

M(13) – 9 NOVEMBER 2021

Ordinary Council Meeting

Agenda

Notice is hereby given that the next **Ordinary Meeting** of the **Alpine Shire Council** will be held in the Council Chambers, Great Alpine Road, Bright on **9 November 2021** commencing at **5:00pm**.

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1. Interim Chairperson

Section 25(3) of the *Local Government Act 2020* (LGA 2020) states that the election of Mayor must be chaired by the Chief Executive Officer (CEO) and be conducted in accordance with the Governance Rules.

Chapter 2 of Council's Governance Rules further steps out the process for the Election of Mayor and Deputy Mayor, including the requirement for the CEO to preside at the election of a Councillor to the office of Mayor. The elected Mayor will then preside over the election of Deputy Mayor.

The Chief Executive Officer will assume the role of Interim Chairperson to deal with item 2 through to item 9.1.2 of this Agenda.

2. Recording and livestreaming of Council meetings

The CEO will 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 submitting a question in writing, you consent to your question being read aloud at the meeting.

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.

3. Acknowledgement of traditional custodians, and recognition of all people

The CEO will read the following statement:

The Alpine Shire Council acknowledges the Taungurung Traditional Owners and their ancestors as the Traditional Owners of the land we are now on, we pay our respect to Elders, past and present.

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.

4. Confirmation of minutes

4.1 ORDINARY COUNCIL MEETING – M(12) – 5 OCTOBER 2021

RECOMMENDATION

That the minutes of Ordinary Council Meeting M(12) held on 5 October 2021 as circulated be confirmed.

5. Apologies

6. Obituaries / congratulations

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

7. Declarations by Councillors of conflict of interest

8. Public questions

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

Questions on Notice can be written or from the floor.

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

9. Presentation of reports by officers

9.1 CHIEF EXECUTIVE OFFICER – CHARLIE BIRD

9.1.1 Mayoral Term

INTRODUCTION

The *Local Government Act 2020* (LGA 2020) sets out several requirements for the election of Mayor including the timing of the election of Mayor and the length of the term.

Section 26(3) further requires Council to resolve to elect a Mayor for a term of either one year or two years before electing the Mayor. Whether a Mayor is elected for a one year or two year term, the next election of the Mayor must be held on a day that is as close to the end of that term as is practicable. It is likely that the election of the Mayor will be considered at the relevant November Ordinary Council Meeting.

Chapter 2 of Council's Governance Rules further support the requirement to set the term of office prior to electing the Mayor.

The Chief Executive Officer will call for a motion to set the term of the Office of the Mayor (one year or two years).

RECOMMENDATION

That the term of office of the Mayor be set for a _____ year term.

9.1.2 Election of Mayor

Introduction

The *Local Government Act 2020* (LGA 2020) sets out the requirements for the election of Mayor.

Section 25(1) of the LGA 2020 requires the meeting to elect the Mayor to be open to the public. In accordance with s395 of the LGA 2020, during COVID-19 restrictions a Council meeting streamed live on Council's internet site is considered to meet the requirements of being open to the public, while restricting public attendance inside the Council Chambers at a Council meeting.

Any Councillor is eligible for election or re-election to the office of Mayor.

Role of the Mayor

Section 18 of the LGA 2020 sets out the role of the Mayor:

1. The role of the Mayor is to—
 - a. chair Council meetings; and
 - b. be the principal spokesperson for the Council; and
 - c. lead engagement with the municipal community on the development of the Council Plan; and
 - d. report to the municipal community, at least once each year, on the implementation of the Council Plan; and
 - e. promote behaviour among Councillors that meets the standards of conduct set out in the Councillor Code of Conduct; and
 - f. assist Councillors to understand their role; and
 - g. take a leadership role in ensuring the regular review of the performance of the Chief Executive Officer; and
 - h. provide advice to the Chief Executive Officer when the Chief Executive Officer is setting the agenda for Council meetings; and
 - i. perform civic and ceremonial duties on behalf of the Council.
2. The Mayor is not eligible to be elected to the office of Deputy Mayor.

Specific powers of the Mayor

Section 19 of the LGA 2020 sets out the specific powers of the Mayor:

1. The Mayor has the following specific powers—
 - a. to appoint a Councillor to be the chair of a delegated committee;
 - b. to direct a Councillor, subject to any procedures or limitations specified in the Governance Rules, to leave a Council meeting if the behaviour of the Councillor is preventing the Council from conducting its business;

- c. to require the Chief Executive Officer to report to the Council on the implementation of a Council decision.
2. An appointment under subsection (1)(a) prevails over any appointment of a chair of a delegated committee by the Council.

The Chief Executive Officer will call for nominations and a seconder for the Office of Mayor in accordance with Chapter 2 of Council's Governance Rules.

The Chief Executive Officer will invite the newly elected Mayor to address the meeting.

The Chief Executive Officer vacates the Interim Chair and the Mayor assumes the Chair.

9.1.3 Office and term of Deputy Mayor

Introduction

Section 20A of the *Local Government Act 2020* (LGA 2020) provides that Council may establish an office of Deputy Mayor. This is a change from the *Local Government Act 1989*, where there was no statutory position of Deputy Mayor.

The LGA 2020 requires Council to establish the term of office of Deputy Mayor for either one year or two years prior to electing the Deputy Mayor. As for the Mayor, the next election of Deputy Mayor must be held on a day that is as close to the end of that term as possible. It is likely that the election of the Deputy Mayor will be considered at the relevant November Ordinary Council meeting.

Where Council chooses not to appoint a Deputy Mayor, it must follow the provisions of 20B of the LGA 2020, and appoint an Acting Mayor where:

- a. The Mayor is unable for any reason to attend a Council meeting or part of a Council meeting; or
- b. The Mayor is incapable of performing the duties of the office of Mayor for any reason, including illness; or
- c. The office of Mayor is vacant.

Where Council appoints a Deputy Mayor under s20A of the LGA 2020, the Deputy Mayor must perform the role of the Mayor, and may exercise any of the powers of the Mayor in the situations a-c above.

Council has historically set the term of Deputy Mayor to match the term of the Mayor.

The Chief Executive Officer will call for a motion to create an office of Deputy Mayor, and set the term of the Office of the Deputy Mayor (one year or two years).

RECOMMENDATION

That:

1. *Council establish an office of Deputy Mayor; and*
2. *The term of office of the Deputy Mayor be aligned to the term of the office of the Mayor.*

9.1.4 Election of Deputy Mayor

Introduction

The *Local Government Act 2020* (LGA 2020) requires that the steps for election of Deputy Mayor must follow the same process as for the election of Mayor.

Any Councillor is eligible for election or re-election to the office of Deputy Mayor.

Role of the Deputy Mayor

Section 21 of the LGA 2020 sets out the role and powers of the Deputy Mayor:

The Deputy Mayor must perform the role of the Mayor and may exercise any of the powers of the Mayor if—

- a. the Mayor is unable for any reason to attend a Council meeting or part of a Council meeting; or
- b. the Mayor is incapable of performing the duties of the office of Mayor for any reason, including illness; or
- c. the office of Mayor is vacant.

The role of Mayor is set out in item 9.1.2 of this meeting.

The Mayor will call for nominations and a seconder for the Office of Deputy Mayor in accordance with Chapter 2 of Council's Governance Rules.

9.1.5 Contracts approved by the CEO

RECOMMENDATION

That the Contracts approved by the CEO be noted.

Contract No:	<i>Sealed Road Maintenance Process: RFQ</i>
Title:	<i>Supply and delivery of cationic rapid setting and bitumen content emulsion</i>
Tenderer:	<i>Downer EDI Pty LD</i>
\$ (excl. GST):	<i>\$104,000</i>

Contract No:	<i>Tronoh Dredge Reserve Process: RFQ</i>
Title:	<i>Civil Roadworks and Drainage Upgrade - Tronoh Dredge Reserve Carpark</i>
Tenderer:	<i>Sancon Civil Pty Ltd</i>
\$ (excl. GST):	<i>\$82,970.20</i>

Contract No:	<i>Energy Efficient Street Lighting Process: RFQ</i>
Title:	<i>Streetlight Audit Program Plan to oversee delivery / installation of LED streetlighting across Shire.</i>
Tenderer:	<i>Ironbark Group Pty Ltd</i>
\$ (excl. GST):	<i>\$76,860.00</i>

9.2 DIRECTOR ASSETS – WILLIAM JEREMY

9.2.1 Alpine Shire Events Strategy

INTRODUCTION

This report relates to the adoption of the Alpine Shire Events Strategy, and the actions which follow.

RECOMMENDATION

That Council:

- 1. Adopts the Alpine Shire Events Strategy, noting that the event permitting and funding conditions will apply to events held from 1 July 2022;*
- 2. Develops an Action Plan to be finalised by 31 January 2022 and addressing the key themes, strategies and opportunities identified in the strategy; and*
- 3. Prioritises the projects and programs listed in the Action Plan, identifying resources and budget required to deliver each action.*

BACKGROUND

Events play an important role in the economy of the Alpine Shire and contribute to the health, wellbeing, and social connectivity of our communities.

Prior to the arrival of the COVID-19 pandemic, annual growth in the number of events delivered across the Shire had been strong over a number of years. This was positive for the growth of the tourism economy; however, it also created other issues in the township such as congestion during peak visitation periods, market saturation, reduced resident amenity and potential for community safety to be compromised.

A review of event delivery was carried out in 2018, which resulted in a key recommendation to develop strategic documentation to guide the future delivery of events. To address this recommendation, the development of the Draft Alpine Shire Events Strategy commenced in November 2020.

Following an extensive period of community consultation, the Draft Alpine Shire Events Strategy was developed to reflect the values and opinions expressed by the Alpine Shire community and its business and event stakeholders.

The Draft Strategy was adopted by Council at the July 2021 Council meeting and subsequently placed on public exhibition.

SUBMISSIONS

69 submissions were received in response to the Draft Strategy. 14 of these submissions were received from local community members and a further 55 submissions were received from other areas outside of the Alpine Shire. All Alpine Shire community members making a submission were offered an audience with Council to further discuss their submission.

Each submission has been considered on its merits. A number of significant changes have been made to the Draft Alpine Shire Events Strategy as a result of the feedback received during the public exhibition of the document. The key changes are summarised as follows:

Key Change	Reason for Change
Introduction of an event funding categorisation process which is separate from the event permitting categorisation process.	This change was made in recognition of the feedback that an appropriate level of event funding is not necessarily closely aligned to the size of the event. For example, there are legitimate reasons why a small community event might attract a greater level of support relative to the number of attendees than a larger commercial event.
Shire-wide application of key permitting conditions.	The Draft Strategy was recognised to impose constraints on events in Bright which did not apply to events held elsewhere across the Shire, particularly those relating to high impact events on long weekend and school holidays. The changes have resulted in increased consistency in the application of the event permitting conditions.
Change in the permitting threshold for high impact events from 5,000 to 6,000 attendees, and introduction of discretionary referral of medium impact events to the Risk Assessment Panel.	This change was made to strike a better balance between facilitation of larger events and managing their associated amenity impacts.
Reduction in the 'typical attendance' at a signature event from a minimum of 7,500 to a minimum of 6,000 attendees, and introduction of a process through which signature events can apply for an exemption from the event permitting requirements for high impact events.	This change provides increased flexibility to accommodate proposals from the organisers of unique, one-off events where these are seen to be complementary to the events calendar, and where these events might otherwise not be permissible within the event permitting conditions.
Introduction of a specified review timeframe for the Strategy.	An approach has been taken which is consistent with other Council policies, with the introduction of a nominated 4-year review timeframe for the Strategy.

Stakeholders that made a submission have been provided with feedback on how their submission has been considered and influenced the final strategy.

POLICY IMPLICATIONS

The recommendation is in accordance with the following Strategic Objective of the Council Plan 2021-2025:

- 2.1 Diverse reasons to visit

FINANCIAL AND RESOURCE IMPLICATIONS

The financial and resourcing implications that will result from the adoption of the Alpine Shire Event Strategy will be driven by the agreed actions that arise from the strategy and are captured in the Action Plan.

Actions arising from the Events Strategy will be prioritised. In the event that high priority actions are identified for delivery in 2021/22 which do not have allocated budget, these will be presented to Council for consideration as unbudgeted items. Actions to be delivered from 2022/23 financial year onwards will be funded through the normal Council budgeting processes.

CONSULTATION

Extensive community engagement was carried out to shape the draft strategy, including:

- Workshops with a community reference group and two business and event organiser reference groups (over two phases: (1) project commencement and (2) discussion paper).
- Meetings with key government, Council and industry stakeholders to help inform the project vision and objectives.
- Listening posts with community members were held in Bright, Mount Beauty and Myrtleford.
- Community surveying: 86 surveys were completed by the community and identified community aspirations and key issues facing the community in relation to events. 37 survey responses received from event organisers identified issues facing the events sector and opportunities for event enhancement and development. Summary feedback from consultation can be found in the appendices of the draft strategy.

The following methods have been used to communicate the public exhibition of the Draft Strategy:

- 1 media release
- 2 website notices
- 10 Facebook posts
- 4 newspaper articles/advertisements
- 2 economic development newsletters
- 14 direct emails to key stakeholder

CONCLUSION

The Alpine Shire Events Strategy identifies the key needs and priorities of the community and provides a clear and realistic framework for Council to guide the future delivery of events, commencing 1 July 2022. It is recommended that Council adopts the Alpine Shire Events Strategy.

DECLARATION OF CONFLICT OF INTEREST

In accordance with section 130 of the *Local Government Act 2020*, and Chapter 7 section A6 of Council's Governance Rules, the following officers declare that they have no interests to disclose in providing this report.

- Director Assets
- Acting Manager Economic Development

ATTACHMENT(S)

9.2.1 Alpine Shire Event Strategy

9.2.2 Draft Sport and Active Recreation Plan

INTRODUCTION

This report relates to the public exhibition of the Draft Sport and Active Recreation Plan.

RECOMMENDATION

That Council:

1. *Endorses the Draft Sport and Active Recreation Plan to be placed on public exhibition for a minimum period of 28 days;*
2. *Invites public submissions regarding the Draft Sport and Active Recreation Plan;*
3. *reviews and considers any submissions received; and*
4. *Considers a recommendation to adopt the Draft Sport and Recreation Plan at a future meeting.*

BACKGROUND

Council recognises the significant benefits that can be achieved through participation in sport and active recreation, including improved physical and mental wellbeing, the development of strong social connections, increased demand on local businesses to supply goods and services and greater appreciation of the natural environment. The provision of inclusive, accessible and diverse sport and active recreation pursuits also enhances liveability and has played a role in attracting new residents to relocate to the Alpine Shire.

The Draft Sport and Active Recreation Plan (the Plan) aims to provide a strategic framework to guide Council's investment in sport and active recreation over the next 12 years to ensure that its resources have the greatest impact in positively contributing to the health and wellbeing of the community and promoting liveability and social connections.

The Plan has been developed in consultation with key internal and external stakeholders, is supported by a strong evidence base and aligns closely with the strategic directions contained within Council's plans.

ISSUES

Data contained within the Victorian Population Health Survey (2017) states that:

- 45% of adults in the Alpine Shire are insufficiently active to achieve health benefits, compared with 44% of Victorians.
- 59% of local residents are overweight, compared with 51% of Victorians.
- 26% of local residents are obese, compared with 19% of Victorians.
- Combined, 85% of local residents over 18 years of age or over are either overweight or obese, compared with 70% of Victorians.

To ensure that we can increase participation in physical activity by local residents, we need to address key issues such as activation of spaces, improving accessibility, reducing barriers to participation, ensuring activities are affordable, supporting volunteers and providing more information about what is available.

The Plan has been designed to provide a strategic framework that aims to address these key issues by improving the provision and accessibility of sport and active recreation facilities and programs available to local residents across the Alpine Shire.

POLICY IMPLICATIONS

The recommendations are in accordance with the following Strategic Objectives of the Council Plan 2021-2025:

- 1.1 A community that is active, connected and supported
- 4.3 Accessible parks that promote active and passive recreation

They are also consistent with the following priorities of the Municipal Public Health and Wellbeing Plan:

- Improve healthy eating and physical activity.
- Socially connected and supported communities.

FINANCIAL AND RESOURCE IMPLICATIONS

The development of the Sport and Active Recreation Plan has been supported with \$30,000 of State Government funding through Sport and Recreation Victoria's 2020/21 Local Sports Infrastructure Fund. Council has funded the balance of \$30,000 to bring the project budget to \$60,000.

There are no financial or resource implications associated with the public exhibition of the Draft Sport and Active Recreation Plan.

Actions arising from the Plan will be prioritised and funding sourced when opportunities are identified.

Actions for delivery will be presented to Council for consideration as part of the normal budgeting cycle and processes.

CONSULTATION

Alpine Shire communities have been engaged throughout the development of the draft Plan.

Engagement with residents, community organisations and services occurred through:

- 199 community survey responses
- 504 unique visits online
- 2 community sessions
- 34 responses on social media
- 42 clubs surveyed
- 11 stakeholder meetings with clubs

- 8 State Sporting Associations, schools and Local Government Authorities surveyed

Extensive consultation has also been undertaken with the funding partner Sport and Recreation Victoria utilising their significant experience in the sport and recreation space and setting a sound basis for future funding applications.

CONCLUSION

It is recommended that Council endorses the Draft Sport and Active Recreation Plan for public exhibition. Feedback from the public exhibition period will be considered for inclusion in the final Plan, prior to the Plan being presented for adoption by Council at a future meeting.

DECLARATION OF CONFLICT OF INTEREST

In accordance with section 130 of the *Local Government Act 2020*, and Chapter 7 section A6 of Council's Governance Rules, the following officers declare that they have no interests to disclose in providing this report.

- Director Assets
- Manager Asset Development
- Project Officer

ATTACHMENT(S)

9.2.2 Draft Sport and Active Recreation Plan

9.2.3 Street Sweeper Purchase

INTRODUCTION

This report relates to the purchase of a second hand street sweeper.

RECOMMENDATION

That Council notes that the purchase of a second-hand Rosmech Scarab street sweeper has been concluded for a purchase price of \$125,000+GST and a total on-road cost of \$146,854+GST.

BACKGROUND

Through a competitive tendering process carried out annually, Council has historically dry hired a street sweeper for a 12-week period to support the autumn leaf pick up, with the vehicle being operated by Council staff. The hire cost over recent years has been \$47,000 per annum.

Outside of the leaf pick up period, there are additional tasks which could be more effectively and efficiently carried out if a street sweeper was available to the team year-round. It has not been cost-effective to hire a street sweeper on each additional occasion due to the mobilisation and demobilisation time and costs. These tasks include cleaning litter from the CBD following major events, clean-up after storm events, regular scheduled cleaning of drainage pits and gross pollutant traps, clean-up following oil and fuel spills.

Purchase of a new street sweeper was evaluated and based on a purchase price of \$370,000 and use through the 12-week leaf pick-up period only, the payback period was assessed to be in the range of 6-8 years compared to continuing to dry hire the vehicle. Purchase of a well-maintained second-hand machine at a competitive price was estimated to bring the payback period down to 4-6 years. An amount of \$220,000 was adopted in the 2021/22 financial year capital plant budget.

In the September 2021 Council Meeting, the following recommendations were adopted:

1. *That Council delegates authority to the CEO until 30 June 2022 to purchase a second hand Street Sweeper that may become available at auction or by a direct sale process with a maximum purchase price of \$220,000 + GST, including any sales commission.*
2. *In the event that a purchase is concluded, the agreed purchase price will be disclosed at a future Council meeting.*

Subsequent to the September 2021 Council Meeting, a well-maintained second hand street sweeper became available for sale. The machine was thoroughly assessed, including road testing by experienced members of Council staff, and assessment by a qualified mechanic. A price for the purchase of the machine was negotiated with the seller, and the purchase was subsequently successfully concluded.

ISSUES

No issues to report.

POLICY IMPLICATIONS

The recommendation is in accordance with the following Strategic Objective of the Council Plan 2021-2025:

- 4.5 Assets for our current and future needs

FINANCIAL AND RESOURCE IMPLICATIONS

The 2021/22 Annual Budget includes an allocation of \$220,000 for the purchase of a second-hand street sweeper.

The street sweeper for purchased for \$125,000. Additional on-road costs of \$21,854 have been incurred, which includes stamp duty and transfer costs, roadworthy inspection, renewal of worn parts, and purchase of spare parts and consumables. The total on-road cost of the street sweeper is \$146,854. Council anticipates that it will break even on this investment within four years of purchasing.

CONSULTATION

A thorough assessment of the street sweeper was carried out prior to committing to the purchase. This assessment involved experienced Council staff and qualified mechanics.

CONCLUSION

A second hand street sweeper has been purchased which is considered to provide value for money for Council. The total on road cost of the purchase is \$145,854+GST.

DECLARATION OF CONFLICT OF INTEREST

In accordance with section 130 of the *Local Government Act 2020*, and Chapter 7 section A6 of Council's Governance Rules, the following officers declare that they have no interests to disclose in providing this report.

- Director Assets
- Manager Asset Maintenance
- Depot Operations Officer

ATTACHMENT(S)

Nil

9.2.4 Discontinuance of Government Road - Mount Beauty Airport

File Number: 1500.02

INTRODUCTION

This report relates to the discontinuance of a government road which coincides in location with the proposed extension of the Mount Beauty Airport runway.

RECOMMENDATION

That Council:

1. *Notes that no submissions were received on the proposal to discontinue the road;*
2. *Discontinues 7,451m² of road (shown as crosshatched in Figure 1) in accordance with Clause 3(a) of Schedule 10 of the Local Government Act 1989;*
3. *Authorises the Chief Executive Officer to take all actions required to discontinue the road (including publishing the notice in the Government Gazette); and*
4. *Disbands the committee formed to hear submissions under s223(1)(b) of the Local Government Act 1989.*

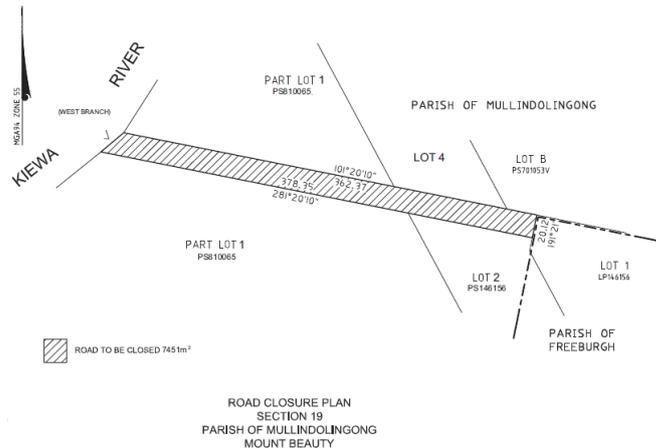


Figure 1: Area of road to be discontinued (shown as crosshatched)

BACKGROUND

A detailed background of this project is set out in the Minutes for the Council meeting held on 7 September 2021.

Before the discontinuance of the unused government road could occur, section 207A of the *Local Government Act (LGA) 1989* required that Council undertakes a public submissions process (pursuant to section 223 of the LGA 1989) to allow for the public to comment on the proposal.

At the Ordinary Council meeting on 7 September 2021, Council resolved to publish a public notice requesting any submissions in accordance with section 223 of the LGA 1989 in relation to Council's proposal to discontinue the unused government road.

The public notice was published in the Alpine Observer on 22 September 2021. The notice stated that 20 October 2021 was the date by which submissions were required to be submitted (being at least 28 days after the date on which the public notice was published). No submissions have been received.

Council may undertake the discontinuance of the unused government road in accordance with clause 3(a) of Schedule 10 of the LGA 1989 which provides as follows:

Power to discontinue roads

A Council may, in addition to any power given to it by sections 43 and 44 of the Planning and Environment Act 1987—

- a. discontinue a road, or part of a road, by a notice published in the Government Gazette; and*
- b. sell the land from that road (if it is not Crown land), transfer the land to the Crown or itself or retain the land.*

ISSUES

DELWP approval

The unused government road is administered by the Department of Environment, Land, Water and Planning (DELWP) which has granted "Approval in Principle" for the sale of the Crown land to Council subject to final Ministerial approval.

In the first instance, DELWP has requested that Council arranges the discontinuance of the road in accordance with clause 3 of Schedule 10 of the LGA 1989.

POLICY IMPLICATIONS

Prior to Council undertaking the process of discontinuance in accordance with clause 3 of Schedule 10 of the LGA 1989, Council was required to publish the public notice and allow for submissions under section 223 of the LGA 1989 to be made. This requirement has been satisfied and no submissions were received.

The recommendation is in accordance with the following Strategic Objective of the Council Plan 2021-2025:

- 4.5 Assets for our current and future needs

FINANCIAL AND RESOURCE IMPLICATIONS

Following the discontinuance of the road and subject to approval of the Minister of Finance, DELWP has indicated that the total value of the land inclusive of all Departmental costs is in the vicinity of \$45,000 (to allow Council to obtain title to the closed road). However, the Department reserves the right to review its decision at any time before delivery of the Crown Grant to Council.

Upon completion of road discontinuance and receipt of deposit, DELWP will proceed to seek final approval of the Minister for Finance. Once the necessary approvals have been obtained the balance of funds to obtain a Crown Grant will be requested.

There is sufficient budget allocation to cover the costs associated with the proposed discontinuance and the ultimate transfer to Council by way of purchase. The anticipated amount payable to DELWP is in the vicinity of \$45,000, subject to final confirmation.

Following the acquisition by Council and subject to:

- a resolution of Council;
- valuations being obtained; and
- compliance with all other requirements under the *Local Government Act 1989* and *Local Government Act 2020*,

the intention is to then sell the remaining parts of the discontinued road to the respective adjoining owners.

CONSULTATION

The respective adjoining owners of the land upon which this government road encroaches have been consulted on the proposed intentions and have no objection to the proposed road discontinuance.

The public notice was published in the Alpine Observer on 22 September 2021 and allowed for submissions until 20 October 2021. No submissions were received.

CONCLUSION

It is recommended that Council proceeds to undertake a discontinuance of 7,451m² of road (shown as crosshatched in Figure 1) in accordance with Clause 3(a) of Schedule 10 of the LGA 1989, and authorises the Chief Executive Officer to take all actions required to discontinue the road (including publishing the notice in the Government Gazette).

DECLARATION OF CONFLICT OF INTEREST

In accordance with section 130 of the *Local Government Act 2020*, and Chapter 7 section A6 of Council's Governance Rules, the following officers declare that they have no interests to disclose in providing this report.

- Director Assets
- Manager Asset Development
- Project Officer

ATTACHMENT(S)

Nil

9.2.5 Backhoe Loader Purchase

INTRODUCTION

This report relates to the award of a Contract for the supply and delivery of one new backhoe loader for the Porepunkah Transfer Station.

RECOMMENDATION

That Council awards a Contract for the supply and delivery of one new JCB 3CX Elite Backhoe to Construction Equipment Pty Ltd for the lump sum price of \$203,450 + GST.

BACKGROUND

At the Mount Beauty Transfer Station, Council currently relies on the engagement of a contractor to carry out stockpile management. This includes push down of skips and the pushing up and moving of all other stockpiles (concrete, green waste, mattresses, fridges etc). Council currently spends approximately \$20,000 per annum on stockpile management in Mount Beauty. The contractor engaged is very competent, however due to competing work commitments there have been occasions where Council has been unable to secure the contractor at the times required.

The need for daily management of stockpiles is increasing due to stricter requirements relating to the size of stockpiles which have been imposed as part of the *Environment Protection Act 2017*, which came into effect on 1 July 2021. The annual cost of engaging a contractor for stockpile management will increase, and we anticipate increasing challenges in scheduling external contractor support on the frequency and at the times required. As a result, the acquisition of a dedicated machine to service the needs of the Mount Beauty Transfer Station is considered to be more cost effective and better able to meet the operational needs than continuing to engage a contractor to carry out this work.

Council currently operates a 5.5 tonne Hitachi excavator at the Porepunkah Transfer Station. This machine was purchased mid-2019. It has served the team well, however with increasing expectations on stockpile management, the increased volumes of waste passing through the Porepunkah Transfer Station and the range of different tasks carried out at this site, it is no longer considered well matched to the requirements at the Porepunkah Transfer Station.

The 5.5 tonne excavator currently being used at the Porepunkah Transfer Station is very well suited to the operational needs at the Mount Beauty Transfer Station, and it is therefore recommended to relocate this excavator to the Mount Beauty Transfer Station, and to purchase a machine which is better matched to the current and anticipated needs at the Porepunkah Transfer Station.

The 2020/21 Annual Budget includes an allocation of funds to purchase a new 8-10 tonne backhoe loader.

A public tender process was followed for the Backhoe Loader. The Tender was advertised in the local newspapers, on VendorPanel and the Alpine Shire Council websites on 29 September 2021. The tender information was downloaded 19 times, and four conforming submissions were received.

EVALUATION

An evaluation was undertaken by the Director Assets, Manager Asset Maintenance and the Depot Operations Officer.

The quotes were evaluated according to the following key selection criteria:

- Cost
- Suitability and previous performance
- Capacity to deliver
- Environmental sustainability
- Social

Through this evaluation process it was determined that the quote received from Construction Equipment best met the selection criteria.

ISSUES

Council's civil works team currently operates an 8-10 tonne backhoe loader, similar to that which has been identified as matching the needs of the Porepunkah Transfer Station. Council will achieve better overall utilisation of plant and improved long-term value through allocating a new machine to the civil works team and transferring the existing backhoe loader into the Porepunkah Transfer Station.

POLICY IMPLICATIONS

Quotes were sought and evaluated in accordance with Council's Procurement Policy.

The recommendation is in accordance with the following Strategic Objective of the Council Plan 2021-2025:

- 4.5 Assets for our current and future needs

FINANCIAL AND RESOURCE IMPLICATIONS

There is sufficient allocation for the purchase of the backhoe loader within the 2021/22 Annual Budget.

CONSULTATION

Input into the decision-making process has been sought from several different councils and civil contractors, including following up on supplier referees and undertaking a demonstration of suitable models.

CONCLUSION

Following a comprehensive assessment process, the tender from Construction Equipment for the supply of a 3CX Elite Backhoe is deemed to present the best value for Council.

DECLARATION OF CONFLICT OF INTEREST

In accordance with section 130 of the *Local Government Act 2020*, and Chapter 7 section A6 of Council's Governance Rules, the following officers declare that they have no interests to disclose in providing this report.

- Director Assets
- Manager Asset Maintenance
- Depot Operations Officer

ATTACHMENT(S)

Nil

9.2.6 Tawonga Caravan Park Upgrade - Buildings Design and Construct Stage 1

File Number: CT21100

INTRODUCTION

The report relates to the award of Contract CT21100 'Tawonga Caravan Park - Buildings Design and Construct Stage 1'.

RECOMMENDATION

That Council awards Contract No. 2110001 'Tawonga Caravan Park - Buildings Design and Construct Stage 1' to Joss Facility Management for the lump sum price of \$504,998 + GST.

BACKGROUND

The works as tendered and recommended for award are required as part of a larger package of overall works for the Tawonga Caravan Park Upgrade and redevelopment.

The package of work recommended to be awarded includes building works associated with the renovation of existing buildings at the park. A complete package of works has been tendered and is proposed to be awarded in two stages.

Stage one includes works to upgrade the two amenities buildings.

Stage two includes ongoing overall management of the site through to practical completion, renovation of the existing camp kitchen building and the construction of a new park administration office and kiosk.

The invitation to tender was advertised in the Herald Sun on the 25 August 2021, Tenders.net and the Alpine Shire Council website.

The tender documents were downloaded by 27 prospective tenderers with five conforming tenders being received.

EVALUATION

The key selection criteria listed in the Invitation to Tender were:

1. Price
2. Qualifications and previous performance
3. Delivery
4. Social
5. Environmental Sustainability

The evaluation panel consisted of the Director Assets, Manager Asset Development and the Project Officer.

Following the initial assessment, three Tenders were shortlisted for further evaluation. The tenderers were invited to clarify aspects of their tender, present their qualifications,

and confirm their proposed methodology including their ability to meet the required timeframes.

The shortlisted tenderers were then reassessed in accordance with the selection criteria. Following the assessment of the shortlisted offers by the evaluation panel it was determined that the tender from Joss Facility Management best met the selection criteria.

ISSUES

The detailed design process has identified the need for additional works, not previously planned, in order to bring the park up to an acceptable and compliant operational standard.

These additional works include:

- stormwater infrastructure upgrade works
- upgrade of all electrical switchboards
- upgrade of an electrical supply transformer by Ausnet Services
- additional sewer works internal to the site

Based on current market rates, the total cost to deliver the project including the additional scope is forecast to exceed the allocated project budget.

To safeguard the project schedule, the works have been split into two stages for delivery, with stage 1 being time-critical works.

Work is ongoing to reassess the remaining scope of work in stage two, and to seek alignment with alternative sources of funding to bridge the gap between the current project budget and the remaining costs to deliver the project.

The recommended award price of \$504,988 + GST incorporates a cost saving offered by Joss Facility Management on the condition that they are awarded both this and the Inground Services and Infrastructure Stage 1 Contract and can therefore benefit from efficiencies in managing the delivery of both contracts on site.

POLICY IMPLICATIONS

The tender was advertised and evaluated according to council's procurement policy.

The recommendation is in accordance with the following Strategic Objective of the Council Plan 2021-2025:

- 4.5 Assets for our current and future needs

FINANCIAL AND RESOURCE IMPLICATIONS

The total project budget is \$2.1 million, which is fully funded by the State Government Department of Jobs, Precincts and Regions through the 'Crisis Committee of Cabinet - Infrastructure Stimulus Fund'.

The scope of work to be delivered under this Contract sits on the project critical path, and it is essential that these works proceed without delay in order to support the

planned date for completion of the project and reopening of the Park to the public which is anticipated to occur on or before Term 3 of the Victorian School holidays in 2022.

There is sufficient allocation within the project budget to deliver the scope of the Contract as recommended for award.

There is, however, insufficient project budget to award Stage 2 of the buildings design and construct work as it is currently scoped and based on the tendered prices which have been received from the market. Work is ongoing to reassess the remaining scope of work, and to seek alignment with alternative sources of funding to bridge the gap between the current project budget and the remaining costs to deliver the project. A further report will be presented to the December Council Meeting with an update.

CONSULTATION

External consultation for the project has occurred with several strategically aligned Authorities including:

- North East Water
- North East Catchment Management Authority
- Fire Rescue Victoria
- Ausnet Services
- Aboriginal Victoria

A Project Control Group has been established to oversee administration of the project, including representation from:

- The State of Victoria - Department of Jobs, Precincts and Regions
- Crown Land Owner - DELWP
- Alpine Shire Council

CONCLUSION

Following a comprehensive tender evaluation assessment, interviews and reference checks, the tender from Joss Facility Management is considered to represent the best value for the project and Council.

DECLARATION OF CONFLICT OF INTEREST

In accordance with section 130 of the *Local Government Act 2020*, and Chapter 7 section A6 of Council's Governance Rules, the following officers declare that they have no interests to disclose in providing this report.

- Director Assets
- Manager Asset Development
- Project Officer

ATTACHMENT(S)

Nil

9.2.7 Tawonga Caravan Park Upgrade - Inground Services and Infrastructure Stage 1

File Number: CT21113

INTRODUCTION

This report relates to the award of Contract 2111301 'Tawonga Caravan Park - Inground Services and Infrastructure Stage 1'.

RECOMMENDATION

That Council awards Contract No. 211131 'Tawonga Caravan Park - Inground Services and Infrastructure Stage One' to Joss Facility Management for the lump sum price of \$510,126 + GST.

BACKGROUND

The works as tendered and recommended for award are required as part of a larger package of overall works for the Tawonga Caravan Park upgrade and redevelopment.

The package of work recommended to be awarded includes the delivery of new and upgraded inground services and Infrastructure. A complete package of works has been tendered and is proposed to be awarded in two stages.

Stage one includes electrical supply and distribution including new switchboards, sewer drainage, fire protection works including water storage tanks and reticulation, potable water reticulation, gas reticulation and street lighting upgrades.

Stage two will include stormwater reticulation and management.

The Invitation to Tender was advertised in the Herald Sun on the 15 September 2021, Tenders.net and the Alpine Shire Council website. The tender documents were downloaded by 29 prospective tenderers with six conforming tenders being received.

EVALUATION

The key selection criteria listed in the Invitation to Tender were:

1. Price
2. Qualifications and previous performance
3. Delivery
4. Social
5. Environmental Sustainability

The evaluation panel consisted of the Director Assets, Manager Asset Development and the Project Officer.

Following the initial assessment, three tenderers were shortlisted for further evaluation. The tenderers were invited to clarify aspects of their tender, present their qualifications, and confirm their proposed methodology including their ability to meet the required timeframes.

The shortlisted tenderers were then reassessed in accordance with the selection criteria. Following the assessment of the shortlisted offers by the evaluation panel it was determined that the tender from Joss Facility Management best met the selection criteria.

ISSUES

The detailed design process has identified the need for additional works, not previously planned, in order to bring the park up to an acceptable and compliant operational standard.

These additional works include:

- stormwater infrastructure upgrade works
- upgrade of all electrical switchboards
- upgrade of an electrical supply transformer by Ausnet Services
- additional sewer works internal to the site

Based on current market rates, the total cost to deliver the project including the additional scope is forecast to exceed the allocated project budget.

To safeguard the project schedule, the works have been split into two stages for delivery, with stage one works sitting on the project critical path.

Work is ongoing to reassess the remaining scope of work in stage two, and to seek alignment with alternative sources of funding to bridge the gap between the current project budget and the remaining costs to deliver the project.

The recommended award price of \$510,126 + GST incorporates a cost saving offered by Joss Facility Management on the condition that they are awarded both this and the Design and Construct Stage 1 Contract and can therefore benefit from efficiencies in managing the delivery of both contracts on site.

POLICY IMPLICATIONS

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

The recommendation is in accordance with the following Strategic Objective of the Council Plan 2021-2025:

- 4.5 Assets for our current and future needs

FINANCIAL AND RESOURCE IMPLICATIONS

The total project budget is \$2.1 million, which is fully funded by the State Government Department of Jobs, Precincts and Regions through the 'Crisis Committee of Cabinet - Infrastructure Stimulus Fund'.

The scope of work to be delivered under this Contract sits on the project critical path, and it is essential that these works proceed without delay in order to support the planned date for completion of the project and reopening of the Park to the public which is anticipated to occur on or before Term 3 of the Victorian School holidays in 2022.

There is sufficient allocation within the project budget to deliver the scope of the Contract as recommended for award.

There is, however, insufficient project budget to award Stage 2 of the inground services and infrastructure package as it is currently scoped and based on the tendered prices which have been received from the market. Work is ongoing to reassess the remaining scope of work, and to seek alignment with alternative sources of funding to bridge the gap between the current project budget and the remaining costs to deliver the project. A further report will be presented to the December Council Meeting with an update.

CONSULTATION

External consultation for the project has occurred with several strategically aligned Authorities including:

- North East Water
- North East Catchment Management Authority
- Fire Rescue Victoria
- Ausnet Services
- Aboriginal Victoria

A Project Control Group has been established to oversee administration of the project, including representation from:

- The State of Victoria - Department of Jobs, Precincts and Regions
- Crown Land Owner - DELWP
- Alpine Shire Council

CONCLUSION

Following a comprehensive tender evaluation assessment, interviews and reference checks, the tender from Joss Facility Management is considered to represent the best value for the project and Council.

DECLARATION OF CONFLICT OF INTEREST

In accordance with section 130 of the Local Government Act 2020, and Chapter 7 section A6 of Council's Governance Rules, the following officers declare that they have no interests to disclose in providing this report:

- Director Assets
- Manager Asset Development
- Project Officer

ATTACHMENT(S)

Nil

9.2.8 Dinner Plain - Snowmaking Design Services

File Number: CT21016

INTRODUCTION

This report relates to the award of a Contract for design services relating to Dinner Plain snowmaking infrastructure.

RECOMMENDATION

That Council awards Contract No. 2101601 for 'Dinner Plain - Snowmaking Design Services' to Foresight Engineering Pty Ltd for the lump sum price of \$225,334.86 + GST.

BACKGROUND

On 2 April 2021, Council sought funding of \$3.0 million from the State Government 'Regional Infrastructure Fund' to deliver the 'Gateway to Alpine Adventure - Dinner Plain Snowmaking' project, comprising of new and upgraded snowmaking infrastructure including:

- Regrading of the existing toboggan run to allow for a consistent and level snow depth.
- New automatic and mobile snow guns.
- Light towers for night lighting.
- New snowmaking infrastructure including pits, water supply, electrical and communications network.
- A covered magic carpet conveyor for transportation to the top of the run.
- A water storage tank for snowmaking.

On 15 June 2021, Council was notified that its funding application had been successful, and funding of \$3.0 million had been allocated to the project. There is no Council co-contribution to this project.

The Tender for design services was advertised in the Herald Sun and Border Mail on 25 August 2021, as well as on tenders.net and the Alpine Shire Council websites.

The Tender documents were downloaded by 27 prospective tenderers and one response was received by the closing date.

EVALUATION

The tender submission received was conforming and evaluated in accordance with the key selection criteria listed in the Invitation to Tender:

- Price
- Qualifications and Previous Performance
- Delivery
- Social

- Environmental

The evaluation panel consisted of the Manager Asset Development and the Project Officer.

Following an assessment of the tender submission, it was determined that the tender from Foresight Engineering Services meets all the requirements of the selection criteria.

ISSUES

Funding milestones require detailed designs and tender documentation to be progressed in 2021/22 financial year, enabling construction in 2022/23 financial year.

Only one tender submission was received, which was benchmarked against Council Officer's pre-tender cost estimate and similar size design projects which have recently been tendered. The amount is approximately 10% higher than the pre-tender cost estimate which is believed to be due to the current high demand for skilled consultants. This submission is considered reasonable and provides value for money.

POLICY IMPLICATIONS

The tender was advertised and evaluated in accordance with Council's Procurement Policy.

The recommendation is in accordance with the following Strategic Objective of the Council Plan 2021-2025:

- 4.5 Assets for our current and future needs

FINANCIAL AND RESOURCE IMPLICATIONS

The total budget for Dinner Plain Snowmaking is \$3.0 million with no financial contribution required from Council.

Based on an award amount of \$225,334 through this Contract, there is sufficient allocation within the project budget to deliver the remaining works associated with the Dinner Plain Snowmaking project.

CONSULTATION

Extensive consultation has been conducted with a wide range of stakeholders which all support the project, including: East Gippsland Water, Mount Hotham Resort Management Board, Regional Development Victoria and Dinner Plain Community Stakeholder Committee.

Further community consultation was undertaken to support the funding application and ensure alignment with the community for the scope that was defined in the application.

A community stakeholder committee has been established to represent the community's contribution to the detailed design and delivery of this project.

CONCLUSION

Following a comprehensive assessment, the tender submission from Foresight Engineering Services Pty Ltd is considered to present value for Council.

DECLARATION OF CONFLICT OF INTEREST

In accordance with section 130 of the *Local Government Act 2020*, and Chapter 7 section A6 of Council's Governance Rules, the following officers declare that they have no interests to disclose in providing this report.

- Director Assets
- Manager Asset Development
- Project Officer

ATTACHMENT(S)

Nil

9.3 DIRECTOR CORPORATE PERFORMANCE - HELEN HAVERCROFT

9.3.1 CCTV Surveillance Cameras Policy

INTRODUCTION

The regular review cycle of Council's policy register means that the CCTV Surveillance Camera Policy (version 4) is due for review.

The review of the CCTV surveillance camera policy ensures that any proposed expansion of the CCTV network in Council owned, operated or managed sites will continue to receive a thorough assessment prior to approval, whilst enabling an efficient approval process.

The review of the CCTV surveillance camera policy has been undertaken by Council officers and it has essentially remained unchanged since the previous version.

RECOMMENDATION

That Council:

1. *Note that no major changes to the CCTV Surveillance Camera Policy have been made as part of this review;*
2. *Revoke CCTV Surveillance Camera Policy No. 093 (Version 4);*
3. *Adopt CCTV Surveillance Camera Policy No. 093 (Version 5); and*
4. *Align and seal CCTV Surveillance Camera Policy No. 093 (Version 5) at the appropriate stage of this meeting.*

BACKGROUND

Council's CCTV Surveillance Camera Policy was first adopted in 2014. At the time the policy governed the installation and usage of CCTV in the Bright Council office and Bright Council depot only.

A review of the policy was undertaken in November 2017 to allow the addition of the Bright Sports Centre as an approved location. A further review in July 2018 allowed for the CEO to endorse future locations, rather than being reliant on updating the policy each time an additional CCTV was required. At the date of writing this report, only one additional location has been approved by the CEO, being the Myrtleford Library following its refurbishment in 2019.

Governing legislation

The *Surveillance Devices Act 1999* regulates the installation, use, maintenance and retrieval of surveillance devices, and restricts the use, communication and publication of information obtained through the use of those devices. The *Privacy and Data Protection Act 2014* provides for responsible collection and handling of personal information - the capture of images of people in CCTV footage is considered personal information.

Objectives of the policy

The use of CCTV surveillance on Council owned, operated or managed sites is to:

- ensure the safety of Council employees, councillors and members of the public;
- protect property from theft and damage;
- discourage unlawful activity;
- improve the investigation of incidents; and
- ensure that CCTV surveillance cameras are installed following a thorough assessment.

Approval requirements

Where new CCTV installations are being considered, requesting officers must complete a CCTV needs assessment form and privacy impact assessment. The needs assessment includes the proposed location, evidence supporting the need for CCTV such as public or staff safety issues, requirements for community and staff consultation, and any privacy impacts. Only once all information required has been completed and assessed, the CEO is able to approve additional locations in accordance with the policy.

Changes made to the policy

The regular review cycle of Council's policy register means that the CCTV Surveillance Camera Policy (version 4) was due for review. The only change in version 5 of the policy is to remove specific reference to the Bright Sports Centre as this is already included within the broader context and to allow authorised personnel to seek IT assistance if required to access footage following an incident. There have been no major changes to any of the policy details.

ISSUES

Council owned and operated facilities

It is acknowledged that there may be instances where Council owns sites but does not operate or manage their functions directly (e.g. local halls and sporting reserves), and also the reverse where Council manages or operates a site, but it is owned by another entity (for example Crown Land administered by the Victorian Department of Environment Land Water and Planning (DELWP)).

The proposed policy allows for CEO approval in Council owned, managed or operated sites, and requires written agreement between all parties including the owner, manager and operator where at least one entity is involved other than Council.

Any proposal for CCTV installation outside of this scope would need to be presented to Council for approval.

Approved locations

All CEO-approved CCTV locations will be included in Council's CCTV location register. Signage will continue to be a requirement of the installation of the systems, so that

visitors to a site where CCTV has been installed are made aware of the presence of cameras.

Management of systems and data

The management of the CCTV systems and access to the footage / data will continue to be governed by the two operational procedures that support the current CCTV surveillance camera policy. Procedures are approved by the CEO and will be updated as required to ensure they remain current.

POLICY IMPLICATIONS

The use of CCTV systems is governed by a suite of legislation to ensure that operation meets surveillance and privacy guidelines. The following legislation must be considered in conjunction with the policy: *Surveillance Devices Act 1999; Privacy and Data Protection Act 2014; Public Records Act 1973; Private Security Act 2004; Freedom of Information Act 1982; Evidence Act 2008; and the Charter of Human Rights and Responsibilities Act 2006.*

The recommendation is in accordance with the following Strategic Objective of the Council Plan 2021-2025

- 5.2 A responsible, transparent and responsive organisation

FINANCIAL AND RESOURCE IMPLICATIONS

The review of the CCTV surveillance camera policy has been undertaken by Council officers and has not required additional expenditure.

Any proposal for installation of CCTV in additional Council owned, operated or managed sites will be subject to Council's financial management and budgetary processes.

CONSULTATION

Council officers and councillors have been briefed as part of this review.

With regard to the Council's Community Engagement Policy, while those in the community visiting Council facilities with CCTV installed are impacted by the use of CCTV, they are unable to influence the decision-making at this time. This is due to the policy remaining essentially unchanged since the previous version. Therefore, the policy has not been released for public submissions prior to being adopted.

CONCLUSION

The review of the CCTV surveillance camera policy ensures that any proposed expansion of the CCTV network in Council owned, operated or managed sites will continue to receive a thorough assessment prior to approval, whilst enabling an efficient approval process.

DECLARATION OF CONFLICT OF INTEREST

In accordance with section 130 of the *Local Government Act 2020*, and Chapter 7 section A6 of Council's Governance Rules, the following officers declare that they have no interests to disclose in providing this report.

- Director Corporate Performance
- Manager Corporate
- Governance Officer

ATTACHMENT(S)

9.3.1 CCTV Surveillance Camera Policy No.093 - Version 5

9.3.2 Complaints Policy

INTRODUCTION

Council is required to develop a Complaints Policy before 31 December 2021 in accordance with the requirements of s107 of the *Local Government Act 2020*. The purpose of this report is to present a Complaints Policy to Council for adoption.

RECOMMENDATION

That Council:

1. *Adopt the Complaints Policy (version 1.0) in accordance with s107 of the Local Government Act 2020, noting that the policy comes into operation on 1 January 2022.*
2. *Sign and seal the Complaints Policy at the appropriate stage of this meeting.*

BACKGROUND

Section 107 of the *Local Government Act 2020* requires that Council must develop and maintain a Complaints Policy that includes:

- a. a process for dealing with complaints made to the Council;
- b. a process for reviewing any action, decision or service in respect of which the complaint is made;
- c. a discretion for the Council to refuse to deal with a complaint which is otherwise subject to statutory review;
- d. the prescribed processes for dealing with complaints about the Council;
- e. the prescribed processes for internal review of complaints made to a Council;
- f. the prescribed processes for exercising the discretion referred to in paragraph (c); and
- g. any other matter prescribed by the regulations.

Council has previously utilised the guidance in the Victorian Ombudman's "Councils and complaints - a good practice guide (1st edition)" when dealing with formal complaints but has not previously had a separate Complaints Policy.

ISSUES

Development of the Complaints Policy

The Complaints Policy was developed with reference to the *Local Government Act 2020*, the recently released Victorian Ombudsman's "Councils and complaints - a good practice guide (2nd edition)", as well as complaints policies shared by other Councils.

What does the Complaints Policy cover?

The Complaints Policy defines a complaint as being a communication, whether oral or in writing to the Council by a person of their dissatisfaction with:

- The quality of an action taken, decision made, or service provided by a member of Council staff, or a contractor engaged by Council;
- A delay by a member of Council staff, or a contractor engaged by Council, in taking an action, making a decision, or providing a service; or
- A policy or decision made by Council, or a member of Council staff, or a contractor.

The Complaints Policy scope does not include those decisions or processes that have a separate statutory or other legislative appeal process. This includes issues like planning applications and decisions, parking and local law infringements, as well as building, health, and food services. Complaints of these types must be dealt with in accordance with their statutory processes and will be managed separately from the Complaints Policy.

The Complaints Policy sets out steps to be undertaken by Council when a complaint has been lodged, including time frames for initial response and resolution.

It is important to note that the Complaints Policy deals with complaints. Complaints are not 'requests for service', where a customer contacts Council to seek assistance, access a new service, seek advice, or to report something that Council is responsible for.

However, where a request for service is not actioned within an acknowledged timeframe, the customer may lodge a complaint about the failure to follow up on the initial request.

Commencement and rollout

The development of the Complaints Policy is an important step in providing improved customer service to Alpine Shire residents and ratepayers. The recommendation that the policy be adopted now, but come into operation on 1 January 2022, provides Council staff with the opportunity to roll the policy out across the organisation, and to ensure that staff training and follow up guidance is available for all those that may receive and manage complaints.

POLICY IMPLICATIONS

The proposed policy is in accordance with s107 of the *Local Government Act 2020*. Operational procedures will be implemented to provide further guidance for staff in how to manage complaints in accordance with the Complaints Policy.

The recommendation is in accordance with the following Strategic Objective of the Council Plan 2021-2025:

- 5.1 Effective communication and engagement

FINANCIAL AND RESOURCE IMPLICATIONS

Resourcing has been allocated to deliver training for Council staff on the Complaints Policy including definitions, the difference between a complaint and a request for service and the steps to be completed when a complaint is received. In addition, resourcing has been allocated to improve the system for capturing the complaints and developing the necessary reporting needed.

CONSULTATION

Officers have consulted with the CEO, Directors, Managers and key staff in the development of the Complaints Policy. The policy will be rolled out to all staff during November and December 2021, before coming into operation on 1 January 2022.

The Council's Community Engagement Policy was reviewed and whilst those in the community may make complaints, they are not able to influence the policy development given its operational nature, guiding the way that Council will deal with any complaints. Consequently, the policy has not been released for public submissions prior to being adopted.

CONCLUSION

Development of the Complaints Policy is a requirement of the *Local Government Act 2020*. The policy recognises Council's commitment to providing a high-quality service to all customers and community members and seeking out opportunities to improve service delivery. The policy identifies where Council fails to meet a customer's expectations the customer may wish to make a complaint and the resulting actions to be undertaken by Council.

DECLARATION OF CONFLICT OF INTEREST

In accordance with section 130 of the *Local Government Act 2020*, and Chapter 7 section A6 of Council's Governance Rules, the following officers declare that they have no interests to disclose in providing this report.

- Director Corporate Performance
- Manager Corporate
- Customer Service Coordinator

ATTACHMENT(S)

9.3.2 Complaints Policy (version 1.0)

9.3.3 Planning Compliance Policy

INTRODUCTION

Council is introducing a Planning Compliance Policy to enable Council Authorised Officers to enforce the *Planning and Environment Act 1987* and the Alpine Planning Scheme in accordance with Council direction. This report relates to adoption of the Planning Compliance Policy, following community consultation and public exhibition period.

RECOMMENDATION

That Council:

1. *Adopts the Planning Compliance Policy (version 1.2); and*
2. *Signs and seals the Planning Compliance Policy at the appropriate stage of the meeting.*

BACKGROUND

This Planning Compliance Policy sets out the principles, criteria and measures that Council will use to enforce the provisions of the *Planning and Environment Act 1987* and the Alpine Planning Scheme.

Council endorsed the Draft Planning Compliance Policy and directed it be placed on public exhibition at the September Ordinary Council Meeting.

ISSUES

The *Planning and Environment Act 1987* (the Act) and Alpine Planning Scheme regulates land uses and developments across the municipality. These activities are controlled by the provisions in the Planning Scheme, the statutory planning process including the imposition of conditions on permits, and Victorian Civil and Administrative Tribunal (VCAT) enforcement orders.

Section 14 (a) of the Act places an obligation on Council to efficiently administer and enforce the Planning Scheme. On occasion, landowners, occupiers, or people using the land fail to obtain appropriate planning approvals or fail to abide by the conditions of planning permits or provisions of the Planning Scheme. Compliance is mandatory and when breaches do occur, compliance and enforcement action must be taken.

POLICY IMPLICATIONS

The recommendation is in accordance with the following Strategic Objective of the Council Plan 2021-2025:

- 4.2 Planning and development that reflects the aspirations of the community

FINANCIAL AND RESOURCE IMPLICATIONS

There are no additional financial or resource implications by the adoption of the Planning Compliance Policy.

CONSULTATION

In accordance with Council's Community Engagement Policy the draft Planning Compliance Policy was placed on public exhibition for a period of 14 days and was promoted through Council's website and advertised in the local paper.

Council received one external submission, which was positive and supportive of the policy during the public exhibition period. The other submission was an internal submission which made typographical clarifications to the draft policy and the options available for Council to undertake as part of its compliance and enforcement action. This resulted in minor wording clarifications to the draft Planning Compliance Policy.

Submission	Summary of submission	Council response
1	Support for policy to be in place	No changes to policy required.
2	Make clear compliance is expected and mandatory, and if compliance not met enforcement action may be taken.	Amended policy to clarify compliance is mandatory and that when breaches occur a range of compliance and enforcement options are available to the Council.

CONCLUSION

The Planning Compliance policy sets direction to enable compliance with the Alpine Planning Scheme and the *Planning and Environment Act 1987*. The preparation of the plan has included broad community engagement, including the 14-day public exhibition period. One submission in favour of the policy was received during the exhibition period.

The Planning Compliance Policy has now been referred to Council with a recommendation to adopt.

DECLARATION OF CONFLICT OF INTEREST

In accordance with section 130 of the *Local Government Act 2020*, and Chapter 7 section A6 of Council's Governance Rules, the following officers declare that they have no interests to disclose in providing this report.

- Director Corporate Performance
- Manager Planning and Amenity
- Compliance Coordinator

ATTACHMENT(S)

9.3.3 Planning Compliance Policy (version 1.2)

9.3.4 Draft Domestic Animal Management Plan 2022-2026

INTRODUCTION

This report relates to the public exhibition of the draft Domestic Animal Management Plan 2022-2026 required under the *Domestic Animals Act 1994*.

RECOMMENDATION

That Council:

1. *Endorse the draft Domestic Animal Management Plan 2022-2026.*
2. *Place the draft Domestic Animal Management Plan 2022-2026 on public exhibition for 28 days inviting public submissions; and*
3. *After reviewing and considering any submissions adopt the draft Animal Management Plan at a future Council Meeting.*

BACKGROUND

Council's Domestic Animal Management Plan (DAMP) is reviewed every four years to meet Council's obligations under the *Domestic Animals Act 1994*.

The draft DAMP sets out how the Council will manage the domestic animal (cats and dog) population over each four-year period.

The existing DAMP 2017-2021 contained various objectives. Some were not completed within the timeframe and have therefore been included in the draft DAMP 2022-2026. These include:

- Officer Training
 - Cert IV in Animal Control and Regulation
 - Cert IV in Local Government (regulatory services)
- Continuation with the 84Y Agreement with RSPCA;
- Annual support of Vet discounted de-sexing;
- Improvement of existing systems data recording systems;
- Further improve public awareness program;
- Investigate a cat curfew.

The draft DAMP 2022-2026 satisfies the requirements of the *Domestic Animals Act 1994* as it relates to the DAMP preparation.

ISSUES

Authorised Officer training

The DAMP 2017-2021 set out Council's aspiration to have fully certified Authorised Officers. It was not possible to complete this training so DAMP 2022-2026 commits to complete Certificate IV in Animal Control and Regulation and a Certificate IV in Local Government (regulatory services). The changes in personnel within the Council has additionally made completion of the training difficult.

Investigation into a cat curfew

With a focus on Bushfire Recovery and the challenges around Covid restrictions this commitment was not achieved. The draft DAMP 2022-2026 maps this activity in the first quarter of 2022. The issue has potential to have wide community interest and as such will require significant consultation and consideration.

Data recording error

An issue with data recording was established in 2021. Not all animals that were picked up by Council prior to July of this year were being recorded as impounded in accordance with the *Domestic Animals Act 1994*. Records were only kept where animals were placed in the pound and no record was kept where animals were returned directly to owners, rehomed directly to RSPCA or picked up by owners prior to lodgement in the pound. The capture of this data has now been established for this financial year. However, statistics were not able to be recovered for previous periods and data is yet to be confirmed for the 2019/2020 period.

The following table (extract from draft DAMP 2022-2026) provides information on Council's domestic animals as well as providing a comparison of previous years.

Alpine Shire Council Key Statistics	2017/18	2018/2019	2019/2020	2020/2021
Number of registered rate payers	12,515	12,730	12,812	12,973
No. of Registered Dogs	2,516	2,060	***	2689
No. of Registered Cats	645	503	***	466
No. of Registered Declared Dogs	6	18	18	19*
No. of Prosecutions Completed	0	0	0	0
No. of Successful Prosecutions	N/A	N/A	N/A	N/A
No. of domestic animals collected	99	64	88**	72**
No. of domestic animals reclaimed or rehomed	89	59	36**	69**
No. of domestic animals euthanized	10	5**	10*	3**

* Not all dogs declared reside in the Shire.

** Records have not captured all impounds as detailed above under Data Recording

*** Data still to be confirmed.

POLICY IMPLICATIONS

Council's Domestic Animal Management Plan (DAMP) is reviewed every four years to meet Council's obligations under the *Domestic Animal Management Act 1994*. This report is consistent with the following Council Plan 2021-2025 strategic objective:

- 3.2 Stewardship and care of our natural environment

FINANCIAL AND RESOURCE IMPLICATIONS

The initiatives contained within the draft DAMP 2022-2026 are to be implemented over the coming four-year period. The plan will require additional funding of approximately \$8,000 for training of the Local Laws officer to obtain the:

- Cert IV in Animal Control and Regulation, and
- Cert IV in Local Government (regulatory services).

The training is part time for a period of 16 months duration.

CONSULTATION

In accordance with the Community Engagement Policy the draft DAMP 2022-2026 should be placed on public exhibition for a period of 28 days during which time submissions are sought from the community.

CONCLUSION

The draft DAMP 2022-2026 meets Council's obligations under the *Domestic Animals Act 1994*. It is recommended that Council endorses the draft DAMP 2022-2026 for public exhibition. Feedback from the public exhibition will be considered for inclusion in the final DAMP 2022-2026, prior to its adoption by Council at a future Council meeting. Following the Council's adoption of DAMP 2022-2026 it will be sent to the Secretary, Department of Economic Development, Jobs, Transport and Resources, in accordance with the *Domestic Animals Act 1987*.

DECLARATION OF CONFLICT OF INTEREST

In accordance with 130 of the Local Government Act 2020, and Chapter 7 section A6 of Council's Governance Rules, the following officer declare that they have no interests to disclose in providing this report.

- Director Corporate Performance
- Manager Planning and Amenity
- Compliance Coordinator

ATTACHMENT(S)

9.3.4 Draft Domestic Animal Management Plan 2022-2026

9.3.5 Climate Emergency and Community Climate Action Plan

INTRODUCTION

The purpose of the report is to respond to the Climate Emergency Declaration Motion put to the 5 October Ordinary Council meeting. The report outlines the preliminary resource and costs required to develop a roadmap for a Community Climate Action Plan.

RECOMMENDATION

That Council notes the resource and cost implications of developing a Community Climate Action Plan.

BACKGROUND

On the 7 September 2021 Council adopted its Corporate Climate Action Plan which set the ambitious target of achieving net zero greenhouse gas emissions from Council operations by July 2023.

At Council's Ordinary meeting held on 5 October, Councillors adopted a motion requesting details on the resource and cost implications of preparing a Community Climate Action Plan.

This report provides an estimate of the resource and cost implications of developing a detailed roadmap of the priority activities, community engagement, resources, costs and time required to develop and implement a Community Climate Action Plan. A high-level Roadmap Overview was developed (as per attachment 9.3.5) to indicate the extent of community emission contributors and required initiatives together with some assessment of their potential prioritisation. The resource and cost identified in this report are to develop this Roadmap Overview.

ISSUES

The Roadmap Overview indicates the extent of community emission contributors and required initiatives together with some assessment of their potential prioritisation giving a sense of the scale of the undertaking to establish a comprehensive Community Climate Action Plan. The Roadmap Overview also demonstrates the scale of the detailed work that would be required to baseline the emissions to enable effective measurement of emission reductions. Determining and prioritising the many relevant climate action initiatives needs consideration and analysis of financial implications, weighed against the emissions reduction effectiveness, while also considering community attitudes and preferences.

Council has control over its own emissions and the steps taken to mitigate and offset those emissions. We can advocate to others in Alpine Shire, but Council does not have direct control over their emissions. Effective community consultation will be a critical component of the Action Plan to ensure priority initiatives and actions are aligned with community values.

Prior to determining a target, significant work is required to calculate baseline emissions from the areas outlined in the attached Roadmap Overview, so measurable targets can be considered. The baseline GHG emissions from Council operations is calculated at 2,384 tonnes CO₂ equivalent (t CO₂-e) per year making up less than 1% of the Shire's total emissions (estimated to be 312,000 tonnes) demonstrating the importance of comprehensive baselining analysis.

A successful Community Climate Action Plan requires extensive community engagement and research to prioritise and cost the initiatives as outlined in, but not limited to, the attached Roadmap Overview. A detailed and costed roadmap will inform Council to establish the ongoing approach and commitment; be it a staged approach where actions are prioritised and committed to annually, or a long term prioritised, scheduled, and budgeted commitment.

Council can influence effectively, but that influence will be leveraged as Council delivers on the Corporate Climate Action Plan. It is imperative that Council delivers on this commitment and lead others in our Shire to achieve this goal.

POLICY IMPLICATIONS

The recommendation is consistent with section 9(2)(c) of *Local Government Action 2020*.

1. Councils are required to promote the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks

The recommendation is in accordance with the following Strategic Objective of the Council Plan 2021-2025:

- 3.1 Decisive leadership to address the impacts and causes of climate change

FINANCIAL AND RESOURCE IMPLICATIONS

The creation of a plan to set out community wide climate action is a significant undertaking, and the scoping opportunities are very broad reaching. A Community Climate Action Plan will be a long-term commitment from Council to support and empower the community to implement emissions reduction strategies and resilience improvement measures.

Council has the expertise to develop a Community Climate Action Plan. However, these resources are fully committed until January 2023 with a focus on:

- the implementation of the Corporate Climate Action Plan, and
- the Food Organics and Garden Organics (FOGO) kerbside collection service.

The impact of declaring a climate emergency will bring forward this scoping work by six (6) months and cost 0.5 FTE plus \$65,000.

This resource and cost would fund a suitably qualified specialist to complete a detailed roadmap. However, Council notes it does not include the development or implementation of the Plan itself. These elements remain un-costed with an uncertain timeframe.

In order to facilitate effective and widespread community climate action in a manner reflective of the urgency of a climate emergency declaration, additional, ongoing, resourcing will be required. Council would need to identify and fund a suitably qualified specialist to complete a detailed roadmap for a community climate action plan next financial year.

This resource will be tasked to develop a comprehensive, costed and prioritised roadmap to develop a Community Climate Action Plan. This will involve scoping and prioritising reduction initiatives and potentially commencing GHG emissions baseline calculations, reduction target setting and some limited community engagement. It is anticipated that resourcing the development of the roadmap will cost in the order of \$65,000 plus an additional 0.5 FTE within the Council Sustainability Team.

Many opportunities exist to leverage off State and Federal Government funding as well as collaboration with other Councils and community groups throughout the development and implementation of the Community Climate Action Plan. These will be maximised to reduce the resource burden to Council. Further advocacy to State and Federal government groups of the need for funding, particularly for small, resource stretched Councils, will further strengthen our ability to increase the capacity of the community to mitigate and adapt to climate change.

CONSULTATION

Following positive feedback on the adoption of the Corporate Climate Action Plan there has yet to be any community engagement to inform the Community Climate Action Plan Roadmap Overview (attachment 9.3.5).

The detailed roadmap, development and implementation will require extensive ongoing community consultation and engagement. This will help determine where the priorities should lie and create community ownership and buy in to ensure the success of any emissions reduction targets and adaptation and resilience measures.

CONCLUSION

The cost and resourcing implications to develop a detailed roadmap are 0.5 FTE plus \$65,000 with the effect of bringing this work forward by six (6) months.

The financial implications of developing and implementing the Community Climate Action Roadmap is not yet determined.

DECLARATION OF CONFLICT OF INTEREST

In accordance with section 130 of the *Local Government Act 2020*, and Chapter 7 section A6 of Council's Governance Rules, the following officers declare that they have no interests to disclose in providing this report.

- Director Corporate Performance
- Manager Facilities
- Sustainability Coordinator
- Environment Officer

ATTACHMENT(S)

9.3.5 Community Climate Action Roadmap Overview

9.3.6 Climate Council Cities Power Partnership

INTRODUCTION

The purpose of this report is to note that Council has become a member of the Cities Power Partnership Program.

RECOMMENDATION

That Council notes it has become a member of the Cities Power Partnership Program.

BACKGROUND

The Cities Power Partnership (the program) is a free national program run by the Climate Council. It aims to provide local governments with the tools, knowledge, and connections to take meaningful action on climate change and capitalise on the global shift to a clean economy.

It is the largest local government climate program in Australia with over 150 member councils representing over 60 per cent of Australia's population.

The work of the Climate Council promotes independent research and policy proposals based on the best available climate science.

The work of the Climate Council and the Cities Power Partnership Program will provide access to tools and expertise to support the delivery of Council's Climate Action Plan pledge to have net zero emissions by June 2023.

ISSUES

The program connects councils throughout Australia to share knowledge and best practice on climate and clean energy solutions. It also helps councils to promote and celebrate their successes through media and events, including an annual national awards program

Councils who join the program are required to make five action pledges across the areas of renewable energy, energy efficiency, sustainable transport, collaboration, and advocacy. Alpine Shire Council is already committed to taking relevant actions as part of the Council's Climate Action Plan.

Program membership presents an opportunity for Council to save time and costs in implementing Council's Climate Action Plan. It will also support Council to demonstrate leadership in working with other local governments to mitigate the effects of climate change.

Being part of the program commit Council to five pledges within six months of joining, to report our progress in achieving emission reduction goals and to participate in share knowledge with other councils.

There is no cost for joining the program and reporting is undertaken through an online survey that takes approximately 2-3 hours to complete.

POLICY IMPLICATIONS

Access to the tools and specialist assistance provided by the Cities Power Partnership Program will support the delivery of Alpine Shire Council's Climate Action Plan 2021-2024.

The recommendation is in accordance with the following Strategic Objective of the Council Plan 2021-2025:

- 3.1 Decisive leadership to address the impacts and causes of climate change

FINANCIAL AND RESOURCE IMPLICATIONS

There is no financial or resource implications for Council to become a member of Cities Power Partnership Program.

CONSULTATION

Internal consultation with the sustainability team was undertaken to establish membership implications on finance and resourcing.

Noting the reasons for customer engagement identified in the Alpine Shire Council's Community Engagement Policy no external consultation has been undertaken.

CONCLUSION

That Council notes that it has become a member of the Cities Power Partnership.

DECLARATION OF CONFLICT OF INTEREST

In accordance with section 130 of the *Local Government Act 2020*, and Chapter 7 section A6 of Council's Governance Rules, the following officers declare that they have no interests to disclose in providing this report.

- Director Corporate Performance
- Sustainability Coordinator

ATTACHMENT(S)

Nil

10. Informal meetings of Councillors

Introduction

In accordance with Chapter 8, section A1 of Council's Governance Rules, if there is a meeting of Councillors that:

- is scheduled or planned for the purpose of discussing the business of Council or briefing Councillors;
- is attended by at least one member of Council staff; and
- is not a Council meeting, Delegated Committee meeting, or Community Asset Committee meeting;

the Chief Executive Officer must ensure that a summary of the matters discussed at the meeting are tabled at the next convenient Council meeting, and are recorded in the minutes of that Council meeting.

RECOMMENDATION

That the summary of informal meetings of Councillors for October 2021 be received.

Background

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

Date	Meeting
5 October	Briefing Session
19 October	Briefing Session
26 October	Briefing Session

Attachment(s)

10.0 Informal meetings of Councillors – October 2021

11. Presentation of reports by delegates

12. General business

13. Motions for which notice has previously been given

At Council's October Ordinary Meeting, Councillors adopted a motion requesting Council officers present a report detailing the resource and cost implications of preparing a Community Climate Action Plan (refer to item 9.3.5), and that the notice of motion be re-considered at this meeting.

In accordance Council's Governance Rules, Chapter 3, Part F, Section F11 Cr Nicholas and Cr Vincent submitted the following notice of motion - Climate Emergency Declaration.

13.1 CLIMATE EMERGENCY DECLARATION

RECOMMENDATION

That Council:

1. *Recognises that the world is in a state of climate emergency that requires urgent and sustained action by all levels of government, including local government;*
2. *Embeds climate change mitigation and adaptation actions as described in the Alpine Shire Climate Action Plan 2021 into day-to-day operations and all future strategies and reviews, as efficiently and quickly as practicable;*
3. *Notes the indicative roadmap for community climate action provided by Alpine Shire officers and allocates resources to determine and prioritise Community Climate Action Initiatives as soon as possible, but no later than the 2022/23 budget; and*
4. *Advocates to the Australian and Victorian Governments to resource Local Governments and communities to empower transition to low carbon economies.*

INTRODUCTION

A climate emergency declaration is a call for immediate and urgent action to reverse global warming and we seek to add the Alpine Shire Council's voice to that global call.

Here in the Alpine Shire, we are witnessing the effects of climate change, including:

- Larger, more intense, and more frequent bushfires.
- Shortened natural snow seasons, higher snow line and less accumulated snow.
- Longer and more intense drought such as the Millenium Drought 1996 – 2010.
- Extreme rainfall events, flash flooding and summer flooding.

These changes that we are already experiencing have critical repercussions on how we live, work and play in the Alpine Shire. Agriculture, horticulture, businesses, residents, visitors, flora, fauna and ecological systems are all affected.

The Alpine Shire Council's excellent, thorough, and responsible corporate Climate Action Plan identifies the need to develop and implement emissions reduction strategies for the wider community. This will help to engage and mobilise communities towards substantial greenhouse gas emission reduction.

This motion sanctions Alpine Shire Council to work within its legislative, financial and leadership capacity to facilitate and activate climate change mitigation strategies across the municipality. Furthermore, it enables the Council to accelerate the opportunities already recognised to reduce greenhouse gas emissions and take action to ensure a thriving environment and thriving economy in the Alpine Shire.

14. Reception and reading of petitions

15. Documents for sealing

RECOMMENDATION

That the following documents be signed and sealed.

- 1. Contract No 2108901 in favour of Stadelmann Enterprises for the Buckland Valley Road Construction and Sealing Works be signed.*
- 2. Contract No CQ19011 in favour of Veolia for the collection, transportation and disposal of waste from Mount Beauty, Porepunkah Myrtleford, Bright and Dederang.*
- 3. Contract No CQ 19012 in favour of Veolia for the collection, transportation and acceptance of commingled recyclables and cardboard from Mount Beauty, Porepunkah, Myrtleford Transfer Station and Dederang Recreation Reserve.*
- 4. Contract No CT 21006 in favour of Veolia for the collection, transportation and disposal of waste from Myrtleford Transfer Station.*
- 5. Section 173 Agreement – Thomas Bradbury & Catherine Finn Lot A on Plan of Subdivision 622820R Volume 11196 Folio 589
Conditions 14 and 29 of Planning Permit 2020.3 for a Two (2) Lot Subdivision at 70 Feathertop Track, Harrietville. The Agreement provides for the on-site detention measure detailed on the endorsed Drainage Discharge Plan and a Bushfire Management Overlay exemption from a planning permit.*
- 6. CCTV Surveillance Camera Policy No.093 - Version 5.*
- 7. Complaints Policy (version 1.0).*
- 8. Planning Compliance Policy (version 1.2).*
- 9. Contract No 2107501 in favour of Winslow Constructors Pty Ltd for the Mount Beauty Airport Upgrade Construction.*
- 10. Contract No CT21076 in favour of Longford Civil Contract for the Tawonga Caravan Park.*

16. Confidential Reports

RECOMMENDATION

That, in accordance with the provisions of s66(2)(a) of the Local Government Act 2020, the meeting be closed to the public for consideration of two confidential reports deemed as confidential information as defined by s3 of the Local Government Act 2020, as they deal with Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released.

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

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Chairperson