



AGENDA

ORDINARY MEETING OF COUNCIL

Tuesday, 20 March 2018

To be held Town Hall,
McCallum Street, Swan Hill
Commencing at 6pm

COUNCIL:

Cr LT McPhee – Mayor

Cr JN Katis

Cr GW Norton

Cr C Jeffery

Cr L Johnson

Cr B Moar

Cr A Young

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SECTION A – PROCEDURAL MATTERS

- **Open**
- **Acknowledgement to Country**
- **Prayer**
- **Apologies**
- **Confirmation of Minutes**
 - 1) Ordinary Meeting held on 20 February 2018
- **Declarations of Conflict of Interest**
- **Receptions and Reading of Petitions, Memorials, Joint Letters and Deputations**
- **Public Question Time**

SECTION B – REPORTS

B.18.9 PUBLIC HEALTH AND WELLBEING PLAN 2017-21 – FIRST QUARTER PROGRESS

Responsible Officer: Director Community & Cultural Services
File Number: S28-24-03
Attachments: 1 Swan Hill Partnership Reporting Template

Declarations of Interest:

Bruce Myers - as the responsible officer, I declare that I have no disclosable interests in this matter.

Summary

This report provides Council with the First Quarter progress towards the actions in the Swan Hill Rural City Council Public Health and Wellbeing Plan 2017-2021, which was adopted in October 2017. Future reports will be presented to Council meetings every six months.

Discussion

The Plan aims to protect and improve the public health and wellbeing in all communities in the municipality. The purpose of the Plan is to promote a strategic and integrated approach to local public health planning. It is a tool for working across a range of local strategies and initiatives, informing other public health planning processes, and avoiding the duplication of planning effort at the local level.

The Plan integrates with the Council Plan through the strategies and initiatives under the Community Enrichment priority. The Plan also links to other Council activities.

The Victorian Public Health and Wellbeing Act 2008 requires Council to develop a municipal public health and wellbeing plan within 12 months following a general election of Council.

Achievements during the first quarter included significant events in relation to the three Key Priorities of Improving Mental Health, Healthy Eating and Active Living, and Preventing Family Violence:

- Over 75 staff involved with community services between Robinvale and Swan Hill completed the Mental Health First Aid course between October and December. Coordinated by both Robinvale District Health Service and Swan Hill District Health, the course is intended to teach someone how to offer initial support to adults who are developing a mental health problem, experiencing a worsening of an existing mental health problem or in a mental health crisis, until appropriate professional help is received or the crisis resolves.

- A range of events were held to promote Mental Health Week, from the presentation of the Carpe Diem play, to the provision of additional training to Robinvale Early Years Network members.
- The Swan Hill Food Forum was held at the Swan Hill Town Hall on 19 October 2017. Julia McCarten from Monash University and Jennifer Alden from Bendigo Regional Food Alliance facilitated the forum, which was coordinated by Swan Hill District Health. Attendees represented a wide range of sectors. An evaluation survey was distributed to attendees at the end of the forum. Survey results indicated that most attendees understanding of food systems and food security increased as a result of participating in the forum. Attendees also found the day to be valuable, particularly the discussion groups and hearing from the facilitators. Further members joined the working group following on from the forum, which is now meeting regularly.
- Victoria against Violence event funded by Women's Health Loddon Mallee, Put Your Hand Up morning tea was held in November 2017 with all partners. 50 people attended (organisations and community members) and a video developed on why preventing family violence and gender equality is important, featuring agency staff and community members. This was posted on the Southern Mallee Primary Care Partnership (SMPCP) Facebook page and shared by Partners pages and received great engagement and shares.

Consultation

Council and other agencies have worked closely with a process coordinated by the Southern Mallee Primary Care Partnership. The resulting Swan Hill Health and Wellbeing Partnership have worked together to develop the Public Health and Wellbeing Plan 2017-2021 Action Plan to guide their direction for the next four years (2017-2021).

In excess of 10 local agencies involved in health and wellbeing were heavily involved in the process, and this document also supports their own organisations' strategic directions.

The Plan is monitored and reports provided to Council to ensure the objectives remain relevant and the actions are undertaken by the individual lead agencies involved.

Financial Implications

Not applicable to this report – any actions are either within individual organisation budgets or linked to grant funding.

Social Implications

The Public Health and Wellbeing Plan identifies key areas of community need and provides strategic direction to improve community health and wellbeing in the municipality.

Economic Implications

Not applicable to this report

Environmental Implications

Not applicable to this report

Risk Management Implications

Not applicable to this report

Council Plan Strategy Addressed

Community enrichment - Provide services and support initiatives that create a Healthy and Safe Community.

Options

1. Council receive and note the Public Health and Wellbeing Plan 2017-2021 and receive future reports on progress towards the actions within the Plan every six months.
2. Council receive and note the Public Health and Wellbeing Plan 2017-2021 and receive future reports on progress towards the actions within the Plan every six months with amendments.
3. Council not receive and note the Public Health and Wellbeing Plan 2017-2021 and receive future reports on progress towards the actions within the Plan every six months.

Recommendations

That Council:

- 1. Receive and note the progress report on the Public Health and Wellbeing Plan 2017-2021.**
- 2. Receive future reports on progress towards the actions within the Public Health and Wellbeing Plan 2017-2021 every six months.**

1	Strategy	Actions	Outcomes	Lead Agent	Completed Date MM/YY	Comments as at 13 February 2019	Links
	Traffic Light Legend						
	Completed	Currently underway/Ongoing	Action yet to be taken				
	Priority One - Improving mental health						
	1. Community education/awareness sessions	1.1 Deliver Mental Health First Aid (MHFA)	Number of programs delivered community/agency, pre and post survey.	SHDH, RDHS		RDHS: 5 standard courses delivered, 36 participants SHDH: Standard MHFA August 2017, 10 attendees. Standard MHFA October 2017, 15 attendees.	
		1.2 Deliver - Teen MHFA, - Aboriginal MHFA	Number of programs delivered community/agency, pre and post survey.	RDHS, MDAS, SMCPCP		RDHS: Trained as Youth Instructor Aug 2017, nil programs delivered in Youth and teen SMPCP: Aboriginal MHFA delivered 21/22 November 17, 13 attendees. Report linked > SMPCP Report Linked	
		1.3 Coordinate Mental Health awareness raising activities.	Attendance to mental health events and activities. Sponsorship from key stakeholders and participant feedback.	MFC, RDHS, Anglicare		Mental Health Expo and Mental Health Week - attendance numbers from MFC. Over 500 people engaged over MHW RDHS: Mental Health Week play presented to community 'Cape Diem' which had a lot of publicity in Robinvale and Mildura newspapers and radio advertising. Sponsored by Euston Club through the NSW ClubGRANTS. CHAMP's training held for 2 staff from RDHS and MDAS to facilitate group training for young people in 2016. Zenmanglas training held for local EYN members in Aug 2017. MFC: MFC - coordinate head mental health week 2018 events with MHW committee. Staff member to drive work for 2018 nominated. MFC also participating on MH Committee planning of PD and forum on mental health	
		1.4 Partner with headspace Swan Hill to promote mental wellbeing and service access for young people aged 12-25	Number of activities implemented, reach of activities. Attendance trends at headspace Swan Hill.	SHDH, SHRCC, MDAS, MFC		SHDH Health Promotion in partnership with headspace Swan Hill, headspace Mildura, PowerCore and Cricket Victoria the 'Green Balls' Cricket Round was held on November 3rd and 4th. Featuring green branded stumps and balls the headspace team were in attendance to provide information to players, coaches and committee members across the matches from under 13's to A Grade on the importance of looking after your mates and how to recognise and find support for all mental health and general health concerns. The round was very well received by the cricket community and will become an annual round in the forth coming years.	
		1.5 Deliver the Achievement Program within RDHS and SHRCC (mental health priority)	Organisation specific evaluation on mental health initiatives.	RDHS, SHRCC		RDHS: Recognition Pending. Mental health Activities Continued. SHDH: Completed	
	2. Community social connection events	2.1 Deliver collaborative community events/programs. Harmony Day Play in The Park	Attendance numbers, qualitative surveys, post evaluation of events	SHRCC, Anglicare, MFC		MFC: Harmony Date Set and MFC attending supporting Harmony Day Committee.	
		2.2 Coordinate the following events; Youth Blackout Day/Event, National Sorry Day, NAIDOC Week, Reconciliation Week	Attendance numbers, qualitative surveys, post evaluation of events.	MDAS (supported by partner agencies)		RDHS: NAIDOC week activities - flag raising at MVAC, Lunch at RDHS and At Show at MVAC.	
	3. Recognition of diversity	3.1 Support the LGBTI inclusion Committee facilitation and coordination of activities	These committee meetings held annually (minutes recorded); number of actions implemented; reach of actions.	SHDH, LGBTI Inclusion Committee members		SHDH: Informal meeting catch up held with Daniel Withaus at Caf6 202 Wednesday 31st of January. John Breaks from CFA and Hayden Collins SHDH attended to discuss the planned Community of Practice event being organised by the Equality Branch of Dept of Premier and Cabinet. First meeting of the year scheduled for March 14 at Youth Inc from 2-3pm to discuss plans/projects for the year.	
		3.2 SHDH implement Inclusive Practice Action Plan	Action Plan Outcome Report, by Dec 2019.	SHDH		Workplace audit has been completed, now working on the recommendations.	
		3.3 Implement HEY (Healthy Equal Youth) grant initiatives	HEY outcome report, by Dec 2017.	SHDH		SHDH: Successfully completed and reported on HEY Grant Outcomes (full report available). Outcomes included trial of social support for LGBTI young people, and awareness raising activities such as 'The Gate of Conversation' visual support in IDIBG, 'All About Diversity' where 92 community members' signs are displayed on a large external wall the Swan Hill CBD with the slogan 'We got your back, no matter your identity', this has received sustained positive support locally and from across the region.	
		3.4 Explore building partner capacity cultural awareness via training and information sharing	Training developed	MDAS, SMCPCP, Anglicare, MFC, SHDH			
		3.5 Coordinate the Tree Project; Skills Program, Multicultural Program	Number of participants	RDHS		RDHS: TREE festival on 18th November 2017. Moon Festival held on 4th October 2017 (with Robinvale Network House and other agencies).	

1	Strategy	Actions	Outcomes	Lead Agent	Completed Date MM/YY	Comments as at 13 February 2018	Links
		3.6 Explore opportunities to support the implementation of health and wellbeing initiatives within the SHRCC Aboriginal Partnership Plan	Participant Attendance Records.	MDAS, SHRCC		SHRCC: Council has provided support for recent funding applications to promote local indigenous art initiatives.	
		3.7 Investigate the development of a partnership Reconciliation Plan	Outcomes reported to partnership	MFC, SMPCP		MFC: Work has commenced on a MFC RAP plan	
	4. Building community resilience	4.1 Investigate a Swan Hill building social inclusion and resilience initiative	Outcomes reported to partnership	SHNH			
		4.2 Implement Engage! Program Plan	Engage! Report Dec 2017. Application for re-funding by Dec 2017	SHDH		SHDH and SHRCC (focused on Robinvale) put in funding. SHRCC not successful.	
		4.3 Explore opportunities to enhance and build volunteering in Swan Hill; Develop volunteer scoping document focused on volunteering opportunities and the coordination of volunteering together	Volunteer scoping document developed.	SHNH			
		4.4 Review renewed Community Plans (Council Plan7.1.1)	11 Community Plans reviewed.	SHRCC		SHRCC: Council receiving a reporting reviewing the Community Planning process, and all community groups are reviewing their Plans.	
		4.5 Advocate on behalf of our communities for priority issues and opportunities: (Council Plan 7.1.3)	Number of advocacy efforts made.	SHRCC		SHRCC: Council preparing an Advocacy Strategy, for use during the lead-in to the November 2018 State election.	
Priority two - Healthier eating and active living							
	5. Coordinate approach to increasing food security			SHDH, SMPCP, Anglicare, MFC, MDAS, MSA, SHRCC, SHNH		Meetings held: 11 September 17, 2 October 17, 9 November 17, 22 January 18, 16 February 18	
		5.1 Establish Swan Hill Food Security Working Group	Number of agencies/community members involved (minutes), implementation of action plan.				
		5.2 Facilitate food security Forum	Forum held (19 October 2017), number of attendees; feedback via survey; engagement in working group/focus areas.	SHDH	Oct-17	SHDH: The Swan Hill Food Forum was held at the Swan Hill Town Hall on the 19th October 2017. Julia McCarten from Monash University and Jennifer Aulen from Bendigo Regional Food Alliance facilitated the forum. Attendees represented a wide range of sectors. An evaluation survey was distributed to attendees at the end of the forum. Survey results indicated that most attendees understanding of food systems and food security increased as a result of participating in the forum. Attendees also found the day to be valuable, particularly the discussion groups and hearing from the facilitators. Further members joined the working group following on from the forum.	
		5.3 Develop and implement food security action plan to guide Swan Hill Food Security Working Group	Development of action plan. Number of initiatives completed.	SHDH, SMPCP, Anglicare, MFC, MDAS, MSA, SHRCC, SHNH			
		5.4 Build food knowledge capacity with community services	Structured and ad hoc implementation of capacity building sessions with community services staff; increase services staff knowledge; number of staff engaged; number of cooking programs delivered.	SHDH, MFC, Anglicare, MDAS			
	6. Increase food literacy	6.1 Continue to deliver and/or support food related programs.	Number of programs delivered and participant attendance. Program effectiveness from initiative specific evaluation.	MDAS, RDHS, SHRCC, SHDH, MFC		RDHS - Early Years Holiday Program healthy eating cooking and gardening activities x4.	

1	Strategy	Actions	Outcomes	Lead Agent	Completed Date MM/YY	Comments as at 13 February 2019	Links
		6.2 Continue involvement in the Victorian Healthy Eating Enterprise (VHEE)	Attend VHEE quarterly meetings and report back to Partnership and Swan Hill Food Security Working Group.	SHDH, SHPCP		Chanel attending	
		6.3 Double up of below					
	7. Encourage access to locally grown produce	7.1 Increase community engagement at the Robinvale Community Garden	Community member attendance records. Community groups involved.	RDHS – Robinvale College		RDHS - The community garden was receiving a small amount of regular community participation. There have also been atleast three community garden events designed to increase participation.	
		7.2 Support edible garden activities in schools and community	Number of gardens supported, outcomes of support provided; Number of services ordering plans/planning gardens; Number of students engaged in the school garden.	RDHS, SHDH, SHRCC		RDHS - Stephanie Alexander Activities were supported and received lots of positive feedback and observational outcomes. Class 1/2, 16 Students Engaged with program during this time period. All 3/4 students have participated in Stephanie Alexander program (estimated 45 students). SHRCC-Following community request in Nyah West, the concept of a community garden linked to the Nyah District Primary School is being investigated.	
	8. Support Early Childhood Services and Primary Schools to implement activities that support the Achievement Program (AP)	8.1 Provide place based support to individual Early child hood centres and primary schools working on healthy eating and physical activity AP benchmarks	Number of settings engaged with AP, benchmarks achievements; other activities supported/implemented.	SHDH, RDHS Early Childhood Services Primary Schools		RDHS - Discussion with Primary Schools and Kinders have taken place more action required for recognition. SHDH: 2 Early Childhood Services actively engaged with Achievement Program and of 2017, no new progress as yet in 2018. 2 Schools: SHNPS – we have supported them to establish a Fruit and Veg break and to run a Healthy Lunchbox Challenge. SHPS- support with school garden to be provided.	
	9. Support Early Childhood Services to implement activities that support the Smiles 4 Miles Program	9.1 Provide place based support to individual ECS under Dental Health Services Victoria (DHSV) Smiles 4 Miles Program	Number of settings engaged in Smiles 4 Miles; award achievements; other activities supported/implemented.	SHDH, RDHS Early Childhood Services DHSV SHDH Dental Services		RDHS - Funding agreement for 2017-18 financial year were exceeded, plans to reapply for 2018-19 financial year. SHDH: 13 services registered for 2018 including one new service, 3 services still to complete registration	
	10. Increase number of children using active transport to school	10.1 Facilitate Walk to School (WZS) program	Number of schools/students engaged in WZS. Feedback from schools/students, report to and from VicHealth. Feedback from parents as able.	SHRCC Primary Schools		RDHS - All three schools (Robinvale College, St Mary's F-8 School and Manangalang P-12 College) participated in the walk to school program. A total number of 288 students between these three schools participated in the WZS program.	
	11. Create supportive environments for breastfeeding	11.1 To raise awareness of the benefits of breastfeeding through marketing and education	Evidence of implementation of marketing and education; reach (e.g. social media posts) and feedback of initiatives implemented.	SHDH, RDHS, SHRCC, MDAS		RDHS - Maternity Services continued action. SHDH: Multiple social media posts (eat, move, smile) re breastfeeding exhibition, breastfeeding videos, breastfeeding articles (each 200-500 per post). Guardian articles, exhibition and breastfeeding survey results. Survey currently underway with local mothers (140+ responses so far) which will inform actions going forward. Positive feedback received in the survey regarding increased focus on breastfeeding locally.	
		11.2 To reduce stigma associated with breastfeeding in public and increase visibility of breastfeeding in our community	Number of initiatives conducted; change to community and mothers perception/barriers to breastfeeding.	SHDH, RDHS, SHRCC, MDAS		RDHS - No formal action plan developed. SHDH Breastfeeding exhibition running 2 Feb - 18 March at Swan Hill Regional Art Gallery. Display in op shop window showing local mothers breastfeeding. Promotion on eat move smile social media. Guardian articles x 2. Jan/Feb. Social media posts regarding breastfeeding survey included images (reach up to 1.1k)	
		11.3 Enable settings to create supportive environments for breastfeeding	Number of settings supported; evidence of supportive environments	SHDH, RDHS, SHRCC, MDAS		RDHS - Maternity Services continued, No formal action plan developed	
	12. Support and educate parents of young children to develop healthy habits in early years	12.1 Deliver the INFANT program	Number of sessions provided, feedback via survey/telephone follow up to all registered.	SHDH, RDHS		RDHS - No Infant Program was delivered during this period	
		12.2 Facilitate and support programs, such as: - New Mothers Programs - Baby Rhyme Time at the Library sessions - Healthy Developmental Stages Book Project - Oral health awareness at immunisation sessions	Number of attendees/number of sessions.	SHRCC, SHDH, RDHS, MDAS, MFC		RDHS - Healthy Developmental Stages Book Project ongoing. SHDH: Baby Rhyme Time to be attended by Elise from Health Promotion 9/2 to discuss breastfeeding exhibition and new SHDH Breastfeeding Support Service. Attended immunisation session 5/2, 6 oral health packs distributed	
	13. Support and educate women in pregnancy to develop healthy habits	13.1 Facilitate and support a positive pregnancy programs and antenatal classes	Numbers in attendance for programs/classes, feedback from attendees and those providing intervention.	SHDH		SHDH: Positive Pregnancy Program resource being distributed through SHDH Radiology. 5 x Healthy Beginnings sessions ran since Jul 17 (ranging from 1 - 5 people signed up to each session).	

1	Strategy	Actions	Outcomes	Lead Agent	Completed Date MM/YY	Comments as at 13 February 2019	Links
		13.2 Facilitate and support antenatal classes	Numbers in attendance for programs/classes, feedback from attendees and those providing intervention.	RDHS		RDHS - Antenatal Classes ongoing	
		13.3 Build capacity of services to support healthy habits in pregnancy	Number attendees, feedback from attendees; services engaged.	SHDH		Increase in referrals, handing out pamphlets at radiology	
	14. Increasing water consumption & decreasing sugary drinks consumption (junior sporting clubs, community wide)	14.1 Conduct a needs assessment and develop an action plan in partnership with relevant stakeholders	Needs assessment and action plan developed.	MSA	29/08/2017	Swan Hill Soccer League has completed VicHealth's Nudge to make water the beverage of choice by taking all red drinks off the menu. Red drinks include: soft drinks, sports and energy drinks, flavored milk, and flavored waters (with added sugar), fruit drinks, fruit juices (with added sugar, 250ml or more), and full-fat flavoured milk - large (500ml or more). To do this Swan Hill Soccer League's Canteen Manager put all soft drinks, fruit juices and sports drinks into a domestic refrigerator so the red drinks could not be seen and all signage of red drinks was removed from the canteen. Customers could still ask for red drinks but seeing they were out of sight, out of mind definitely influences what people choose to buy. Data was collected of sales before and during the Nudge so a comparison of sales could be made. There was a significant difference in sales of red drinks, showing a reduction in sales of sports drinks during the Nudge. MSA is currently liaising with several clubs to participate in Healthy Fridges program Take the H30 Challenge promoted on MSA website, FB and newsletters (ongoing)	
	15. Early Years direction	15.1 Develop SHRCC Municipal Early Years Plan (Council Plan 6.3.3)	By early 2018	SHRCC		SHRCC: Scope for MEYP being developed. Delayed by Lake Boga Preschool development project, and other preschool infrastructure issues.	
	16. Promote opportunities for community initiatives to be active including use of active transport	16.1 Support national promotional days/weeks	Number of specific events promoted, reach of activities.	SHDH, SHRCC, RDHS		RDHS - Many national promotional days and weeks supported via social media and newsletter platforms. Including Womens Health Week Event and NACHOS events.	
		16.2 Implement SHRCC active transport strategy (ATS actions) (Council Plan 8.5)	ATS actions implemented.	SHRCC, SHDH, RDHS		SHRCC: Bike racks installed behind Swan Hill Community Comfort Centre, for future promotion as shower point for those who ride to work.	
	17. Promote healthy lifestyle key messages community wide	17.1 Continue implementation of community wide marketing campaign (Print and radio media, social media, local signage, merchandise) of healthy lifestyle messages.	Future outcome indicators to be determined.	SHDH		SHDH: Evaluation of community wide marketing campaign currently underway, to be completed by April 2018. Current social media activities continue and are regularly monitored. eat move smile report to be completed by next month, and plan for next stages.	
		17.2 RDHS health news (Community Newsletter) and Facebook page.	Distribution numbers	RDHS		RDHS - Three separate Community Newsletters were distributed bi-monthly over this period. With an estimated reach of between 250 - 400 per newsletter. Positive feedback received. The RDHS Facebook page had 210 likes and the RDHS Early Years Facebook Page had 361 likes at the end of 2018.	
		17.3 MDAS monthly newsletter	Distribution numbers	MDAS			
	18. Promote Healthy Eating and Physical Activity education programs	18.1 Heart Foundation Community walking group	Number of walkers/walkers, Attendance, Pre and Post survey assessment.	RDHS, SHDH, MDAS		RDHS - X2 Walking groups continued. Ave 4 participants.	
		18.2 QuickHands Exercise Boxing Program	Attendance numbers, qualitative surveys, pre and post	RDHS		RDHS - 4 Groups run. Total of 36 Participants. Post evaluation surveys indicated improvements in health and increased intention for future exercise in most participants.	
		18.3 HEAL	Attendance numbers, qualitative surveys, pre and post	RDHS, SHDH		RDHS - No HEAL run during this period. SHDH: HEAL program implemented in Oct-Dec 2017 with 16 participants (evaluation data collected).	
		18.4 Healthy Supermarket Tours	Attendance numbers, qualitative surveys, pre and post	RDHS, SHDH		RDHS - 2 Supermarket Tours run (total 4 participants).	

1	Strategy	Actions	Outcomes	Lead Agent	Completed Date MM/YY	Comments as at 02 February 2019	Links
		18.5 Boundary Bend health promotion	Attendance numbers, qualitative surveys, pre and post	RDHS		RDHS - Program ongoing (ave. 6 participants)	
		18.6 MDAS Bootcamp	Attendance numbers, qualitative surveys, pre and post	MDAS			
Priority three - Preventing family violence							
	19. Embed gender equity and non-violent norms into organisation structure and culture (Strategy 2: workplace change; Loddon Mallee Action Plan)	19.1 Implement outcomes of the SMPCP Family Violence Primary Prevention Workshop; 19.2 Undertake an organisational gender equity audit	Number of outcomes implemented. Organisation specific Working party formed and audit undertaken.	SMPCP, All partners SMPCP, All partners		SMPCP: Women's Health in the East Gender Audit Tool and Guidelines agreed as audit tool (Linked)- Partners in various stages. SHDH - meeting of Gender Equity Working Group scheduled for March 15th to discuss recommendations for Senior Management on the best way to consult with staff and required stakeholders to answer the questions outlined within the selected audit Representation from Executive, HR, Finance, Clinical and Primary Care.	Gender Audit Tool
		19.3 Develop a gender equity organisational action plan/strategy	Organisational specific action plan developed.	SMPCP, All partners			
		19.4 Investigate and implement appropriate training in gender equality and prevention of violence	Training provided, number of attendees, effectiveness of training survey.	SMPCP, All partners			
	20. Promote campaigns to raise public awareness of the prevalence, seriousness and underlying drivers of violence against women and the need for change (strategy 5: campaigns & communication; Loddon Mallee Action Plan)	20.1 Develop a media engagement strategy	Media engagement strategy developed.	SMPCP, All partners			
		20.2 Promote national campaigns e.g. White Ribbon Day	Number of campaigns promoted.	SMPCP, All partners		SMPCP: Victoria against Violence event. Partnership successful in funding provided by WHLM. Put Your Hand Up morning tea held in November 2017 with all partners. 50 people attended (organisations and community members) and a video developed on why preventing family violence and gender equality is important, featuring agency staff and community members. This was posted on the SMPCP facebook page and shared by Partners pages and received great engagement and shares. Will be promoting international women's day via social media and newsletters.	VAV report

B.18.10 MEN'S HEALTH PROMOTION EVENING

Responsible Officer: Director Community & Cultural Services
File Number: AST-BU-37515-07
Attachments: 1 Letter from Freemasons'

Declarations of Interest:

Bruce Myers - as the responsible officer, I declare that I have no disclosable interests in this matter.

Summary

This report provides Council with a recommendation to support a request to assist with the Swan Hill Freemasons' Men's Health Promotion evening on 11 April at the Swan Hill Town Hall PACC.

Discussion

The Swan Hill Freemasons are coordinating a Men's Health promotion evening on Wednesday 11 April 2018, with a focus on men's mental health. The event is being led by the Health Promotion department of Swan Hill District Health.

A similar event was held in March 2017, and was attended by over 180 men; this was focused on cancer and what to look for as men age.

The April 2018 event will host discussions on depression and suicide, and what are the signs people can look for in helping someone who may be in need.

The event will also be held prior to the Men's Health Bus visit to Swan Hill, from 16 – 18 April 2018, to enable effective promotion and greater awareness of the Bus's time in Swan Hill.

Consultation

This event aligns with one of the key priorities of the Swan Hill Public Health and Wellbeing Plan 2017-2021, which is Promoting Mental Health. The event will also be promoted by the ten agencies involved with the development of the Plan, and outcomes will be reported against the Plan in coming months.

Financial Implications

Council has been requested to provide the Town Hall PACC free of charge, which will require the waiving of the adopted fees. This totals \$1,100.

Social Implications

Supporting public, and in particular mental, health issues has been a long-term aim of Council, from the establishment of the Mental Health Working Group, to the successful community-led drive which resulted in a *headspace* operation in Swan Hill.

Economic Implications

Effective health promotion and greater awareness of mental health issues can lead to reduced lost days due to illness.

Environmental Implications

Not applicable to this report.

Risk Management Implications

Not applicable to this report.

Council Plan Strategy Addressed

Community enrichment - Develop a community with a sense of pride and responsibility/ownership that strives to achieve its aspirations.

Options

Council may decide to adopt or vary the recommendations contained in this report.

Recommendations

That Council:

- 1. Provide the Swan Hill Town Hall PACC venue free of charge for the Men's Health Promotion event on Wednesday 11 April 2018.**
- 2. Confirm Councils support in writing to the Swan Hill Freemasons.**



SWAN HILL LODGE
No 919

06 MAR 2018

Date Recd	ASTBU-37515-07		
Worshipful	DCCS	Doc #	
Copies	EA	Security	
Comments			

W.M. Wor Bro Hadyn Bailey
Secretary Ernie Russell PM

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01/03/2018

Mr. Bruce Myers
Director Community and Cultural Services
Swan Hill Rural City Council
45 Splat Street
Swan Hill Victoria

3585

Cr. Les McPhee
Mayor
Swan Hill Rural City Council.

Dear Mayor McPhee,

Re. Donation of Swan Hill Town Hall to support Men's Health.

The Swan Hill Freemasons are coordinating another Men's Health promotion night on Wednesday 11th. April 2018 and are seeking your support by way of donating the use of the town hall at no charge for the evening. The event will be coordinated with the assistance of Swan Hill District Health and their health promotion team and local Freemasons.

The event will take a similar format to the very successful event held last March hosted by Danny Frawley which was attended by over 180 local and regional men. The last event focused on cancer and what men should look for over the different decades of their life. This event will focus on men's Mental Health with a discussion on depression and suicide and what are the signs we can look for in helping someone who may be in need.

The Freemasons have organised a Men's Health Bus to be on site in Swan Hill for the 16th. 17th & 18th April 2018 and this event on the 11th would be a great opportunity to make more men aware of the opportunity to attend the bus whilst it is in town.

Mayor McPhee, we believe this is an opportunity to generate much needed discussion and support for what is a very sensitive topic within our community particularly amongst men who are renowned for bottling things up and being unable to communicate their issues. It is our hope that, with your support, we can host an informative and entertaining night that just may help one or two members of our community.

If you have any questions please do not hesitate to contact me

Yours sincerely
Secretary Ernie Russell, for worshipful master,
Swan Hill Lodge. Hadyn Bailey.

B.18.11 INSTRUMENT OF APPOINTMENT AND AUTHORISATION

Responsible Officer: Director Development and Planning
File Number: S16-08-02-04
Attachments: 1 Instrument of Appointment and Authorisation

Declarations of Interest: Officer
Heather Green - as the responsible officer, I declare that I have no disclosable interests in this matter.

Summary

Many of the functions and powers of Council staff stem from their appointment as Authorised Officers. Tamara Broadsmith has recently been appointed as a Planning Officer within the planning team and requires Council approval to be an Authorised Officer.

Discussion

Council's Chief Executive Officer has the power to authorise various members of Council staff under the instrument of delegation issued by Council. However, advice from Council's solicitors recommends the Appointment of Planning Officers as Authorised Officers by Council under section 147(4) of the *Planning and Environment Act 1987*.

As a result, this report seeks Council approval for Tamara Broadsmith to be appointed as an Authorised Officer.

Tamara commences in Council's planning team on Monday 26 March 2018. Tamara has a planning qualification.

Consultation

Not applicable

Financial Implications

Not applicable

Social Implications

Not applicable

Economic Implications

Not applicable

Environmental Implications

Not applicable

Risk Management Implications

Not applicable

Council Plan Strategy Addressed

Governance and leadership - Effective and efficient utilisation of resources.

Options

Nil

Recommendations

That Council:

- 1. Appoint Tamara Broadsmith as an authorised officer as set out in the attached instrument.**
- 2. Resolve that the instrument takes effect upon signing and sealing and remains in force until varied or revoked.**
- 3. Sign and seal the instrument as soon as possible.**

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

In this instrument "officer" means -

Tamara Broadsmith

By this instrument of appointment and authorisation Swan Hill Rural City Council -

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

It is declared that this instrument -

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

This instrument is authorised by a resolution of the Swan Hill Rural City Council on 20 March 2018.

THE COMMON SEAL)
 SWAN HILL RURAL CITY COUNCIL)
 Was hereunto affixed in the presence of:)

.....Councillor

.....Councillor

.....Chief Executive Officer

B.18.12 SWAN HILL LEISURE CENTRE COMMITTEE OF MANAGEMENT INSTRUMENT OF DELEGATION

Responsible Officer: Director Development and Planning
File Number: S09-20-01
Attachments: Nil

Declarations of Interest:

Heather Green - as the responsible officer, I declare that I have no disclosable interests in this matter.

Summary

Following the review of the Swan Hill Leisure Centre Instrument of Delegation it is suggested that the instrument of delegation remain unchanged.

Discussion

It is a requirement of Section 86 Local Government Act to review the delegations of all Special Committees of Council within 12 months of an election.

The Swan Hill Leisure Centre Committee of Management delegation was reviewed at the June 2017 Meeting.

Initially it was thought that as no change was needed to the Swan Hill Leisure Centre Committee of Management delegation, a Council decision was not required. However, this is not the case and the document is to be approved by Council even though no changes are proposed.

The Swan Hill Leisure Centre IOD came into effect on 10 September 2002. Schedule 2 of the IOD is the Swan Hill Aquatic and Leisure Centre Joint Use Agreement (JUA).

The IOD and JUA outline a number of schedules and clauses in relation to management of the centre, including licensee terms, Council and community use of the facility, committee of management, operating powers/duties of the committee, scheduling of the facility etc.

The role of the committee is to oversee management of the centre in the best interests of the Swan Hill community in accordance with the JUA. Other functions of the committee include promoting use of the centre, supporting the centres development, hold meetings and prepare reports as required in the IOD and keep records to satisfy the requirements of Council's Auditor.

The day to day running of the centre is contracted to Belgravia Leisure. The manager of the centre is invited to attend bi-monthly committee meetings to present the committee with an operations report, monthly financials and a general update on the centre operations.

The committee consists of the following representatives:

- Four representatives of the Swan Hill Rural City Council of which two will be elected members of the Council.
- Three representatives from the Secondary College School Council of which one will be the Principal.
- Two community representatives to be nominated by Council.

Consultation

Nil

Financial Implications

Maintaining the licence agreement with Swan Hill College will offset the overall management costs of the centre.

Social Implications

The provision of adequately maintained and managed aquatics facilities will provide health and wellbeing opportunities for all users.

Economic Implications

Nil.

Environmental Implications

Nil

Risk Management Implications

Nil

Council Plan Strategy Addressed

Community enrichment - Provide services and support initiatives that create a Healthy and Safe Community.

Options

Nil

Recommendations

That Council:

- 1. Delegate to the Swan Hill Leisure Centre Committee of Management the powers, duties and functions as contained in the attached unchanged Instrument of Delegation.**

- 2. Resolve that members of the Swan Hill Leisure Centre Committee of Management be excluded from the duty to lodge returns of interest.**
- 3. Affix the Common Seal of Swan Hill Rural City Council to the unchanged Instrument of Delegation.**

B.18.13 OCCUPATIONAL HEALTH AND SAFETY COUNCIL POLICY

Responsible Officer: Director Corporate Services
File Number: S25-25-01
Attachments: 1 Occupational Health and Safety Council Policy

Declarations of Interest:

David Lenton - as the responsible officer, I declare that I have no disclosable interests in this matter.

Summary

The Occupational Health and Safety Council Policy has been reviewed and rewritten to replace the current OHS Policy (DIR/STAFF107) to ensure compliance with the National Audit Tool V3.

Discussion

Council commenced participation in the WorkCare self insurance scheme through the Municipal Association of Victoria (MAV) in November 2017. As part of the self-insurance scheme, Council will be audited on Health and Safety compliance against the National Audit Tool (NAT). The reviewed OHS Policy, when implemented successfully, complies with sections 1.1.1 – 1.1.3 and 3.5.1 of the NAT.

The reviewed version of the Occupational Health and Safety Council Policy outlines Council's commitment to zero harm and highlights the key focus areas of:

1. **Leadership** – provide direction and support in the pursuit of improved workplace health and safety and environment standards.
2. **Systematic approach** – provide an organised and consistent approach to all OHS matters across the organisation.
3. **Active OHS Culture** – ensure continued improvement in performance occurs.
4. **Workplaces and equipment** – ensure there is, within the workplace, a deep understanding of the nature of hazards within Council's work areas, activities and undertakings.

OHS performance will be regularly reviewed as part of our commitment to continuous improvement.

Consultation

The Executive Leadership Team and the Occupational Health and Safety Committee have been consulted on the reviewed OHS Council Policy.

Financial Implications

Council will provide adequate and appropriate resources to implement this policy.

Social Implications

Nil

Economic Implications

Nil

Environmental Implications

Nil

Risk Management Implications

The reviewed Council Policy is consistent with the Australian Standard AS4801:2001 Occupational Health and Safety Management Systems and is an important document to reduce the risk of injury and ensure compliance with Council's legislated OHS obligations.

Council Plan Strategy Addressed

Governance and leadership - Effective and efficient utilisation of resources.

Recommendation

That Council adopt the Occupational Health and Safety as presented.

POLICY TITLE OCCUPATIONAL HEALTH AND SAFETY (OHS) COUNCIL POLICY

POLICY NUMBER CPOL/OHS901

PURPOSE

This Policy outlines how Council will work towards a goal of zero harm.

SCOPE

This policy applies to all Councillors, employees, volunteers, contractors, and visitors at Council workplaces.

POLICY

Swan Hill Rural City Council (Council) is committed to maintaining a safe and healthy operation for all Councillors, employees, volunteers, contractors, and visitors, and recognises that this is an integral part of our business.

Council will work towards achieving ZERO HARM by focussing on four key areas:

1. **Leadership** – provide direction and support in the pursuit of improved workplace health and safety, and environment standards.
2. **Systematic approach** – provide an organised and consistent approach to all OHS matters across the organisation.
3. **Active OHS Culture** – ensure continued improvement in performance occurs.
4. **Workplaces and equipment** – ensure there is, within the workplace, a deep understanding of the nature of hazards within Council's work areas, activities and undertakings.

Council will achieve these goals by:

- Implementing, maintaining and reviewing our Occupational Health and Safety Management System;
- Continual and effective improvement of OHS performance, through the setting and review of objectives and targets, which relate to key aspects of the business;
- Elimination of, or reduction of risks, as far as reasonably practicable, to employees, contractors, volunteers, and others that may be affected by the undertakings of Council;
- Complying, as a minimum, with all relevant OHS laws and regulations;
- Maintaining a culture of employee consultation and team work in all aspects of health and safety;
- Developing and maintaining an effective program to ensure all employees are trained to carry out their work in a safe manner;
- Encouraging the identification and reporting of hazards;
- Requiring all employees to accept responsibility for their own actions and to behave in a manner that reflects safe work practices and to report workplace incidents and injuries; and
- Working closely with its employees, contractors, and other stakeholders, as Council recognises the value of these partnerships in improving its OHS performance.

Council will provide adequate and appropriate resources to implement this policy and will ensure it is properly communicated and understood. OHS performance will be regularly reviewed as part of our commitment to continuous improvement.

RELATED POLICIES/DOCUMENTS

Occupational Health and Safety Management System

RELATED LEGISLATION

Occupational Health and Safety Act 2004

Occupational Health and Safety Regulations 2017

DOCUMENT HISTORY

Version Number	Issue Date	Description of Change
1.0	March 2001	Initial release
2.0	July 2016	Review
3.0	March 2018	Review to ensure consistence with National Audit Tool requirements

Signed: _____ **Mayor** **Date:** _____

SECTION C – DECISIONS WHICH NEED ACTION/RATIFICATION

C.18.3 SIGN & SEAL REPORT

Responsible Officer: Chief Executive Officer

Attachments: Nil.

Declarations of Interest:

John McLinden - as the responsible officer, I declare that I have no disclosable interests in this matter.

Summary

The following documents and agreements have been signed and sealed by the Councillors and the Chief Executive Officer on the respective dates. Those actions require the ratification of the Council.

Discussion

During the course of any month Council is required to sign and seal a range of documents arising from decisions made on a previous occasion(s). Examples include sale of land, entering into funding arrangements for Council programs etc.

As the decision to enter into these agreements has already been made, these documents are signed and sealed when received, with Council ratifying the signing and sealing at the next Council meeting.

Consultation

Not applicable

Financial Implications

Not applicable

Social Implications

Not applicable

Economic Implications

Not applicable

Environmental Implications

Not applicable

Risk Management Implications

Not applicable

Background

During the course of any month Council is required to sign and seal a range of documents arising from decisions made on a previous occasion(s). Examples include sale of land, entering into funding arrangements for Council programs etc.

As the decision to enter into these agreements has already been made, these documents are signed and sealed when received, with Council ratifying the signing and sealing at the next Council meeting.

Issues

The following documents were signed and sealed since the last Council meeting:

No.	Document Type	Document Description	Date signed/ sealed
872	Occupancy Lease – Catalina Museum	Between Swan Hill Rural City Council and Lions Club of Lake Boga Inc.	20-02-18
873	Section 173 Agreement for 25 Baria Road, Robinvale	Between Swan Hill Rural City Council and B.S.Handreck & R.D.Handreck	20-02-18
874	S5 Instrument of Delegation to the Chief Executive Officer	Between Swan Hill Rural City Council to the Chief Executive Officer	20-02-18
875	S6 Instrument of Delegation to Members of Council Staff	Between Swan Hill Rural City Council and Members of Council Staff	20-02-18
876	Section 173 Agreement – Planning Permit 2017/29 for Native Vegetation Removal – 1030 Benjeroop-Tresco, Winlton and 3516 Murray Valley Highway	Between Swan Hill Rural City Council and Vicsuper Ecosystem Service Pty Ltd	13-03-18
877	Transfer of Land – River Road, Land Acquisition for the purpose of Road widening	Between Swan Hill Rural City Council and G.ATomamichel, D.G.Tomamichel and I.L.McCoy	13-03-18

Conclusion

Council authorise the signing and sealing of the above documents.

Recommendation

That Council notes the actions of signing and sealing the documents under delegation as scheduled.

C.18.4 COUNCILLOR ASSEMBLIES - RECORD OF ATTENDANCE AND AGENDA ITEMS

Responsible Officer: Chief Executive Officer
File Number: S15-05-06
Attachments: 1 Councillor Attendance at Assemblies

Declarations of Interest:

John McLinden - as the responsible officer, I declare that I have no disclosable interests in this matter.

Summary

The Local Government Act 1989 requires that the details of Councillor Assemblies be reported to Council meetings on a monthly basis.

Discussion

The State Government has amended the Local Government Act 1989 which requires Council to report on Councillor Assemblies.

Whilst Minutes do not have to be recorded, Agenda items and those in attendance must be, and a report presented to Council.

An assembly of Councillors is defined as a meeting that is planned or scheduled at which at least half of the Council and one Officer are in attendance, and where the matters being considered that are intended or likely to be the subject of a Council decision.

No formal decisions can be made at an assembly but rather direction can be given that is likely to lead to a formal decision of Council.

Details of the most recent assemblies of Council are attached.

Consultation

Not applicable.

Financial Implications

Not applicable.

Social Implications

Not applicable.

Economic Implications

Not applicable.

Environmental Implications

Not applicable.

Risk Management Implications

Not applicable.

Council Plan Strategy Addressed

Governance and leadership - Effective advocacy and strategic planning.

Options

Council must comply with the requirements of the Local Government Act 1989.

Recommendation

That Council note the contents of the report.

COUNCILLOR ASSEMBLIES ATTENDANCE AND AGENDA
27 February 2018 at 1.00pm, Swan Hill Town Hall, Council Chambers

AGENDA ITEMS

- Discussion on the Budget Process & Community Consultation
- Central Victorian Green House Alliance – Membership benefits
- Public Health and Wellbeing First Quarter Report
- De Watered Land Discussion Paper for MRC meeting
- Jaycee and Mundarra Parks
- Rail Freight Alliance Roadshow
- Mural Art Project – Lower Murray Water Pumping Station

ADDITIONAL ITEMS DISCUSSED

- Nil

ATTENDANCE

Councillors

- Cr Chris Jeffery
- Cr Bill Moar
- Cr Ann Young
- Cr Gary Norton
- Cr John Katis

Apologies

- Cr Les McPhee
- Cr Lea Johnson

OFFICERS

- Heather Green, Acting Chief Executive Officer
- Bruce Myers, Director Community & Cultural Services
- David Lenton, Director Corporate Services
- Svetla Petkova, Director Infrastructure
- Jessica Warburton, Acting Director Development and Planning
- Felicity O'Rourke, Community Planning Officer
- Fiona Gormann, Community Development and Riverfront Coordinator
- Stefan Louw, Development Manager

Other

- Rob Law, Executive Officer CVGA
- Reid Mather, CEO, Rail Freight Alliance

CONFLICT OF INTEREST

- Nil

**COUNCILLOR ASSEMBLIES ATTENDANCE AND AGENDA
6 March 2018 at 9am, Swan Hill Town Hall, Council Chambers**

AGENDA ITEMS

- Presentation of Draft Budget to Councillors

ADDITIONAL ITEMS DISCUSSED

- Nil

ATTENDANCE

Councillors

- Cr Les McPhee
- Cr Bill Moar
- Cr Ann Young
- Cr Chris Jeffery
- Cr Gary Norton
- Cr John Katis

Apologies

- Cr Lea Johnson

OFFICERS

- Heather Green, Acting Chief Executive Officer
- Bruce Myers, Director Community & Cultural Services
- David Lenton, Director Corporate Services
- Svetla Petkova, Director Infrastructure
- Jessica Warburton, Acting Director Development and Planning
- Warren Snyder, Finance Manager

Other

CONFLICT OF INTEREST

- Nil

**COUNCILLOR ASSEMBLIES ATTENDANCE AND AGENDA
13 March 2018 at 1.00pm, Swan Hill Town Hall, Council Chambers**

AGENDA ITEMS

- Councillor Only Session
- Occupational Health and Safety Policy
- Footpaths in Road Reserves & Parks Policy Report
- Annual Murray Regional Tourism Presentation
- Wirsol
- MESS Review
- New Year Eve

ADDITIONAL ITEMS DISCUSSED

- Nil

ATTENDANCE

Councillors

- Cr Les McPhee
- Cr Chris Jeffery
- Cr Bill Moar
- Cr Lea Johnson

Apologies

- Cr Ann Young
- Cr Gary Norton
- Cr John Katis

OFFICERS

- John McLinden, Chief Executive Officer
- Bruce Myers, Director Community & Cultural Services
- David Lenton, Director Corporate Services
- Svetla Petkova, Director Infrastructure
- Heather Green, Director Development and Planning

Other

- Mark Francis, CEO Murray Regional Tourism
- Matthew Rose and Benjamin Fox, Wirsol

CONFLICT OF INTEREST

- Nil

SECTION D – NOTICES OF MOTION

SECTION E – URGENT ITEMS NOT INCLUDED IN AGENDA

SECTION F – TO CONSIDER & ORDER ON COUNCILLOR REPORTS

SECTION G – IN CAMERA ITEMS

Recommendation

That Council close the meeting to the public on the grounds that the following report include personnel matters

B.18.14 IN CAMERA CONSIDERATION OF CONFIDENTIAL REPORT