkah - Nicholsons St - Alpine Better Places \$1.5M.

Finance Report – Quarterly Review

Income Statement - YTD actual against forecast

	YTD Actual December \$'000	YTD Forecast December \$'000	Variance Actual v Forecast \$'000 %		Ref
Income					
Rates and charges	16,946	16,900	(46)	(0%)	
Fees and fines	871	856	(15)	(2%)	
Contributions - cash	369	379	10	3%	
Grants	2,631	2,298	(333)	(14%)	1
Net gain on disposal of property, infrastructure, plant and equipment	80	20	(60)		
Other income	525	420	(105)	(25%)	2
Total income	21,422	20,873	(549)	(3%)	
Expenses					
Employee costs	4,006	4,118	112	3%	
Materials and services	4,357	4,504	147	3%	3
Depreciation and amortisation	2,124	2,106	(18)	(1%)	
Other expenses	309	313	4	1%	
Total expenses	10,796	11,041	245	2%	
Surplus (deficit) for the year	10,626	9,832	(794)	(8%)	

Income Statement - year end forecast against budget

	Year End Forecast \$	Original Budget \$	Forecast Variance \$	Forecast Variance \$	Ref
Income					
Rates and charges	16,971	16,800	(171)	(1%)	
Fees and fines	459	581	122	21%	
User fees	1,286	1,122	(164)	(15%)	
Contributions - cash	782	650	(132)	(20%)	
Contributions - non-monetary assets	106	106	-	0%	
Grants	6,397	5,889	(508)	(9%)	
Net gain on disposal of property, infrastructure, plant and equipment	220	149	(71)		
Other income	928	846	(82)	(10%)	
Total income	27,149	26,143	(1,006)	(4%)	
Expenses					
Employee costs	8,112	8,690	578	7%	4
Materials and services	11,453	10,576	(877)	(8%)	5
Depreciation and amortisation	4,248	4,213	(35)	(1%)	
Landfill rehabilitation	185	185	-	0%	
Other expenses	802	816	14	2%	
Total expenses	24,800	24,480	(320)	(1%)	
Surplus (deficit) for the year	2,349	1,663	(686)	(41%)	

Finance Report – Quarterly Review

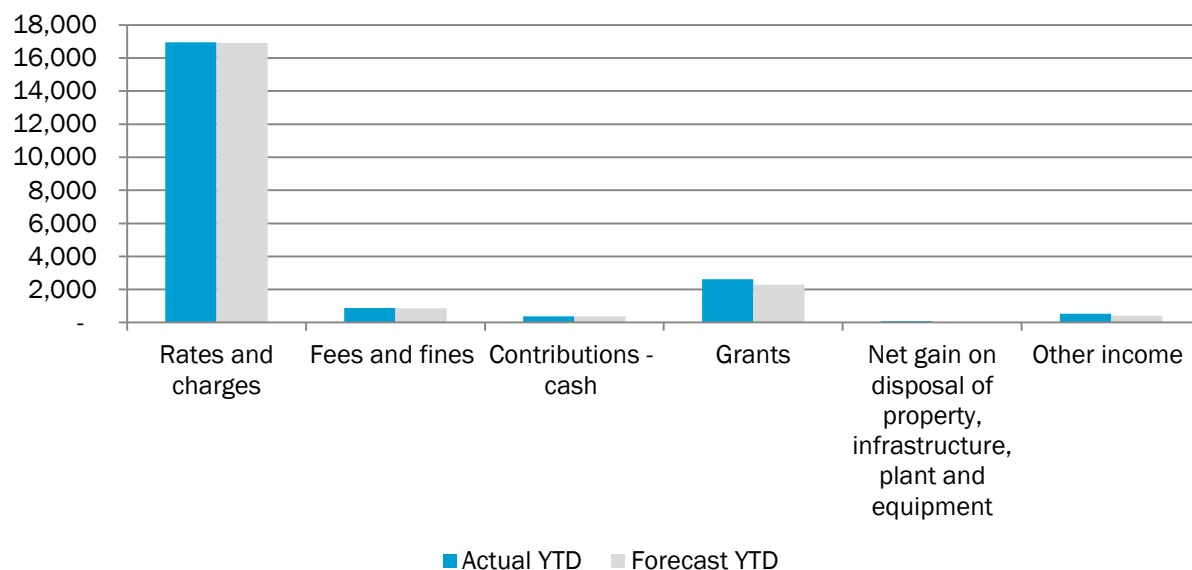
Income Statement – explanations of variances

Ref	Item	Explanation
1	Grants	Grants are favourable to budget due to Alpine Events Park grant of \$187K being received and not forecast in quarter two. Also the land valuations grant of \$148K from State Revenue Office was received in quarter two, and not forecast in quarter two.
2	Other income	Other income is higher than expected due to income being received relating to the sale of scrap metal \$29K and the insurance claim for the storm damage of Mount Beauty Library as well a forecasting error in quarter one.
3	Materials and services	Material and services are lower than forecast due to the timing of invoicing for plant, utilities and Momentumone expenditure which will occur in the third quarter.
4	Employee Costs	Employee costs are forecast \$578K below budget at year end due in large part to the wage freeze and also the effect of vacant positions.
5	Materials and Services	Forecast \$877K over budget at year end due primarily to works related with flood recovery. These expenses will be directly offset through recovery funding.

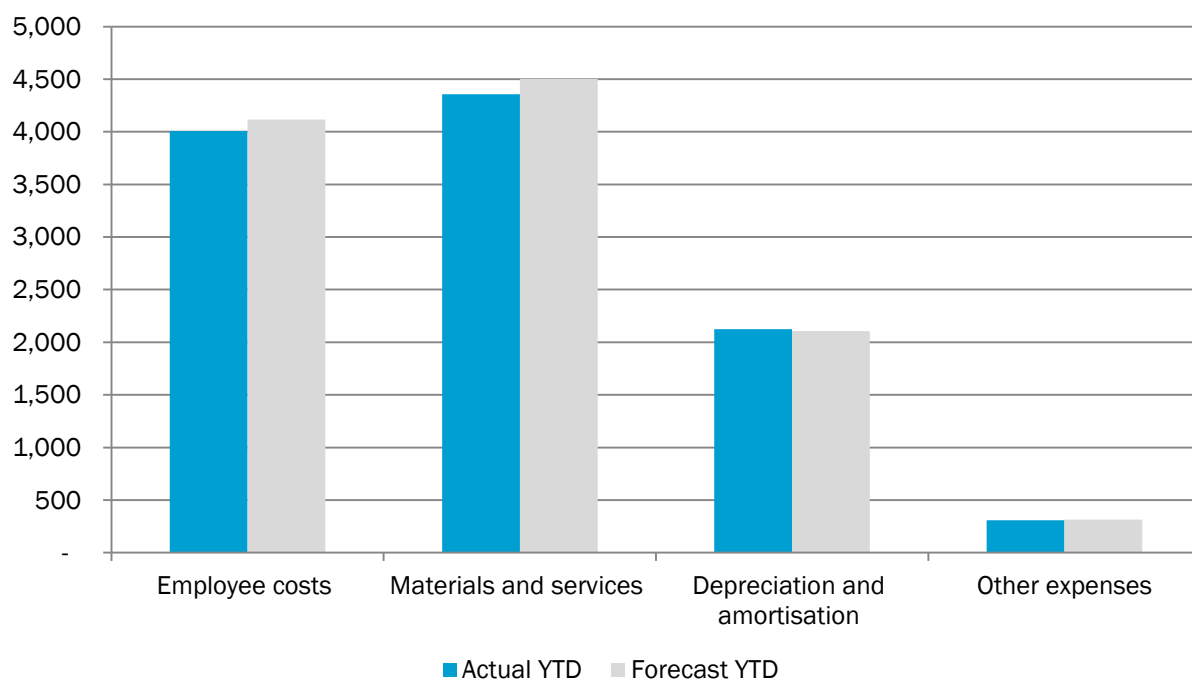
Finance Report – Quarterly Review

Income Statement – graphs

Income



Expenses



Finance Report – Quarterly Review

Balance Sheet

	YTD Actual December	YTD Budget June	Variance	YTD Actual v Budget	Ref
	\$'000	\$'000	\$'000	%	
Current assets					
Cash assets	13,258	6,410	6,848	107%	1
Trade and other receivables	8,698	1,509	7,189	476%	2
Inventories	45	122	(77)	-63%	
Other	247	271	(24)	-9%	
Total current assets	22,248	8,312	13,936	168%	
Non-current assets					
Investment in associate	362	-	362		3
Inventories	143	159	(16)	-10%	
Property, Infrastructure, plant and equipment	197,967	218,164	(20,197)	-9%	4
Trade and other receivables	5	3	2	67%	
Total non-current assets	198,477	218,326	(19,849)	-9%	
Total assets	220,725	226,638	(5,913)	-3%	
Current liabilities					
Trade and other payables	52	1,873	(1,821)	-97%	5
Interest bearing liabilities	-	-	-		
Employee benefits	1,985	1,912	73	4%	
Provision for landfill rehabilitation	231	501	(270)	-54%	6
Trust funds and deposits	286	938	(652)	-70%	7
Other	30	30	-	0%	
Total current liabilities	2,584	5,254	2,670	-51%	
Non-current liabilities					
Interest bearing liabilities	-	-	-		
Employee benefits	312	304	8	3%	
Provision for landfill rehabilitation	3,677	2,419	1,258	52%	8
Other	447	417	30	7%	
Total non-current liabilities	4,436	3,140	(1,296)	41%	
Total liabilities	7,020	8,394	1,374	-16%	
Net assets	213,705	218,244	(4,539)	-2%	
Equity					
Accumulated surplus	95,290	88,018	7,272	8%	
Asset revaluation reserve	116,176	128,966	(12,790)	-10%	
Other reserves	2,239	1,260	979	78%	9
Total equity	213,705	218,244	(4,539)	-2%	

Finance Report – Quarterly Review

Balance Sheet – explanations of variances

Ref	Item	Explanation
1	Cash assets	The budgeted balance sheet is as expected at 30 June 2017. This means that cash is favourable at the end of quarter two as it only represents six months of the year. This will reduce as capital works are completed.
2	Receivables	The full rates values were raised in quarter one which was forecast. Only two instalments have been paid at 31 December with the remaining two instalments due in each of the remaining quarters. The budgeted balance sheet amount is the expected balance as at 30 June 2017 and receivables will continue to decline each quarter.
3	Other	Other represents prepayments and accrued income. These are captured at 30 June each year and not through the quarterly reporting process.
4	Investment in associate	This represents both High Country Library Corporation and MomentumOne. The High Country Library Corporation wind up has not yet been finalised.
5	Property, infrastructure, plant and equipment	PPE is less than budgeted as all of the capital works for 2016/17 have not been completed with quarterly three and four remaining to be completed. Also the budget amount included asset valuations expected at 30 June 2016 which did not end up being completed and will occur in 2017.
6	Trade and other payables	Payables are always higher at 30 June each year due to creditors staying open to ensure all expenditure relating to the year is captured.
7	Trust funds and deposits	Trust funds and deposits is higher than budgeted due to the fire service levy amount this year being higher than expected. This was due to a large payment of \$431K being received in June. The fire services levy was remitted in October 2016.
8	Provision for landfill	The landfill rehabilitation liability increase is mainly attributed to an unbudgeted increase in remediation costs for Councils landfills. Work conducted to date has provided more accurate costings associated with the remediation.
9	Other Reserves	Other reserves is higher than budgeted due to no funds being withdrawn from the Dinner Plain reserve as anticipated at 30 June 2016. Also the waste reserve was increased by \$700K at 30 June based on works not completed during 2015/16.

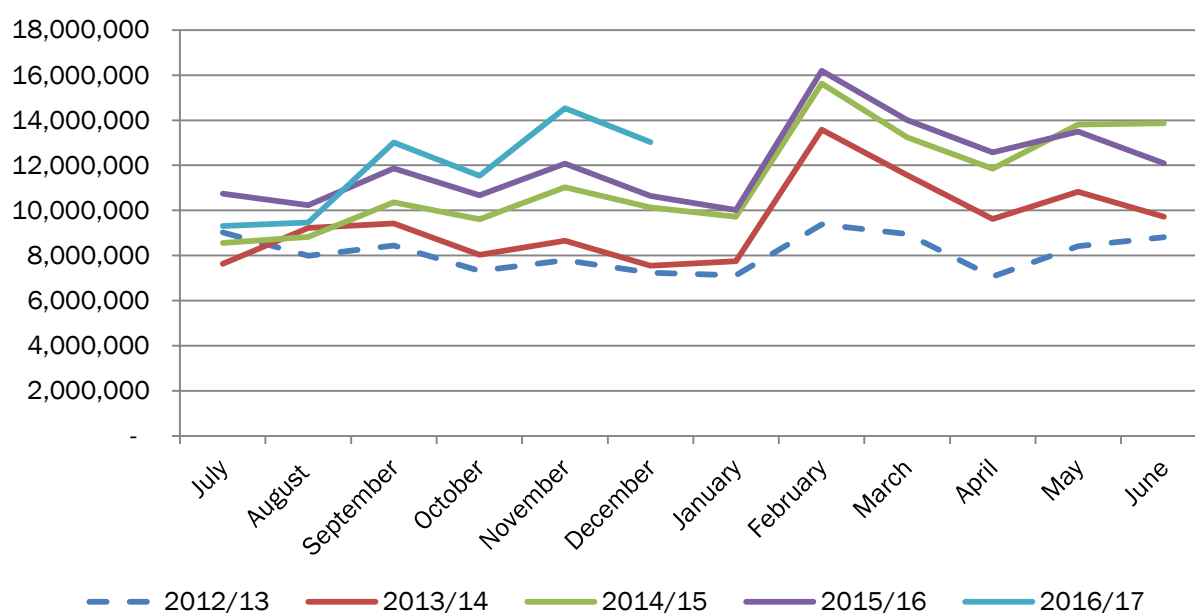
Finance Report – Quarterly Review

Cash and investments

This graph shows the cash position as at the end of the quarter and the variation from month to month.

The cash balance started off slightly lower at the start of the year compared to 2015/16 due to not receiving the Financial Assistance Grant in advance this year. Once the grant was received cash was higher than 2015/16. Overall the strong cash position compared with 2015/16 is due to the change to instalments only for rates payments.

Monthly Cash Balance



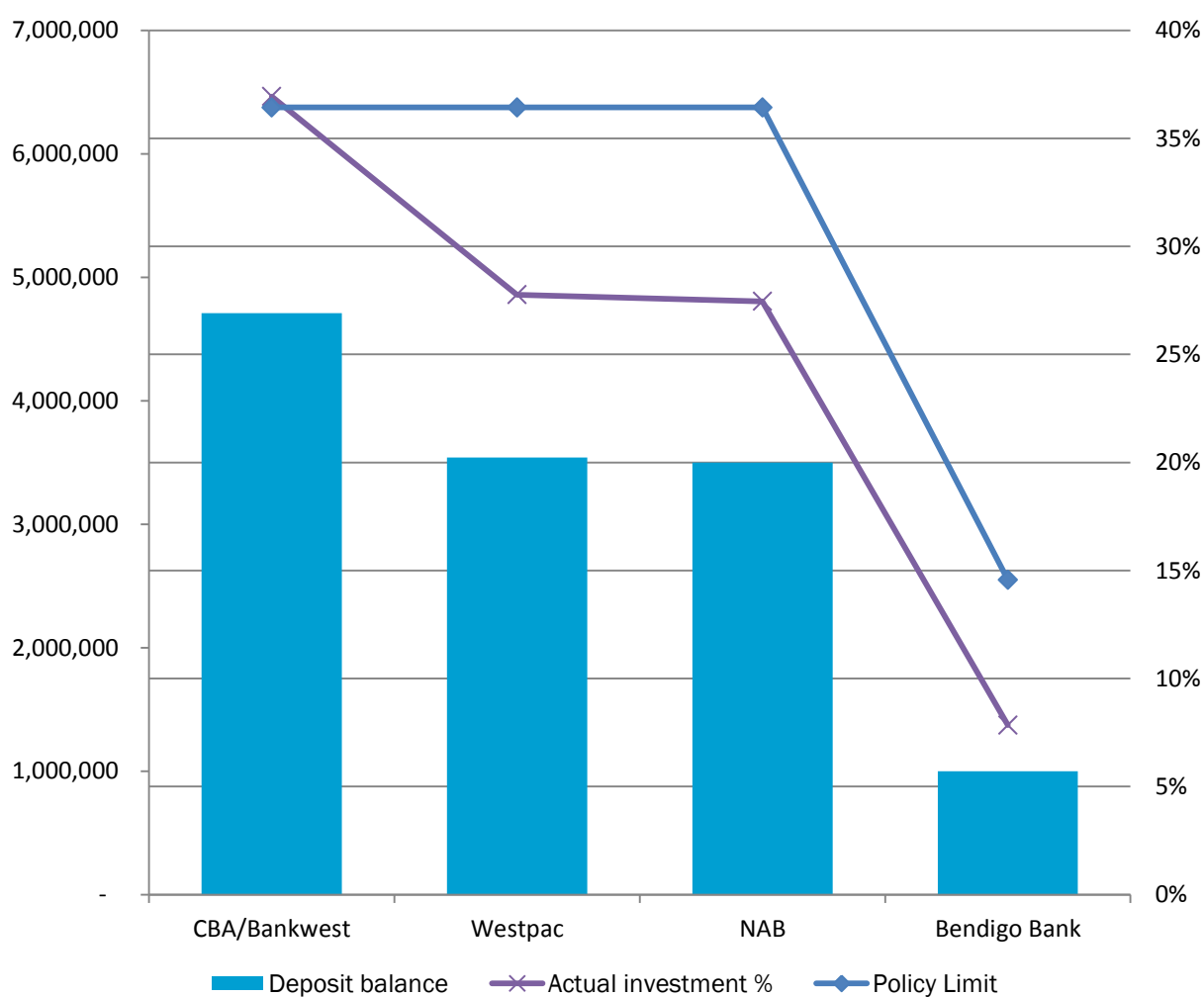
Investment policy

The Finance Committee endorsed a revised investment policy at its June 2016 meeting and this was subsequently adopted by Council in July 2016. The review was undertaken due to the level of cash Council has available and existing investments exceeding the investment policy threshold. The investment policy is now based on a percentage based investment limit (instead of a dollar based limit).

Finance Report – Quarterly Review

Investment listing

Institution	Deposit balance	Policy Limit	Actual investment %	Return
CBA/Bankwest	4,709,286	6,374,640	37%	1.92%
Westpac	3,539,994	6,374,640	28%	2.67%
NAB	3,500,000	6,374,640	27%	2.53%
Bendigo Bank	1,000,000	2,549,856	8%	2.55%
Total	12,749,280		100%	2.31%



Interest bearing liabilities

Council has no loans.

Finance Report – Quarterly Review

Departmental summaries

The following pages show a breakdown of each department's performance for the quarter. Explanations have been provided for variances that are approximately greater than \$10,000 and or 10%.

Department summary – YTD

	YTD Actuals \$	YTD Budget \$	YTD Variance \$	YTD Variance %
Income				
Councillor & Executive	(19,740)	(21,354)	(1,614)	8%
Corporate Services	(15,477,422)	(15,283,602)	193,820	(1%)
Facilities	(3,605,248)	(3,537,856)	67,392	(2%)
Assets - Operating	(52,572)	(22,454)	30,118	100%
Planning and Amenity	(334,878)	(310,752)	24,126	(8%)
Economic and Community Development	(1,733,445)	(1,730,732)		
Assets - Capital	(452,748)	(201,136)	251,611	(125%)
Income Total	(21,676,052)	(21,107,886)	568,166	(3%)
Expenditure				
Councillor & Executive	4,190,337	4,392,070	201,733	5%
Corporate Services	1,357,761	1,403,952	46,191	3%
Facilities	1,064,965	1,213,259	148,294	12%
Assets - Operating	1,043,364	1,262,073	218,709	17%
Planning and Amenity	37,632	140,707	103,075	73%
Economic and Community Development	1,100,370	1,234,857	134,487	11%
Assets - Capital	1,896,794	2,778,500	881,707	32%
Expenditure Total	10,691,223	12,425,417	1,734,195	14%
Total	(10,984,830)	(8,682,469)	2,302,361	(27%)

Department summary – forecast

	Year End Forecast \$	Original Budget \$	Forecast Variance \$	Forecast Variance %
Income				
Councillor & Executive	(44,240)	(10,000)	34,240	100%
Corporate Services	(17,951,583)	(22,060,044)	(4,108,461)	19%
Facilities	(4,329,904)	(4,290,689)	39,215	(1%)
Assets - Operating	(100,572)	(179,500)	(78,928)	44%
Planning and Amenity	(594,575)	(583,634)	10,941	(2%)
Economic and Community Development	(1,924,289)	(1,847,908)	76,381	(4%)
Assets - Capital	(2,538,622)	(1,915,172)	623,450	(33%)
Income Total	(27,483,785)	(30,886,947)	(3,403,162)	11%
Expenditure				
Councillor & Executive	8,950,231	9,474,453	524,222	6%
Corporate Services	2,223,657	5,332,642	3,108,985	58%

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Facilities	2,808,643	3,037,320	228,677	8%
Assets - Operating	2,877,956	2,910,870	32,914	1%
Planning and Amenity	368,521	405,860	37,339	9%
Economic and Community Development	2,484,197	2,289,509	(194,688)	(9%)
Assets - Capital	10,475,333	11,620,346	1,145,014	10%
Expenditure Total	30,188,538	35,071,000	4,882,463	14%
Total	2,704,753	4,184,054	1,479,301	35%

Councillor and executive summary – year end actual against forecast

	YTD Actuals \$	YTD Forecast \$	YTD Variance \$	YTD Variance %
Councillor & executive				
Income				
1.12 Council Support	(19,740)	(21,354)	(1,614)	100%
Total income	(19,740)	(21,354)	(1,614)	100%
Expenditure				
1.11 Council Representation	67,660	76,718	9,058	12%
1.12 Council Support	4,035,575	4,100,269	64,694	2%
1.14 Human Resources	52,844	58,585	5,741	10%
1.15 Business Improvement	29,664	146,493	116,829	80%
1.16 Marketing and Communications	4,594	10,006	5,412	54%
Total expenditure	4,190,337	4,392,070	201,733	5%
Councillor and executive total	4,170,597	4,370,716	200,119	5%

Councillor and executive summary – year end actual against budget

	Year End Forecast \$	Original Annual Budget \$	Forecast Variance \$	Forecast Variance %
Councillor & executive				
Income				
1.12 Council Support	(44,240)	(10,000)	34,240	100%
Total income	(44,240)	(10,000)	34,240	100%
Expenditure				
1.11 Council Representation	318,293	349,862	31,569	9%
1.12 Council Support	8,066,049	8,554,391	488,342	6%
1.14 Human Resources	185,694	187,000	1,306	1%
1.15 Business Improvement	350,000	350,000	(0)	(0%)
1.16 Marketing and Communications	30,194	33,200	3,006	9%
Total expenditure	8,950,231	9,474,453	524,222	6%
Councillor and executive total	8,905,990	9,464,453	558,463	6%

Council support income relates to employee costs recovered from Wangaratta Council for shared employees. This was not budgeted.

Council representation expenditure is down due to

Business improvement was forecast to be equally spent across each quarter. This expenditure will predominately occur in quarter three which relates to the labour hire for the pool season.

Finance Report – Quarterly Review

the election period, which meant there was no attendance at events for Councillors in the lead up to and during this period.

Human resources expenditure is favourable a training expenditure is reduced over busier summer period, this is expected to increase in the final quarter.

Marketing and Communications expenditure is favourable YTD to the forecast but this is expected change when the rebranding project is completed in the last quarter.

Corporate Services summary – YTD

	YTD Actuals \$	YTD Forecast \$	YTD Variance \$	YTD Variance %
Corporate Services				
Income				
2.11 Risk Management				
2.12 Rates	(12,857,917)	(12,670,721)	187,196	(1%)
2.13 Accounting Services	(1,987,409)	(2,007,980)	(20,571)	1%
2.14 IT Services				
2.15 Customer Services	(11,308)	(9,776)	1,532	(16%)
2.16 Library Services	(160,931)	(150,510)	10,421	(7%)
2.17 Library hub	(459,857)	(444,615)	15,242	(3%)
Total Income	(15,477,422)	(15,283,602)	193,820	(1%)
Expenditure				
2.11 Risk Management	468,779	510,242	41,463	8%
2.12 Rates	136,093	82,180	(53,913)	(66%)
2.13 Accounting Services	37,540	29,286	(8,254)	(28%)
2.14 IT Services	285,349	250,050	(35,299)	(14%)
2.15 Customer Services	18,782	18,300	(482)	(3%)
2.16 Library Services	151,861	125,228	(26,633)	(21%)
2.17 Library hub	259,357	388,666	129,309	33%
Total Expenditure	1,357,761	1,403,952	46,191	3%
Total Corporate Services	(14,119,660)	(13,879,650)	240,010	(2%)

Corporate Services summary – forecast

	Year End Forecast \$	Original Annual Budget \$	Forecast Variance \$	Forecast Variance %
Corporate Services				
Income				
2.11 Risk Management				
2.12 Rates	(12,982,315)	(12,793,866)	188,449	(1%)
2.13 Accounting Services	(3,950,105)	(3,993,786)	(43,681)	1%
2.14 IT Services				
2.15 Customer Services	(18,308)	(14,880)	3,428	(23%)
2.16 Library Services	(180,281)	(174,537)	5,744	(3%)
2.17 Library hub	(820,575)	(792,286)	28,289	(4%)
Total Income	(17,951,583)	(17,769,355)	182,228	(1%)
Expenditure				
2.11 Risk Management	515,864	582,672	66,808	11%

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2.12 Rates	173,093	156,499	(16,594)	(11%)
2.13 Accounting Services	67,842	65,200	(2,642)	(4%)
2.14 IT Services	466,949	476,067	9,118	2%
2.15 Customer Services	37,082	37,705	623	2%
2.16 Library Services	205,815	184,893	(20,922)	(11%)
2.17 Library hub	757,011	792,286	35,275	4%
Total Expenditure	2,223,657	2,295,322	71,665	3%
Total Corporate Services	(15,727,926)	(15,474,033)	253,893	(2%)

Risk management expenditure is favourable to forecast YTD due to receiving a refund for work cover related to 2015/16 \$24K and the payment of work cover claims to council.

Rates income is higher as a result of income State Revenue Office for subsidy of the rates land valuation in 2015/16 \$148K. Rates expenditure is over forecast due to payment of land valuations for the Fire Services Levy relating to 2015/16 of \$69K.

IT Services expenditure is higher than forecast due to higher than expected telecommunication costs and unbudgeted expenditure for the installation of the generator at the Bright Office, saving within IT Services are expected to be made to offset this additional expenditure.

Library services expenditure is higher than forecast due to the unbudgeted expenditure for wages for July paid to Wangaratta City Council \$25K.

Library hub expenditure is favourable to forecast as greater expenditure on books occurs in quarters three and four however the budgeted expenditure is evenly distributed over the year.

Facilities summary – YTD

	YTD Actuals	YTD Forecast	YTD Variance	YTD Variance
	\$	\$	\$	%
Facilities				
Income				
2.21 Property Management	(324,905)	(343,889)	(18,984)	6%
2.22 Airports	(10,717)	(10,717)		0%
2.23 Waste and Recycle Service	(3,023,704)	(2,976,574)	47,130	(2%)
2.24 School Crossing	(18,783)	-	18,783	#DIV/0!
2.26 Visitor Information Centres	(111,101)	(96,479)	14,622	(15%)
2.27 Swimming Pools Management & Maint.	(107,396)	(99,736)	7,660	(8%)
2.29 Recreation	(8,642)	(10,461)	(1,819)	17%
Total Income	(3,605,248)	(3,537,856)	67,392	(2%)
Expenditure				
2.21 Property Management	64,726	66,274	1,548	2%
2.22 Airports	19,811	26,864	7,053	26%
2.23 Waste and Recycle Service	806,004	882,577	76,573	9%
2.24 School Crossing	217	122	(95)	(78%)
2.26 Visitor Information Centres	63,037	63,980	943	1%
2.27 Swimming Pools Management & Maint.	70,111	91,252	21,141	23%
2.29 Recreation	31,310	58,038	26,728	46%
2.30 Bright Office	9,749	24,152	14,403	60%

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Total Expenditure	1,064,965	1,213,259	148,294	12%
Total Facilities	(2,540,283)	(2,324,597)	215,686	(9%)

Facilities summary – forecast

	Year End Forecast	Original Annual Budget	Forecast Variance	Forecast Variance
	\$	\$	\$	%
Facilities				
Income				
2.21 Property Management	(654,287)	(658,720)	(4,433)	1%
2.22 Airports	(17,717)	(18,274)	(557)	3%
2.23 Waste and Recycle Service	(3,195,468)	(3,162,294)	33,174	(1%)
2.24 School Crossing	(18,783)	(18,000)	783	(4%)
2.26 Visitor Information Centres	(216,369)	(195,122)	21,247	(11%)
2.27 Swimming Pools Management & Maint.	(206,638)	(217,279)	(10,641)	5%
2.29 Recreation	(20,642)	(21,000)	(358)	2%
Total Income	(4,329,904)	(4,290,689)	39,215	(1%)
Expenditure				
2.21 Property Management	220,026	249,000	28,974	12%
2.22 Airports	32,311	30,774	(1,537)	(5%)
2.23 Waste and Recycle Service	2,071,133	2,209,288	138,155	6%
2.24 School Crossing	467	275	(192)	(70%)
2.26 Visitor Information Centres	144,487	150,900	6,413	4%
2.27 Swimming Pools Management & Maint.	151,609	193,233	41,624	22%
2.29 Recreation	150,060	149,350	(710)	(0%)
2.30 Bright Office	38,549	54,500	15,951	29%
Total Expenditure	2,808,643	3,037,320	228,677	8%
Total Facilities	(1,521,260)	(1,253,369)	267,891	(21%)

Property management income is lower than budgeted at the end of quarter two due to the correction for rental income for the Dinner Plain community centre being coded to this account; however it is budgeted for in the Dinner Plain business function. This has been corrected in quarter two but not on the quarter two forecast. **School crossing** income is favourable YTD as the grant from Vic Roads has occurred sooner than forecast.

Recreation expenditure is favourable due to timing of invoicing for oval works in Mount Beauty \$24K which will occur the third quarter.

Waste and recycle income is favourable due strong transfer station fees income and the sale of scrap steel \$29K occurring sooner than forecasted in quarter one.

Waste and recycle expenditure is favourable to forecast as October waste diversion costs will be paid in quarter and lower recycling kerbside charges than forecast.

Finance Report – Quarterly Review

Asset maintenance summary – YTD

	YTD Actuals	YTD Forecast	YTD Variance	YTD Variance
	\$	\$	\$	%
Asset Maintenance				
3.109 Rail Trail Maintenance				
3.11 Maintenance - Roads	(387)	(21,122)		
3.12 Maintenance Bridges				
3.13 Maintenance - Buildings				
3.14 Maintenance - Drainage				
3.15 Maintenance - Footpaths				
3.16 Open Spaces	(20,905)	(1,200)		
3.17 Operations	(1,148)	-		
3.19 Emergency Management	(30,132)	(132)	30,000	(22758%)
Total Income	(52,572)	(22,454)	30,118	(134%)
Expenditure				
3.109 Rail Trail Maintenance	4,948	8,500	3,552	42%
3.11 Maintenance - Roads	216,403	171,900	(44,503)	(26%)
3.12 Maintenance Bridges	12,520	22,932	10,412	45%
3.13 Maintenance - Buildings	129,126	187,526	58,400	31%
3.14 Maintenance - Drainage	13,103	29,864	16,761	56%
3.15 Maintenance - Footpaths	4,513	12,016	7,503	62%
3.16 Open Spaces	262,919	282,295	19,376	7%
3.17 Operations	322,530	450,010	127,480	28%
3.18 GIS	16,680	15,480	(1,200)	(8%)
3.19 Emergency Management	60,622	81,551	20,929	26%
Total Expenditure	1,043,364	1,262,073	218,709	17%
Total Asset Maintenance	990,792	1,239,619	248,827	20%

Asset maintenance summary – forecast

	Year End Forecast	Original Annual Budget	Forecast Variance	Forecast Variance
	\$	\$	\$	%
Asset Maintenance				
Income				
3.109 Rail Trail Maintenance		-		#DIV/0!
3.11 Maintenance - Roads	(20,387)	(45,500)	(25,113)	55%
3.12 Maintenance Bridges		-		#DIV/0!
3.13 Maintenance - Buildings		-		#DIV/0!
3.14 Maintenance - Drainage		-		
3.15 Maintenance - Footpaths		-		#DIV/0!
3.16 Open Spaces	(25,905)	(25,000)	905	(4%)
3.17 Operations	(1,148)	-	1,148	#DIV/0!
3.19 Emergency Management	(53,132)	(109,000)	(55,868)	51%
Total Income	(100,572)	(179,500)	(78,928)	44%
Expenditure				
3.109 Rail Trail Maintenance	25,501	25,500	(1)	(0%)
3.11 Maintenance - Roads	482,253	386,500	(95,753)	(25%)
3.12 Maintenance Bridges	57,520	58,000	480	1%
3.13 Maintenance - Buildings	380,326	379,500	(826)	(0%)
3.14 Maintenance - Drainage	80,003	80,000	(3)	(0%)
3.15 Maintenance - Footpaths	33,013	33,000	(13)	(0%)

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3.16 Open Spaces	756,519	756,400	(119)	(0%)
3.17 Operations	937,230	1,005,500	68,270	7%
3.18 GIS	18,970	18,970		0%
3.19 Emergency Management	106,622	167,500	60,878	36%
Total Expenditure	2,877,956	2,910,870	32,914	1%
Total Asset Maintenance	2,777,384	2,731,370	(46,014)	(2%)

Maintenance – roads income is unfavourable due to the reversal of development income incorrectly recognised in 2015/16 for \$17K.

Maintenance – roads expenditure was greater than forecast in quarter two due to non-claimable emergency flood works \$82K

Maintenance – buildings expenditure is less than forecast due to roof repair works on Tawonga Hall being delayed due to wet weather.

Maintenance – drainage expenditure is behind schedule due to wet weather conditions in quarters one and two.

Open spaces income is higher than forecast as the grant funding for roadside weed control has been received earlier than expected.

Open spaces expenditure is less than budgeted due to wet weather conditions have resulted in less works have been carried out.

Operations expenditure is less than budgeted due to two main factors. The first being utilities which is mainly due to the timing of invoices. The second is due to plant operations being down as less repairs are carried out in quarter one and two.

Emergency management income is greater than forecast due to grant funding \$30K being received sooner than expected.

Emergency management expenditure is less than forecast due to a late start on fire access trails hydrants as result of seasonal conditions.

Planning and amenity summary – YTD

	YTD Actuals	YTD Forecast	YTD Variance	YTD Variance
	\$	\$	\$	%
Planning and amenity				
Income				
4.21 Statutory Planning	(79,803)	(84,114)	(4,311)	5%
4.22 Building	(141,884)	(100,806)	41,078	(41%)
4.23 Environmental Health	(76,314)	(89,400)	(13,086)	15%
4.24 Local Laws	(36,877)	(33,514)	3,363	(10%)
Total Income	(334,878)	(310,752)	24,126	(8%)
Expenditure				
4.21 Statutory Planning	19,003	30,935	11,932	39%
4.22 Building	806	8,265	7,459	90%
4.23 Environmental Health	10,364	47,162	36,798	78%
4.24 Local Laws	4,054	19,692	15,638	79%
4.25 Strategic Planning	3,405	34,653	31,248	90%
Total Expenditure	37,632	140,707	103,075	73%
Total development services	(297,246)	(170,045)	127,201	(75%)

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Planning and amenity summary – forecast

	Year End Forecast	Original Annual Budget	Forecast Variance	Forecast Variance
	\$	\$	\$	%
Planning and amenity				
Income				
4.21 Statutory Planning	(141,000)	(125,000)	16,000	(13%)
4.22 Building	(190,000)	(187,800)	2,200	(1%)
4.23 Environmental Health	(160,000)	(162,998)	(2,998)	2%
4.24 Local Laws	(103,575)	(102,000)	1,575	(2%)
4.25 Strategic Planning		(5,836)	(5,836)	100%
Total Income	(594,575)	(583,634)	10,941	(2%)
Expenditure				
4.21 Statutory Planning	73,228	74,600	1,372	2%
4.22 Building	23,000	23,380	380	2%
4.23 Environmental Health	122,293	155,080	32,787	21%
4.24 Local Laws	70,000	53,600	(16,400)	(31%)
4.25 Strategic Planning	80,000	99,200	19,200	19%
Total Expenditure	368,521	405,860	37,339	9%
Total development services	(226,054)	(177,774)	48,281	(27%)

Building income is favourable to forecast as a number of high value building permit applications submitted in quarters one and two has resulted in greater than forecast income.

Local laws expenditure is favourable to forecast as the animal registration levy payable to the state government will not be paid until quarter four.

Strategic Planning expenditure is favourable to forecast YTD however as these projects are underway it is expected that most of the budget will be expended by 30 June 2017.

less in the remaining quarters.

Environmental Health income is less than forecasted due to a new system for collecting renewals having been introduced and most of the income is likely to be received in quarter.

Environmental Health expenditure is less than budgeted due to the Domestic Waste Water Plan work having not yet commenced, the works will be completed over the remainder of the year.

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Economic and community development summary – YTD

	YTD Actuals	YTD Forecast	YTD Variance	YTD Variance
	\$	\$	\$	%
Economic and community development				
Income				
2.41 HACC Services	(20,103)	(20,103)		0%
2.42 Maternal & Child Health	(95,498)	(87,893)	7,605	(9%)
4.11 Economic Development	(27)	-	27	#DIV/0!
4.12 Tourism	(255)	-	255	#DIV/0!
4.13 Festivals & Events				
4.14 Community Development	(46,103)	(54,904)	(8,801)	16%
4.15 Youth	(81,039)	(81,239)	(200)	0%
4.16 Dinner Plain Rates and Charges	(1,429,849)	(1,428,823)	1,026	(0%)
4.17 Dinner Plain Management	(60,571)	(57,769)	2,802	(5%)
Total Income	(1,733,445)	(1,730,732)	2,713	(0%)
Expenditure				
2.41 HACC Services	150,829	150,829	(0)	(0%)
2.42 Maternal & Child Health	1,739	2,222	483	
4.11 Economic Development	20,174	30,114	9,940	33%
4.12 Tourism	44,456	176,776	132,320	75%
4.13 Festivals & Events	136,806	122,313	(14,493)	(12%)
4.14 Community Development	112,350	115,140	2,790	2%
4.15 Youth	34,710	42,249	7,539	18%
4.16 Dinner Plain Rates and Charges	331,933	295,872	(36,061)	(12%)
4.17 Dinner Plain Management	267,373	299,341	31,968	11%
Total Expenditure	1,100,370	1,234,857	134,487	11%
Total Economic and community development	(633,075)	(495,876)	137,199	(28%)

Economic and community development summary – forecast

	Year End Forecast	Original Annual Budget	Forecast Variance	Forecast Variance
Economic and Community Development				
Income				
2.41 HACC Services	(20,103)	-	20,103	
2.42 Maternal & Child Health	(153,255)	(164,141)	(10,886)	7%
4.11 Economic Development	(27)	-	27	
4.12 Tourism	(255)	-	255	
4.13 Festivals & Events				
4.14 Community Development	(125,653)	(123,452)	2,201	(2%)
4.15 Youth	(109,275)	(121,236)	(11,961)	10%
4.16 Dinner Plain Rates and Charges	(1,429,849)	(1,378,794)	51,055	(4%)
4.17 Dinner Plain Management	(85,871)	(60,285)	25,586	(42%)
Total Income	(1,924,289)	(1,847,908)	76,381	(4%)
Expenditure				
2.41 HACC Services	150,829	150,000	(829)	(1%)
2.42 Maternal & Child Health	12,039	7,450	(4,589)	(62%)

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4.11 Economic Development	77,174	64,000	(13,174)	(21%)
4.12 Tourism	271,646	270,900	(746)	(0%)
4.13 Festivals & Events	307,027	307,000	(27)	(0%)
4.14 Community Development	256,894	245,888	(11,006)	(4%)
4.15 Youth	110,150	98,583	(11,567)	(12%)
4.16 Dinner Plain Rates and Charges	601,240	599,544	(1,696)	(0%)
4.17 Dinner Plain Management	697,199	546,144	(151,055)	(28%)
Total Expenditure	2,484,197	2,289,509	(194,688)	(9%)
Total Economic and Community Development	559,908	441,601	(118,307)	(27%)

Tourism expenditure is less than expected in quarter two due to the payment to the north east tourism board \$109K not occurring until quarter three.

Festivals and events expenditure is greater than forecast due event sponsorship being paid earlier than forecast to assist event organisers.

Dinner Plain – refer to the detailed Dinner Plain operating statement.

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Dinner Plain detail – YTD

	YTD Actuals	YTD Forecast	YTD Variance	YTD Variance
	\$	\$	\$	%
Income				
4.16 Dinner Plain Rates and Charges				
1601 Dinner Plain Rates & Charges	(1,105,103)	(1,104,579)	524	(0%)
1602 Dinner Plain Waste & Recycling Rates	(324,747)	(324,244)	503	-
	(1,429,849)	(1,428,822)	1,027	(0%)
4.16 Dinner Plain Rates and Charges Total				
4.17 Dinner Plain Management				
1605 Dinner Plain Village Services	(60,571)	(57,769)	2,802	(5%)
2903 Transfer to Dinner Plain Reserves		-		-
4.17 Dinner Plain Management Total	(60,571)	(57,769)	2,802	(5%)
Income Total	(1,490,420)	(1,486,592)	3,829	(0%)
Expenditure				
4.16 Dinner Plain Rates and Charges				
2701 Dinner Plain Marketing	44,281	40,510	(3,770)	(9%)
2702 Bus Services	129,343	129,843	500	0%
2708 Dinner Plain Events	5,868	17,800	11,932	67%
2709 Snow Clearing	93,771	60,901	(32,870)	(54%)
2710 Dinner Plain TV	507	1,707	1,200	70%
2711 Snow Grooming	37,505	22,446	(15,059)	(67%)
2712 Plant Maintenance - Dinner Plain Management	2,877	1,844	(1,033)	(100%)
2713 DPAC operating fees - Dinner Plain Management		500	500	100%
2717 Employee costs - Dinner Plain	17,782	20,322	2,540	-
	331,933	295,872	(36,061)	(12%)
4.16 Dinner Plain Rates and Charges Total				
4.17 Dinner Plain Management				
2703 Resort Maintenance	24,295	34,266	9,971	29%
2704 Waste Management Dinner Plain	114,111	128,076	13,965	11%
2706 Public Facilities	17,623	25,656	8,033	31%
2707 Council Administration	111,344	111,344		0%
2727 Employee Costs - Dinner Plain Management		-		#DIV/0!
4.17 Dinner Plain Management Total	267,373	299,341	31,968	11%
Dinner Plain capital works				
Roads to recovery income		-		-
Dinner Plain - road renewal		-		-
Dinner Plain - Scrubbers End car park rehabilitation		-		-
	500	30,000	29,500	(100%)
Dinner Plain - mountain bike trail implementation				
Dinner Plain - strategic projects	7,987	-	(7,987)	(100%)
Dinner Plain - depot fencing		5,000	5,000	-

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Dinner Plain - safety improvements as Castran Corner	22,795	-	(22,795)	-
Capitalised wages		-		-
Total Dinner Plain capital works	31,282	35,000	3,718	-
Expenditure Total	630,588	630,213	(375)	(0%)
Total	(859,833)	(856,379)	3,454	(0%)

Dinner Plain detail – forecast

	Year End Forecast \$	Original Annual Budget \$	Forecast Variance \$	Forecast Variance %
Income				
4.16 Dinner Plain Rates and Charges				
1601 Dinner Plain Rates & Charges	(1,105,103)	(1,053,679)	51,424	(5%)
1602 Dinner Plain Waste & Recycling Rates	(324,747)	(325,115)	(368)	-
4.16 Dinner Plain Rates and Charges Total	(1,429,850)	(1,378,794)	51,056	(4%)
4.17 Dinner Plain Management				
1605 Dinner Plain Village Services	(85,871)	(60,285)	25,586	(42%)
2903 Transfer to Dinner Plain Reserves	31,146	(89,000)	(120,146)	135%
4.17 Dinner Plain Management Total	(54,725)	(149,285)	(94,560)	63%
Income Total	(1,484,575)	(1,528,079)	(43,504)	3%
Expenditure				
4.16 Dinner Plain Rates and Charges				
2701 Dinner Plain Marketing	99,576	100,000	424	-
2702 Bus Services	189,343	185,000	(4,343)	-
2708 Dinner Plain Events	79,868	80,000	132	-
2709 Snow Clearing	124,771	125,000	229	0%
2710 Dinner Plain TV	1,957	2,000	43	2%
2711 Snow Grooming	59,505	59,500	(5)	(0%)
2712 Plant Maintenance - Dinner Plain Management	4,977	5,000	23	-
2713 DPAC operating fees - Dinner Plain Management	600	2,400	1,800	75%
2717 Employee costs - Dinner Plain	40,644	40,644		-
4.16 Dinner Plain Rates and Charges Total	601,240	599,544	(1,696)	(0%)
4.17 Dinner Plain Management				
2703 Resort Maintenance	82,875	82,200	(675)	-
2704 Waste Management Dinner Plain	307,311	307,400	89	-
2706 Public Facilities	54,423	54,700	277	-
2707 Council Administration	221,444	220,200	(1,244)	(1%)
2727 Employee Costs - Dinner Plain Management		40,644	40,644	100%
4.17 Dinner Plain Management Total	666,053	705,144	39,091	6%
Dinner Plain capital works				

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Roads to recovery income	(24,000)	(24,000)		-
Dinner Plain - road renewal	43,000	50,000	7,000	-
Dinner Plain - Scrubbers End car park rehabilitation	45,000	45,000		-
Dinner Plain - mountain bike trail implementation	40,500	40,000	(500)	(1%)
Dinner Plain - strategic projects	39,987	40,000	13	-
Dinner Plain - depot fencing	25,000	25,000		-
Dinner Plain - safety improvements as Castran Corner	34,795	35,000	205	-
Capitalised wages	13,000	12,391	(609)	(5%)
Total Dinner Plain capital works	217,282	223,391	6,109	3%
Expenditure Total	1,484,575	1,528,079	43,504	3%
Total	(0)	-	0	#DIV/0!

Dinner Plain operates as a separate business function and all revenue is quarantined to a reserve. This reserve then provides for projects which relate to Dinner Plain.

Snow clearing expenditure is greater than forecasted as a result of a delays in the payment of Septembers account until October.

Snow grooming expenditure expenditure is greater than forecasted as a result of a delays in the payment of Septembers account until October.

Waste management expenditure is less than budgeted due to the timing of purchasing of materials. This will occur later in the year.

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Assets – capital income – YTD

	YTD Actuals	YTD Forecast	YTD Variance	YTD Variance
	\$	\$	\$	%
Asset development				
Income				
9.12 Plant and Motor Vehicles Renewal	(79,744)	(51,239)	28,505	-56%
9.28 Building Upgrade	(47,850)	(4,570)	43,280	-947%
9.29 Recreation and Other Upgrades	(196,900)	-	196,900	
9.39 Recreation and Other New	(42,926)	(60,000)	(17,074)	28%
9.5 Projects Grant income	(85,327)	(85,327)		
Total Income	(452,748)	(201,136)	251,611	(125%)

Assets – capital income – forecast

	Year End Forecast	Original Annual Budget	Forecast Variance	Forecast Variance
	\$	\$	\$	%
Asset development				
Income				
9.12 Plant and Motor Vehicles Renewal	(219,744)	(149,000)	70,744	-47%
9.19 Recreation and Other Renewal	(10,000)	(10,000)		
9.28 Building Upgrade	(47,850)	(24,500)	23,350	-95%
9.29 Recreation and Other Upgrades	(368,900)	(363,900)	5,000	-1%
9.2A Waste upgrade	(43,750)	(43,750)		
9.39 Recreation and Other New	(125,051)	(91,000)	34,051	-37%
9.41 Flood recovery	(500,000)	-	500,000	
9.5 Projects Grant income	(1,223,327)	(1,233,022)	(9,695)	1%
Total Income	(2,538,622)	(1,915,172)	623,450	(33%)

Plant and motor vehicles renewal income is favourable to the forecast as actual income exceeds forecast due to plant sales achieving better prices than forecast. .

Building upgrade income is favourable to the forecast due to additional insurance income for Mount Beauty Library as a result of damage incurred during the January 2016 storm event \$26K. As well as grant income was received ahead of expectations for the Lakeview Childcare centre.

Recreation and other – upgrade Actual income exceeds forecast due to earlier completion of milestones for the Bright Alpine Events Park \$192K than planned, and prompt payment of grant income by the funding body.

Recreation and other new income is below the forecasts due to no additional contributions to recreation as a result of new subdivisions in quarter two.

Flood recovery income is forecast at year end based on the estimated damage from the floods in October.

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Assets – capital expenditure – YTD and year end

	YTD Actuals	YTD Budgets	Year end forecast	Original Annual Budget	YTD Variance	YTD Variance	Ref
Expenditure							
9.11 Office Equipment and Furniture Renewal							
3001 IT Equipment & Office Furniture - Renewal	\$106,221	\$100,000	\$106,221	\$100,000	(6,221)	(6%)	
9.11 Office Equipment and Furniture Renewal Total	\$106,221	\$100,000	\$106,221	\$100,000			
9.12 Plant and Motor Vehicles Renewal							
3531 Playground equipment		\$42,000	\$84,000	\$84,000		0%	
3681 Large plant	\$29,300	\$64,000	\$469,300	\$469,000	(300)	(0%)	
3683 White fleet	\$45,495		\$200,495	\$200,000	(495)	(0%)	
3684 Small plant			\$20,000	\$20,000		0%	
3692 Traffic counters			\$16,000	\$16,000		0%	
3697 Grader			\$340,000	\$405,000	65,000	16%	1
3698 Paveliner	\$342,774	\$333,000	\$342,774	\$333,000	(9,774)	(3%)	
9.12 Plant and Motor Vehicles Renewal Total	\$417,569	\$439,000	\$1,472,569	\$1,527,000			
9.13 Road Renewal							
3005 Dinner Plain - road renewal			\$43,000	\$50,000	7,000	14%	
3301 Resealing	\$560		\$730,560	\$730,000	(560)	(0%)	
3650 Mount Beauty - airport runway resealing		\$45,000	\$40,000	\$65,000	25,000	38%	2
3651 Bright - pavement rehabilitation - Churchill ave		\$40,000	\$16,000	\$40,000	24,000	60%	3

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3653 Myrtleford - pavement rehabilitation - Standish st			\$9,100	\$10,000	900	9%	
3654 Dinner Plain - Scrubbers End carpark			\$42,000	\$45,000	3,000	7%	
3655 Bright - pavement rehabilitation - Anderson st	\$315		\$60,315	\$60,000	(315)	(1%)	
3685 Buffalo River - Back creek road - resheeting			\$51,000	\$51,000		0%	
3686 Gapsted - Stoney Creek rd - gravel resheeting			\$22,000	\$22,000		0%	
3687 Rosewhite - Havilah rd - gravel resheeting			\$92,000	\$92,000		0%	
3688 Merriang South rd - gravel resheeting			\$12,000	\$12,000		0%	
3689 Merriang - Merri Meadows rd - gravel resheeting			\$9,000	\$9,000		0%	
3690 Merriang - Merriang Gap rd - gravel resheeting			\$32,000	\$32,000		0%	
3691 Merriang - Merriang Homstead rd - resheeting			\$57,000	\$57,000		0%	
3999 Capitalised wages	\$30,335		\$650,335	\$604,346	(45,989)	(8%)	
9.13 Road Renewal Total	\$31,209	\$85,000	\$1,866,309	\$1,879,346			
9.14 Bridge Renewal							
3634 Harris Lane Bridge		\$197,000	\$190,000	\$197,000	7,000	4%	
3658 Wandiligong - Morses Creek bridge network	\$7,723	\$173,500	\$227,723	\$280,000	52,277	19%	4
3659 Kancoona - Smarts Creek bridge	\$2,368	\$15,000	\$35,368	\$49,000	13,632	28%	5
3660 Myrtleford - Victoria Bridge			\$60,000	\$60,000		0%	
9.14 Bridge Renewal Total	\$10,090	\$385,500	\$513,090	\$586,000			
9.15 Kerb Renewal							
3306 Kerb and channel	\$21		\$113,021	\$75,000	(38,021)	(51%)	6
3661 Myrtleford - O`Donnell ave/Standish st kerb				\$40,000	40,000	100%	7

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9.15 Kerb Renewal Total	\$21		\$113,021	\$115,000			
9.17 Drainage Renewal							
3402 Urban drainage			\$20,000	\$21,000	1,000	5%	
9.17 Drainage Renewal Total			\$20,000	\$21,000			
9.18 Building Renewal							
3617 Renewal - Bright office refurbishment	\$184,905	\$110,000	\$199,905	\$445,000	245,095	55%	8
3700 Myrtleford - old council chambers	\$21,694	\$55,000	\$41,694	\$55,000	13,306	24%	9
3701 Harrietville - community centre (VASP)	\$1,915	\$8,000	\$7,915	\$8,000	85	1%	
9.18 Building Renewal Total	\$208,514	\$173,000	\$249,514	\$508,000			
9.19 Recreation and Other Renewal							
3416 Replacement of bins	\$5,618	\$20,000	\$40,118	\$40,000	(118)	(0%)	
3662 Mount Beauty - tennis courts 3 and 4			\$50,000	\$50,000		0%	
3663 Myrtleford - pool	\$40,984	\$65,000	\$57,984	\$65,000	7,016	11%	
3702 Bright - pool repair	\$326	\$30,000	\$157,326	\$60,000	(97,326)	(162%)	10
3713 Dederang Netball Court			\$3,000		(3,000)		
9.19 Recreation and Other Renewal Total	\$46,928	\$115,000	\$308,428	\$215,000			
9.1A Waste Renewal							
3620 Rehabilitation - Porepunkah	\$45,156	\$230,000	\$945,156	\$760,000	(185,156)	(24%)	11
3625 Wheelie bin replacement	\$12,696	\$25,000	\$26,696	\$50,000	23,304	(24%)	12
9.1A Waste Renewal Total	\$57,852	\$255,000	\$971,852	\$810,000			

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9.23 Road Upgrade

3603 Bright - Alpine Better Places - Mafeking square	\$73,012	\$75,000	\$1,073,012	\$1,475,000	401,988	27%	13
3664 Myrtleford - Alpine Better Places - Myrtle st		\$10,000	\$105,000	\$90,000	(15,000)	(17%)	14
3665 Porepunkah - Nicholsons St - Alpine Better Places	\$82,854	\$65,000	\$207,854	\$1,700,000	1,492,146	88%	15
3666 Wandiligong - School lane			\$32,000	\$32,000		0%	
3703 Tawonga South - Kiewa Valley Highway crossing			\$30,000	\$30,000		0%	
9.23 Road Upgrade Total	\$155,865	\$150,000	\$1,447,865	\$3,327,000			

9.26 Footpath Upgrade

3644 Dinner Plain - balustrade at Castran Corner	\$22,795		\$34,795	\$35,000	205	1%	
3704 Harrietville - tracks and trails signage (VASP)	\$13,892	\$15,000	\$13,892	\$15,000	1,108	7%	
9.26 Footpath Upgrade Total	\$36,687	\$15,000	\$48,687	\$50,000			

9.27 Drainage Upgrade

3415 Rural road drainage			\$158,000	\$158,000		0%	
3601 Upgrade - Urban Road drainage	\$2,920		\$62,920	\$64,000	1,080	2%	
3667 Porepunkah Airfield drainage	\$6,660	\$20,000	\$38,660	\$30,000	(8,660)	(29%)	
9.27 Drainage Upgrade Total	\$9,580	\$20,000	\$259,580	\$252,000			

9.28 Building Upgrade

3361 Lakeview Childcare Centre upgrade	\$2,340		\$10,340		(10,340)		
3516 Mount Beauty Library redevelopment	\$305,788	\$350,000	\$443,788	\$418,000	(25,788)	(6%)	
3668 Myrtleford - Ovens Valley Canine Club		\$15,000	\$15,000	\$15,000		0%	
3669 Dinner Plain depot fencing		\$5,000	\$25,000	\$25,000		0%	

Finance Report – Quarterly Review

3670 Bright - sports centre 24/7 access	\$411	\$25,000	\$24,911	\$25,000	89	0%	
3671 Bright - Art Galley storeroom	\$13,711	\$22,000	\$13,711	\$22,000	8,289	38%	
3709 Bright - office environmental upgrades	\$16,825		\$16,825		(16,825)	100%	16
9.28 Building Upgrade Total	\$339,075	\$417,000	\$549,575	\$505,000			
9.29 Recreation and Other Upgrades							
3606 Upgrade-Mount Beauty Progressing Place - Lakeside	\$33,004	\$42,000	\$38,004	\$42,000	3,996	10%	
3609 McNamara Reserve Netball Court upgrade	\$28,929		\$28,929		(28,929)	100%	17
3627 Bright Football Oval Drainage and Turf	\$93,521	\$143,000	\$142,521	\$143,000	479	0%	
3643 Myrtleford - Nimmo bridge beach	\$11,806	\$15,000	\$15,806	\$15,000	(806)	(5%)	
3672 Bright - Alpine Events Park	\$124,555	\$100,000	\$764,555	\$664,000	(100,555)	(15%)	18
3696 McNamara Reserve lighting upgrade	\$2,488	\$40,000	\$102,488	\$240,000	137,512	57%	19
9.29 Recreation and Other Upgrades Total	\$294,304	\$340,000	\$1,092,304	\$1,104,000			
9.2A Waste upgrade							
3679 Transfer station upgrades	\$958	\$40,000	\$83,000	\$83,000		0%	
9.2A Waste upgrade Total	\$958	\$40,000	\$83,000	\$83,000			
9.31 Office Equipment and Furniture New							
3705 Library books		\$38,000	\$76,000	\$76,000		0%	
3706 Library hub furniture	\$7,051	\$15,000	\$14,051	\$15,000	950	6%	
9.31 Office Equipment and Furniture New Total	\$7,051	\$53,000	\$90,051	\$91,000			
9.32 Plant and Motor Vehicles New							
3680 Excavator			\$80,000	\$80,000		0%	

Finance Report – Quarterly Review

3682 Loader			\$90,000	\$90,000		0%	
9.32 Plant and Motor Vehicles New Total			\$170,000	\$170,000			
9.33 Road New							
3707 Myrtleford - Halls Rd kerb and channel		\$16,000	\$16,000	\$16,000		0%	
9.33 Road New Total		\$16,000	\$16,000	\$16,000			
9.34 Bridge New							
3383 Dunstan Track Germantown			\$118,000		(118,000)	100%	20
3699 Harrietville - East Ovens bridge (VASP)	\$8,000	\$8,000	\$8,000	\$8,000		0%	
9.34 Bridge New Total	\$8,000	\$8,000	\$126,000	\$8,000			
9.36 Footpath New							
3505 Footpaths & Tracks and Trails Infrastructure	\$12,825	\$95,000	\$92,825	\$95,000	2,175	2%	
3675 Tawonga South - Pebble Beach to Damms rd footpath			\$20,000	\$20,000		0%	
3676 Dinner Plain - mountain bike trail implementation	\$500	\$30,000	\$40,500	\$40,000	(500)	(1%)	
9.36 Footpath New Total	\$13,325	\$125,000	\$153,325	\$155,000			
9.38 Building New							
3616 Myrtleford Holiday Park		\$30,000	\$12,000	\$36,000	24,000	67%	21
3712 Sale of land - Gapsted	\$2,170		\$2,170		(2,170)		
9.38 Building New Total	\$2,170	\$30,000	\$14,170	\$36,000			
9.39 Recreation and Other New							
3608 Myrtleford indoor sport stadium feasibility study	\$10,830	\$6,000	\$10,830	\$6,000	(4,830)	(81%)	
3637 Myrtleford - Standish st floodway modelling			\$10,000	\$10,000		0%	

Finance Report – Quarterly Review

3677 Dinner Plain - strategic projects	\$7,987		\$39,987	\$40,000	13	0%	
3708 Bright - splash park screen	\$4,363	\$6,000	\$5,463	\$6,000	537	9%	
3710 Myrtleford - Cundy Park Shelter	\$4,104		\$47,401		(47,401)	100%	22
3711 `Myrtleford - Nil Gully Creek drainage strategy	\$10,555		\$46,555		(46,555)	100%	23
9.39 Recreation and Other New Total	\$37,839	\$12,000	\$160,236	\$62,000			
9.41 Flood Recovery							
3098 Claimable Storm/Flood Restoration Expenditure	\$113,537	\$0	\$643,537	\$0	(643,537)	100%	24
9.41 Flood Recovery Total	\$113,537	\$0	\$643,537	\$0			
Expenditure Total	\$1,896,794	\$2,778,500	\$10,475,333	\$11,620,346			

Finance Report – Quarterly Review

Asset Development projects explanations

During the first two quarters Council completed \$1,897K of capital works compared to the budgeted \$2,778K. End of year forecast is approximately \$1.2m under original budget being approximately \$200K under-budget savings offset by approximately \$600K unbudgeted/over-budget work and approximately \$800K in carry forward projects.

1. **Grader** is forecast to be less than budget due to better pricing expected than originally forecast.
2. **Mount Beauty - airport runway resealing**
Annual forecast is less than budget due to favourable tendered prices.
3. **Bright - pavement rehabilitation - Churchill ave**
Annual forecast is less than budget due to a change in implementation strategy. VicRoads will complete the works and invoice Council for its share of the material costs.
4. **Wandiligong - Morses Creek bridge network**
Actual expenditure is less than forecast due to delays in tendering the works
5. **Kancoona - Smarts Creek bridge**
Annual forecast is below budget due to favourable tendered prices.
6. **Kerb and channel**
Annual forecast exceeds budget due to underestimating carry forward works from 2015/16. The forecast overspend on kerb and channel renewal will be offset by a decision to defer delivery of Myrtleford O'Donnell Ave/Standish St kerb renewal.
7. **Myrtleford - O`Donnell ave/Standish st kerb**
Annual forecast is below budget due to a strategic decision to defer this project to offset the overspend on other kerb and channel renewal projects.
8. **Renewal - Bright office refurbishment**
Actual expenditure exceeds forecast due to a forecasting error. This project is expected to be completed in 2017/18.
9. **Myrtleford - old council chambers**
Annual forecast is less than budget due to a decision to reuse compactus shelving and other costs being less than expected.
10. **Bright - pool repair**
Annual forecast exceeds budget due to an underestimate of the scope/cost of the necessary repairs to both pool liner and wet deck.
11. **Rehabilitation – Porepunkah** project is expected to be greater than budgeted due to stage one of the scope exceeding the previous consultants estimates.
12. **Wheelie bin replacement**
Annual forecast is below budget as the uptake of 360L recycle bins is lower than expected.
13. **Bright - Alpine Better Places - Mafeking square**
Annual forecast is below budget due to refinement of scope, favourable tender prices and deferral of Gateways until 2017/18.
14. **Myrtleford - Alpine Better Places - Myrtle st**
Annual forecast exceeds budget as the design & documentation scope has increased to include all planned Myrtleford works. The original budget did not include Jubilee Park.
15. **Porepunkah - Nicholson St - Alpine Better Places**
Annual forecast is less than budget, as a delay in a related funding announcement has impacted on the start of the works.
16. **Bright - office environmental upgrades**
Unbudgeted opportunistic spend on upgrades to the Mystic Wing to improve environmental efficiency.
17. **McNamara Reserve Netball Court upgrade**
Actual expenditure exceeds forecast as planned completion of the line marking during Q4 2015/16 was impacted by weather, and the full scope of work was not invoiced until 2016/17.
18. **Bright - Alpine Events Park**
The annual forecast exceeds budget due to a strategic decision to bring forward delivery of the internal roads and parking, to achieve efficiency gains through implementing this work concurrently with underground works, and to avoid implementation clashing with a busy event period.
19. **McNamara Reserve lighting upgrade**
Annual forecast is less than budget, due to project delays whilst additional design work was completed.
20. **Dunstan Track Germantown**
Unbudgeted spend endorsed by Council on 20 December 2016 to deliver a box culvert

Finance Report – Quarterly Review

crossing on Dunstan Track.

21. Myrtleford Holiday Park

Annual forecast is less than budget due to a significant reduction in the drainage scope which was agreed with stakeholders.

22. Myrtleford - Cundy Park Shelter

Unbudgeted expenditure following successful grant funding application.

23. Myrtleford - Nil Gully Creek drainage strategy

Unbudgeted expenditure to identify future flood mitigation infrastructure requirements ahead of development approvals.

24. Claimable Storm/Flood Restoration

Expenditure is the expected amount Council will incur as a result of the October floods. Council is able to claim funds back from the

government. Actual expenditure is less than forecasting due to late invoicing by one of the key civil contractors.

Report Conclusion

Council has performed well against budget for the first two quarters. This is due to a matured forecasting approach and a clear focus on controlled spending. The annual forecast is also expected to be favourable to budget \$2.7M, however 65% of which relates to the capital works most of which will to be carried forward to the 2017/18 budget.

<u>17/18 Budget Proposal</u>		<u>18/19 Budget Proposal</u>		<u>19/20 Budget Proposal</u>		<u>20/21 Budget Proposal</u>	
Income		Income		Income		Income	
Alpine Shire Council	95,000	Alpine Shire Council	80,000	Alpine Shire Council	70,000	Alpine Shire Council	60,000
NEVHGC	6,000	NEVHGC	6,000	NEVHGC	6,000	NEVHGC	6,000
ACC	3,000	ACC	6,000	ACC	6,000	ACC	6,000
B&DCC	-	B&DCC	2,000	B&DCC	3,000	B&DCC	3,000
Current ACP funds	68,000	Current ACP funds	19,032	Current ACP funds	2,507	Current ACP funds	23,082
Shuttle operators	18,000	Shuttle operators	25,000	Shuttle operators	25,000	Shuttle operators	30,000
Donation	1,500	Donation	1,500	Donation		Donation	
Sundry	500	Sundry	500	Sundry		Sundry	
Sponsorship	35,000	Sponsorship	40,000	Sponsorship	40,000	Sponsorship	45,000
MTB user-Hero Trail	8,000	MTB user-Hero Trail	15,000	MTB user-Hero Trail	30,000	MTB user-Hero Trail	30,000
Merchandise		Merchandise		Merchandise		Merchandise	
General merchandise	10,000	General merchandise	15,000	General merchandise	20,000	General merchandise	20,000
Event Income		Event Income		Event Income		Event Income	
Spartan	13000	Spartan	13000	Spartan	13000	Spartan	13000
Buffalo	1,500	Buffalo	1,500	Buffalo	1,500	Buffalo	1,500
Permits	3,000	Permits	5,000	Permits	5,000	Permits	5,000
						Attracted events	8,000
Interest Income		Interest Income		Interest Income		Interest Income	
Main account Interest	300	Main account Interest	300	Main account Interest	300	Main account Interest	300
New Income Stream	5,000	New Income Stream	5,000	New Income Stream	5,000	New Income Stream	5,000
Total Income	267,800	Total Income	234,832	Total Income	227,307	Total Income	255,882
Expenses		Expenses		Expenses		Expenses	
Communication Expenses		Communication Expenses		Communication Expenses		Communication Expenses	
Marketing /PR	25000	Marketing /PR	15000	Marketing /PR	25000	Marketing /PR	20000
Postage	123	Postage	123	Postage	123	Postage	123
Printing/Preparation	1,500	Printing/Preparation	1,500	Printing/Preparation	1,500	Printing/Preparation	1,500
Partner Training/support	1,500						
Technology		Technology		Technology		Technology	
Comm--web development	8,000						
Digital media	6,000	Digital media	3,000	Digital media	3,000	Digital media	3,000
Events Expenses		Events Expenses		Events Expenses		Events Expenses	
Promotion, production, reparation	5,000	Promotion, production, reparation	5,000	Promotion, production, reparation	7,000	Promotion, production, reparation	8,000
Employment Expenses		Employment Expenses		Employment Expenses		Employment Expenses	
Wages & Salaries	100,680	Wages & Salaries	105,664	Wages & Salaries	105,664	Wages & Salaries	105,664
Superannuation	9,565	Superannuation	10,038	Superannuation	10,038	Superannuation	10,038
Work Cover	1,800	Work Cover	1,800	Work Cover	1,800	Work Cover	1,800
Staff training	500	Staff training	500	Staff training	500	Staff training	500
Infrastructure - Maintenance		Infrastructure - Maintenance		Infrastructure - Maintenance		Infrastructure - Maintenance	
Creation of loop to Mystic Loop	25000	Mystic Lane ***	35000				
Hero trail maintenance	15000	Hero trail maintenance	15000	Hero trail maintenance	9000	Hero trail maintenance	9000
Weed spraying	2400	Weed spraying	1200	Weed spraying	1200	Weed spraying	1200
Drainage	3000	Drainage	800	Drainage	1800	Drainage	1800
Grading	6000	Grading	3000	Grading	3000	Grading	6000
Park Infrastructure	4000	Park infrastructure	4000	Park infrastructure	9000		
Governance Expenses		Governance Expenses		Governance Expenses		Governance Expenses	
Accounting and audit fee	7,000	Accounting and audit fee	7,000	Accounting and audit fee	7,000	Accounting and audit fee	8,000
Governance costs-inc.AGM	1,000	Governance costs-inc.AGM	1,000	Governance costs-inc.AGM	1,000	Governance costs-inc.AGM	1,000
Governance training	3,000	Governance training	3,000	Governance training	2,000	Governance training	3,000
Risk management services	6,000	Risk management services	3,000	Risk management services		Risk management services	

8.3.2 ACP BUDGET

*ACP funds = accumulated profit from 2017
 **Merchandise 50% increase
 *** Replacement of road surface Mystic Lane

Road maintenance ,Hero maintenance, new and improved signage for safety and closes

22.--**--/--
C--****EXTRACTION OF GROUNDWATER FOR WATER BOTTLING**

This policy applies to land that may be used for the extraction of water that is bottled, onsite or offsite, and sold for commercial purposes.

Policy Basis

The taking of groundwater is controlled under the *Water Act 1989* through the application of a licence to take and use water from a waterway or groundwater. Licences are issued by the Water Corporation and not the planning authority. Groundwater within the Alpine Shire is of a high quality and there is pressure for this water to be extracted in bulk and bottled for human consumption. The extraction of water could have amenity, social, and economic impacts on the Alpine Shire and region. This policy intends to provide guidance to manage the potential impacts from the extraction of groundwater on land use and amenity.

Objectives

To ensure that water extraction facilities are located in areas which minimise the impacts on the community.

To ensure that appropriate infrastructure is provided or exists before a water extraction facility commences operation.

To protect the landscape from visually obtrusive structures associated with water extraction facilities.

To ensure that public safety and amenity will not be affected by truck movements associated with a water extraction facility.

To ensure that the balance of land used for water extraction is used for agriculture or another use consistent with the purpose of the zone.

Policy

It is policy that:

- Water extraction facilities are discouraged in areas which are in close proximity to residential areas and sensitive uses and in highly visible location.
- Water extraction facilities must be sited and managed to minimise the effect on the amenity of the surrounding area with regards to noise, light emissions, traffic and access, visual appearance and impact, and hours of operation.
- Trucks accessing the water extraction facility must be fitted with real time GPS monitoring to track speed, location, times of entry to the property and time of fill and emptying of water.
- The lot containing the water extraction facility must have direct access to a Road Zone 1.
- The infrastructure of the water extraction facility must be landscaped to enhance the visual appearance of the site.
- The water extraction facility must be provided with suitable infrastructure prior to the extraction commencing, including roads and drainage.
- Bottling of water onsite will only be permitted where noise guidelines are met.

Decision guidelines

Before deciding on an application the responsible authority must consider as appropriate:

- The impact of truck movements on the local community.
- The existing and proposed vehicle movements to and from the site per day.
- The potential visual impact of these facilities when viewed from public view points.
- The amenity impacts of these facilities on residential and other sensitive land uses.
- The area of land to be used by the water extraction facility and the loss of agricultural land.
- The use and ongoing management of the balance of the land.
- The access to the site and impact on local traffic.
- The type of trucks to be used by the water extraction facility.
- The hours of operation of the water extraction facility.
- The number of dwellings located within close proximity of the site.
- Whether onsite bottling of the extracted water is proposed.

RECORD OF ASSEMBLY OF COUNCILORS

Meeting Title: Briefing Session
Date: 31 January 2017
Location: Committee Room, Bright Office
Start Time: 2.00pm
Chairperson: Cr Ron Janas, Mayor

Councillor and staff attendees:

Name	Position	Name	Position
Cr Ron Janas	Mayor	Charlie Bird	DA
Cr Tony Keeble	Deputy Mayor		
Cr Sarah Nicholas	Councillor		
Cr John Forsyth	Councillor		
Cr Daryl Pearce	Councillor		
Cr Peter Roper	Councillor		
Cr Kitty Knappstein	Councillor		

Councillor and staff apologies:

Name	Position		
Cr Peter Roper	Councillor	Dave Barry	CEO

1. Conflict of interest disclosures

Nil

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

Nil

3. Matters considered

- Preliminaries
- Departmental overview – Facilities
- Departmental overview – Planning and Amenities
- Memorial Plaques Policy
- Bushfire Management Overlay
- Alpine Community Plantations initial update from chair (Heather Green)
- McNamara Reserve Lighting Upgrade
- Council Plan timetable
- Ordinary Council meeting agenda review
- Hero Trail update
- Funding announcements: Mount Beauty Community Sports Infrastructure funding and

RECORD OF ASSEMBLY OF COUNCILORS



-
- Myrtleford Indoor Sports Stadium funding
 - Question time vs. request to be heard
 - Councillor Code of Conduct
 - Road works in Kiewa Valley feedback
 - Resignation of Regional Development Australia (RDA) chair
 - May Ordinary Council Meeting request from UKVCA to hold meeting in Mount Beauty

RECORD OF ASSEMBLY OF COUNCILLORS

Meeting Title: Briefing Session
Date: 7 February 2017
Location: Committee Room, Bright Office
Start Time: 4.00pm
Chairperson: Cr Ron Janas, Mayor

Councillor and staff attendees:

Name	Position	Name	Position
Cr Ron Janas	Mayor	Dave Barry	CEO
Cr Tony Keeble	Deputy Mayor	Charlie Bird	DA
Cr Sarah Nicholas	Councillor		
Cr John Forsyth	Councillor		
Cr Daryl Pearce	Councillor		
Cr Peter Roper	Councillor		
Cr Kitty Knappstein	Councillor		

Councillor and staff apologies:

Name	Position

1. Conflict of interest disclosures

Nil

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

Nil

3. Matters considered

- Preliminaries
- External presentation – Alpine Community Plantation
- Memorial plaques
- Ordinary Council meeting agenda review
- Murray to Mountains Strategic Direction Group Councillor representation
- National Stronger Region Funding

RECORD OF ASSEMBLY OF COUNCILLORS

Meeting Title: Briefing Session
Date: 21 February 2017
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	Dave Barry	CEO
Cr Tony Keeble	Deputy Mayor	Charlie Bird	DA
Cr Sarah Nicholas	Councillor		
Cr John Forsyth	Councillor		
Cr Daryl Pearce	Councillor		
Cr Peter Roper	Councillor		
Cr Kitty Knappstein	Councillor		

Councillor and staff apologies:

Name	Position

1. Conflict of interest disclosures

Nil

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

Nil

3. Matters considered

- Preliminaries
- Budget Overview
- Alpine Resorts Commission
- Dinner Plain Rating Strategy
- Porepunkah Airfield drainage
- Pebble Beach to Damms Road footpath
- Tronoh Reserve Harrietville

Simmonds Creek Road
Tawonga South, VIC, 3698

21st February 2017

Alpine Shire Council,
P O Box 139
Bright, VIC, 3741

Dear Councillors,

Please find attached a Petition signed by most of the residents of the upper section of Simmonds Creek Road, Tawonga South.

The Petition strongly urges Council to approve the extension of the footpath in Simmonds Creek Road, primarily because of concerns for the safety of children, and other residents.

Please contact either of the undersigned if you would like to inspect the area and/or require more information.

Yours sincerely

Alpine Shire Council	
Received	
22 FEB 2017	
File No.	00650.05.00
Doc No.	5745
Action Officer	CB
C.C.	
C.C.	
C.C.	
CRM:	

SUBMISSION

The following statement is submitted on behalf of Simmonds Creek Road ("SCR") residents listed in Appendix 1. There are additional residents who have not been able to be contacted as yet, however their names will be added to the list in due course.

The issues raised are not new. They were formally raised with Council 10 years ago and they have been periodically raised by longer-term residents for much longer. All residents are united in their view that we have a right to use the street safely for transport and recreation and that the safety issues raised herein should be given the highest priority.

ISSUES

1. Safety

- Above Glenbourne Drive there is no sealed shoulder for walkers, parents with strollers, cyclists etc.
- Where there is a shoulder, it is unsealed, typically very narrow and mostly slopes steeply into open drains.
- SCR has a very steep, narrow section which is very dangerous, especially when vehicles are about.
- There are numerous bends in the road with very limited line of sight. These become exceptionally dangerous when cars/pedestrians/cyclists encounter one another.
- When traveling uphill, cyclists are moving very slowly, making their maneuvering more difficult and increasing their exposure to vehicles.
- There are several elderly residents who regularly walk up and down SCR year round. They have particular concerns about sharing a narrow road with cyclists, as they can be difficult to hear approaching.
- Parts of the road can be icy during the colder months, exacerbating these safety issues.
- After periods of heavy wind and rain the road is often strewn with debris making it particularly dangerous, especially for cyclists when sharing the road with vehicles.
- SCR is often used by heavy vehicles (AGL, CFA etc.), exacerbating these safety issues.
- Many drivers do not adhere to the 50km/hr speed limit, exacerbating these safety issues.
- SCR is used by recreationalists (hunters, walkers etc.) who do not appreciate its residential context.
- At various times of year, morning and afternoon/evening sun can be blinding for all road users, exacerbating these safety issues.
- The photographs in Appendix 2 highlight some of these issues.

2. Drainage

- Addressing the footpath will also give Council the opportunity to properly address the currently inadequate management of stormwater for much of SCR above Glenbourne Drive.
- The current regime of temporary solutions and repairs is not a sustainable use of Council's finite resources.

3. Road users

- During peak times it is very common for multiple vehicles, cyclists and pedestrians to encounter one another simultaneously.
- There are currently over 30 school children living on SCR, most of whom ride or walk to school (this does not include Glenbourne Drive or Highland Court).
- There are a number of residents who have lived on SCR for over 20 years, some of whom are elderly. Many of these residents have raised their children on SCR and tried unsuccessfully for many years to have these safety issues rectified. These residents are still active users of SCR on foot, bicycle and the like.
- There has been a large increase in the number of school children who ride or walk to school. This is a very healthy pastime which ought to be encouraged. Many residents will not let their children ride to school unattended due to the safety concerns, despite their children being adequately skilled and responsible.
- There has also been an increase in the number of adult residents who utilise SCR on foot, bicycle, roller-skis and the like.
- The safety issues noted above have been raised by all residents and road-users.
- There is a consensus opinion that it is not a matter of "if" an accident occurs, but "when".

4. Priorities

- A footpath extension on SCR should be given the highest priority on the basis of the safety concerns raised in this submission.
- The extension of the footpath has already been on Council's register for at least 10 years. It is currently assigned a "low priority" with an estimated timeframe beyond 2025 (over 20 years since the issue was formally raised in 2006). This is simply not acceptable.
- Elevating its priority to "medium" (2020-2025) would result in a path being constructed when many current primary school children will complete high school. This will leave children exposed to the safety issues raised above for almost the entirety of their school lives.
- Also based on these timeframes some elderly residents of SCR may not see these safety issues addressed in their lifetimes.
- Further feasibility studies should not be necessary to determine what has already been agreed upon.
- Any obstacles to the works are not insurmountable. Residents are willing and able to assist and co-operate with Council to achieve the desired result.

5. Brief history to date:

- **Prior to 2006:**

- several current and prior SCR residents engaged with the Council regarding the safety issues and poor drainage on SCR. Despite being given undertakings that the issues would be addressed, nothing substantial ever eventuated.

- **2006:**

- Residents liaised closely with Councillors and staff
 - It was acknowledged that the narrowness of the road and increase in traffic (due to increased resident numbers and tourists), combined with increased use by cyclists and pedestrians (especially children), had generated significant safety concerns.
 - A section of shared path was constructed on the lowest section of SCR, which whilst helpful, did not address the most dangerous sections of the road.
 - Meetings were also held with Council, residents and the owner of . At one of these meetings, a plan was agreed upon which would involve minor earthworks thereby allowing the path to continue past the winery.
 - Also at these meetings, issues were raised regarding the close proximity of the road to the lot boundary at . A study was supposed to take place but residents have never been advised of any outcome and the footpath has never extended past this property.

6. Photographs

- See Appendix 2

COMMUNICATIONS

Please forward any written responses to the email addresses below.
Correspondence will be forward to SCR residents.

Petition to the Alpine Shire Councillors

Regarding:

Simmonds Creek Road footpath and associated works.

Context:

See attached document (previously supplied to Councillors and staff)

Statement:

We, the undersigned, strongly urge the Council to approve the extension of the footpath in Simmonds Creek Road, Tawonga South, and to make provision in the budget for on ground works to commence in 2017/18.

Residents in Simmonds Creek Road have been formally advocating for this extension for more than 10 years. Some longer-term residents have been requesting these works for many more years prior.

In recent times there has been an influx of families with school-age and preschool-age children into the Road. There are many good reasons for this project to proceed as a matter of urgency (see attachment). The primary reason is the safety of pedestrians and bike riders of all ages and young children in strollers and prams. An accident is inevitable with the current road usage. These works would also allow the inadequate drainage on the Road to finally be addressed appropriately.

The safety of Shire residents must be a top priority for the Council.

Name	Address	Signature
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