



M(8) – 30 JULY 2024

Ordinary Council Meeting

Minutes

The **Ordinary Meeting** of the **Alpine Shire Council** was held in the Council Chambers, Great Alpine Road, Bright on **30 July 2024** and commenced at **5:08pm**. *The meeting commenced late due to technical errors.*

PRESENT

COUNCILLORS

Cr John Forsyth - Mayor

Cr Simon Kelley - Deputy Mayor

Cr Katarina Hughes*

Cr Ron Janas

Cr Tony Keeble*

Cr Sarah Nicholas

Cr Kelli Prime

** attendance via electronic means*

OFFICERS

Will Jeremy - Chief Executive Officer

Nathalie Cooke - A/Director Customer and Community

Michael MacDonagh - A/Director Assets

APOLOGIES

Alan Rees

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1. Recording and livestreaming of Council meetings

The CEO read the following statement:

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

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

In common with all narrative during Council meetings, verbal responses to congratulations, obituaries and question time will not be recorded in the written minutes. By submitting a question, you consent to your question being read aloud at the meeting.

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

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

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

All to stand, the Mayor read the following statement:

Alpine Shire Council acknowledges the Taungurung peoples as the Traditional Custodians of the lands on which we are meeting today. Council also acknowledges all of the Traditional Custodians of the wider lands of the area known as the Alpine Shire.

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

3. Confirmation of minutes

3.1 ORDINARY COUNCIL MEETING – M(7) – 25 JUNE 2024

Cr Kelley

Cr Janas

That the minutes of Ordinary Council Meeting M(7) held on 25 June 2024 as circulated be confirmed.

Carried Unanimously

4. Apologies

Alan Rees, Director Assets

5. Obituaries / congratulations

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

6. Declarations by Councillors of conflict of interest

9.3.1 2024/25 Events Funding Program

Mayor John Forsyth declared a general conflict of interest in relation to Grow Myrtleford + Twilight Carols and the Myrtleford Golf Club.

Cr Ron Janas declared a general conflict of interest in relation to Grow Myrtleford+ Twilight Carols.

Cr Kelli Prime declared a general conflict of interest in relation to the Dederang Picnic Races.

Cr Tony Keeble declared a general conflict of interest in relation to the Mount Beauty Running Festival as he is a member of the Hoppet Committee and Harrierville Half Marathon as his substantive position is Principal with the Department of Education and Bright P12 College.

Cr Sarah Nicholas general declared a conflict of interest in relation to Bright P12 Fun Run.

Cr Simon Kelly declared a general of conflict of interest in relation to Bright P12 Fun Run, Mount Beauty Run Festival and the Mount Beauty Writers' Festival 2024 and Victorian Downhill Series Round Mount Beauty.

9.3.2. 2024/25 Community Grants Program

Mayor John Forsyth declared a general conflict of interest to the Myrtleford Golf Club.

Cr Kelli Prime declared a general conflict of interest in relation to the Dederang Picnic Race Club.

Cr Tony Keeble declared a general conflict of interest in relation to the Bright P12 College as his substantive position if Principal with the Department of Education

Cr Sarah Nicholas general declared a conflict of interest in relation to Bright P12 Greenhouse, Bright Food Co-op Limited and Sustainable Upper Ovens Inc.

Cr Simon Kelley declared a general conflict of interest for all Kiewa Valley Groups and in respect to distribution of funds from the Kiewa Valley Flood and Landslip Grant Program. Cr Kelley further declared a general conflict of interest with respect to Bright P12 Greenhouse.

Where the Mayor has declared a conflict of interest, the Deputy Chair will assume the role as Chair in accordance with Council's Governance Rules.

7. Public questions

Public Question time will be held in accordance with the following provisions of Council's Governance Rules:

G5 Public Question Time

GS3. Questions submitted to Council may be:

- Submitted as a "Question on Notice" to the Chief Executive Officer in writing by 5pm on the day prior to the Council meeting, stating the name and contact details of the person submitting the question; or
- During meetings held wholly in-person, at the Chairperson's discretion, asked directly by a member of the public gallery at the Council meeting during public question time.

GS4. No person may submit or ask more than two questions at any one meeting.

GS7. A question may be disallowed by the Chairperson if the Chairperson determines that it:

- is not related to an item on the agenda;
- relates to a matter outside the duties, functions and powers of Council;
- is defamatory, indecent, abusive, offensive, irrelevant, trivial or objectionable in language or substance;
- deals with a subject matter already answered;
- is aimed at embarrassing a Councillor or a member of Council staff;
- relates to confidential information as defined in s3 of the Act;
- relates to the personal hardship of any resident or ratepayer; or
- relates to any other matter which the Council considers would prejudice the Council or any person.

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

8. Mayor's Report

8.1.1 Chief Executive Officer - Employment and Remuneration

INTRODUCTION

This report relates to the findings of the CEO Employment and Remuneration Committee annual review in relation to CEO remuneration.

Cr Nicholas

Cr Janas

That:

- 1. The Chief Executive Officer be offered a 5% increase to his base salary; and*
- 2. The payment takes effect from 1 July 2024.*

Carried

BACKGROUND

The CEO Employment and Remuneration Committee (Committee) comprises of an independent chair and at least three councillors, one of whom must be the Mayor.

The Committee reviews the performance of the CEO against a set of formulated Key Performance Indicators (KPIs) on a quarterly basis. The Remuneration Package provided to the CEO forms part of the Committee's annual review in accordance with section (3) of the Act.

There is no clear formula or agreed sector-wide approach to establishing CEO salaries and annual increases to guide the Committee. In the development of the recommendations regarding the CEO remuneration, the following factors have been taken into consideration:

- CEO's performance
- CEO salaries for similar sized councils
- 2024/25 Rate Cap set by the Victorian Government at 2.75%.
- The 1 July 2024 Determination of the Victorian Independent Remuneration Tribunal determined to apply an increase of between 4 - 4.5% to the notional salary component of the remuneration bands for executives employed in public service bodies.

Council at its Ordinary Council Meeting held in June 2024 noted the assessment of the CEO's performance against KPIs documented in the CEO Annual Performance Plan 2023/2024 and adopted the CEO Annual Performance Plan 2024/2025.

The Committee endorses the proposed variation to the CEO's Remuneration Package and presents this recommendation to Council for consideration.

ISSUES

Nil

POLICY IMPLICATIONS

Employment of the Chief Executive Officer is governed by Part 3, Division 7 of the *Local Government Act 2020*, and further by Council's CEO Employment and Remuneration Policy.

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

- 5.3 Bold leadership, strong partnerships and effective advocacy

FINANCIAL AND RESOURCE IMPLICATIONS

The Remuneration Package provided to the CEO is in accordance with Section 45(3) of the Act.

RISK MANAGEMENT

Risk	Likelihood	Impact	Mitigation Action / Control
Poor performance by the CEO in delivering for Council in accordance with Section 46 of the Local Government Act.	Unlikely	Major	<ul style="list-style-type: none"> • Adoption of the CEO Employment and Remuneration Policy • Establishment of an Annual Performance Plan and periodic assessment and reporting against this Plan.

CONSULTATION

The CEO Employment and Remuneration Committee is responsible for ensuring that the CEO Annual Performance Plan and KPIs are in place in accordance with the CEO Employment and Remuneration Policy.

The CEO Employment and Remuneration Committee submits an Annual Review Report in June each year and makes recommendations for any variation to the CEO's Remuneration Package at that time.

CONCLUSION

That Council considers the recommendations of the Committee to increase the CEO's Remuneration Package in accordance with Council's CEO Employment and Remuneration Policy.

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.

- Mayor
- EA to CEO

ATTACHMENT

8.1.1 CEO Annual Performance Plan 2024/25

9. Presentation of reports by officers

9.1 CHIEF EXECUTIVE OFFICER – WILL JEREMY

9.1.1 Community Satisfaction Survey 2024

INTRODUCTION

This report shares the results of the 2024 Community Satisfaction Survey.

Cr Kelley
Cr Prime

That Council notes Alpine Shire Council's results for the 2024 Community Satisfaction Survey.

Carried Unanimously

BACKGROUND

Alpine Shire Council used the services of JWS Research to conduct its annual Community Satisfaction Survey. The survey is optional for councils across Victoria noting that three (3) of the measures in the survey are required under the Local Government Performance Reporting Framework (LGPRF).

The survey consisted of phone interviews with 400 residents selected to match the demographic profile of the Alpine Shire according to the most recently available Australian Bureau of Statistics estimates. Up to 60% of the survey calls were made to mobile phone numbers. In all previous years, surveys were undertaken in a single annual period during January - March. For the 2023/24 survey, Council elected to move to quarterly surveying, which was spread across June, September, November, and March. 100 surveys were conducted each quarter, totalling 400 surveys conducted by the end of each year.

Results are summarised through an 'Index Score' which is a weighted average of how many respondents responded against each possible survey response to each question, including 'very good', 'good', 'average', 'poor' and 'very poor'. Survey responses of 'can't say' were excluded from the Index Score. A higher index score indicates a more positive weighted response.

RESULTS

Measures	Alpine 2024	Alpine 2023	Small Rural 2024	State-wide 2024
OVERALL PERFORMANCE	50	52	53	54

Measures	Alpine 2024	Alpine 2023	Small Rural 2024	State-wide 2024
VALUE FOR MONEY	45	47	45	48
OVERALL COUNCIL DIRECTION	39	41	44	45
CUSTOMER SERVICE	59	62	66	67
% respondents having contact with Council	65%	65%	65%	62%
WASTE MANAGEMENT	56	62	67	67
COMMUNITY DECISIONS	45	51	50	50
CONSULTATION AND ENGAGEMENT	46	50	51	51
SEALED LOCAL ROADS	41	49	41	45

ISSUES

State-wide results

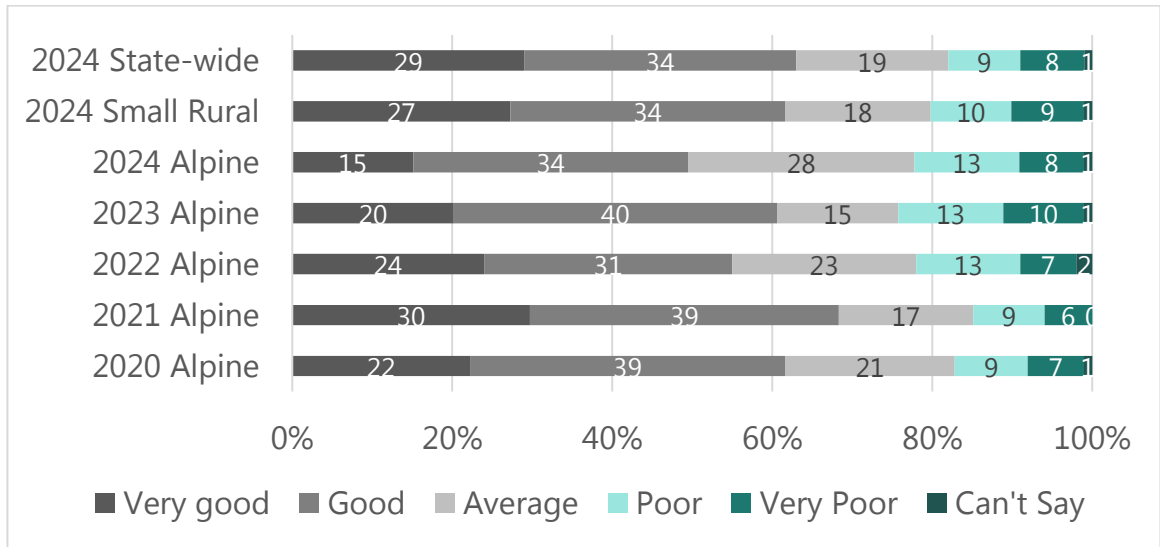
The State-wide report released by JWS Research, which compiles Community Satisfaction Survey (CSS) results across all participating Councils, states that in 2024 almost all councils that participated received lower overall performance index scores than in 2023. This continues a trend seen in previous years.

The report suggests that external factors affecting individual councils or for the local government sector more broadly may be driving some of this downward trend, including rate increases, changes to delivery of council services, negatively viewed decisions and actions on infrastructure and development, or perceived poor value for money for Council services in the context of high and worsening cost of living pressures.

Alpine Shire Council results

Customer Service

Satisfaction with customer service decreased from 62 in 2023, to 59 in 2024, and was significantly lower than the State-wide and Small Rural Council averages. Two-thirds of residents have had contact with Council in the past 12 months, a slight increase on the previous year. 49% of residents considered customer service to be 'very good' or 'good' in 2024, which was a decrease compared to 60% in 2023.



Areas for focus

The report suggests that decisions made in the interests of the community, along with consultation and engagement, should remain areas of focus in the coming year - most notably with residents in the Upper Ovens.

The Chief Executive Officer publishes their Key Performance Indicators on the Alpine Shire Council website. The areas of focus are closely aligned.

Council elected to conduct quarterly surveying in the 2023/24 year, rather than the single period of January-March. This aimed to reduce seasonal / single issue impacts over results.

Full reports

- Council's full report and more in-depth analysis of results can be found in Attachment 8.2.4.
- State-wide comparative results can be found at: www.localgovernment.vic.gov.au/our-programs/council-community-satisfaction-survey.

POLICY IMPLICATIONS

While undertaking the Community Satisfaction Survey is not mandatory, the linkage between results for 'consultation and engagement', 'community decisions' and 'sealed local roads' with the Local Government Performance Reporting Framework (LGPRF) has meant that undertaking it not only gives Council an insight as to how the community thinks it is performing but means that Council is able to meet its annual reporting requirements.

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

The 2023/24 cost to Council for the Community Satisfaction Survey was \$8,782 excluding GST.

RISK MANAGEMENT

Risk	Likelihood	Impact	Mitigation Action / Control
Failure to report on three LGPRF measures in Council's annual report	Unlikely	Insignificant	<ul style="list-style-type: none"> Council undertakes Customer Satisfaction Survey at least annually.
Failure to respond to results	Possible	Moderate	<ul style="list-style-type: none"> Council considers the results of the annual CSS and updates performance metrics as appropriate.

CONSULTATION

400 residents were surveyed by JWS Research (on behalf of Local Government Victoria and Alpine Shire Council) to gather the data for this survey. All interviews were conducted by phone. Surveys were conducted across four quarters in 2023/24 in June, September, November, and March.

CONCLUSION

Perceptions of Council's overall performance continued to decline in 2024. The report suggests that Council will need to focus on decisions made in the interest of the community, and community consultation and engagement in 2024/25 to address the decline in performance this year.

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.

- Chief Executive Officer
- Governance Officer

ATTACHMENT(S)

9.1.1 2024 Local Government Community Satisfaction Survey - Alpine Shire Council

9.1.2 September Ordinary Council Meeting date change

INTRODUCTION

This report seeks Council's endorsement to change the date of the ordinary meeting being held in September 2024.

Cr Keeble

Cr Prime

That Council:

- 1. Endorses the change of the September Ordinary Council Meeting from 17 September to 24 September 2024; and*
- 2. Updates the Alpine Shire Council website to reflect the new meeting date.*

Carried Unanimously

BACKGROUND

In accordance with Council's Governance Rules Chapter 3 section C1, Council must set the date, time, and locations of Ordinary Council meetings. The schedule of Ordinary Council Meetings is set towards the end of each calendar year.

ISSUES

Recent changes introduced by the Governance and Integrity Bill 2024 have resulted in changes being made to commencement of the election period which is now set for 12 noon on 17 September 2024. The date of the September meeting was originally set so that it fell outside of caretaker period.

At the September meeting, Officers present draft Financial Statements and a draft Performance Statement for Council Approval in Principle, in line with the requirements of Sections 98 and 99 of the *Local Government Act 2020*, and the *Local Government (Planning and Reporting) Regulations 2020*.

The authorised Councillors are required to certify the final Financial Statements and Performance Statement after any amendments or changes requested by the Victorian Auditor General have been made, and prior to adoption by Council. By moving the meeting date to the last Tuesday of the month, this will allow Officers the additional time to plan and manage the process with the external auditors and the Audit and Risk Committee prior to presenting them to Council to provide in principle support.

POLICY IMPLICATIONS

The recommendations are 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

None to report.

RISK MANAGEMENT

No risks to report.

CONCLUSION

That the revised date of the September Ordinary Council Meeting be endorsed 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.

- Chief Executive Officer
- Executive Assistant to CEO

ATTACHMENT(S)

Nil

9.2 A/DIRECTOR ASSETS – MICHAEL MACDONAGH

9.2.1 Great Alpine Road (western gateway), Bright: Landscape and Heritage Detailed Assessment Methodology Report 2024

INTRODUCTION

Council engaged GML Heritage Victoria Pty Ltd to undertake a detailed landscape and heritage assessment of the avenue of trees on the Great Alpine Road (western gateway) in Bright.

The assessment has determined that the avenue of trees meets the threshold of local heritage significance and that the Heritage Overlay should be applied to conserve this significance.

This report recommends that Council prepares a planning scheme amendment to apply the Heritage Overlay to the avenue of trees.

Cr Nicholas

Cr Prime

That Council:

- 1. Receives and notes the Great Alpine Road (western gateway), Bright: Landscape and Heritage Preliminary Assessment Report October 2023;*
- 2. Adopts the Great Alpine Road (western gateway), Bright: Landscape and Heritage Detailed Assessment Methodology Report July 2024; and*
- 3. Prepares and exhibits a planning scheme amendment to implement the Great Alpine Road (western gateway), Bright: Landscape and Heritage Detailed Assessment Methodology Report July 2024 in the Alpine Planning Scheme to, amongst other things, apply the Heritage Overlay to Section 1 of the avenue of trees at the Great Alpine Road (western gateway) in Bright.*

Carried Unanimously

BACKGROUND

In mid-2023, Council engaged GML Heritage Victoria Pty Ltd (GML) to undertake a preliminary landscape and heritage assessment of the avenue of trees along the Great Alpine Road (Western Gateway) in Bright. The Great Alpine Road (western gateway), Bright: Landscape and Heritage Preliminary Assessment Report October 2023 (preliminary assessment) sought to identify whether the avenue of trees, or part of it, had the potential to meet the threshold of local heritage significance and warranted a further detailed assessment to provide the strategic justification to amend the planning controls on the land by applying the Heritage Overlay, see attachment 9.2.1a.

The Heritage Overlay is a planning control that can be applied to land that has been determined to have heritage significance. The purpose of the Heritage Overlay is to protect places of either local or state significance. The inclusion of properties in the

Heritage Overlay helps to ensure that new development does not detrimentally impact upon the continued integrity and heritage significance of the place. If a property is included in the Heritage Overlay, planning permission may be required from Council to undertake development within the overlay. This ensures places of heritage significance are protected and any proposed changes assessed in detail before development occurs.

The preliminary assessment found that the avenue was planted in various stages between the 1930s and the 1990s, and can be divided into four distinct sections based on composition of species and planting dates as shown in Figure 1 below. The four sections are:

- Section 1: *Quercus palustris* (Pin Oak) and *Ulmus x hollandica* (Dutch Elm). Estimated 1960s planting date;
- Section 2: *Cedrus deodara* (Deodar Cedar) and *Quercus palustris* (Pin Oak). Estimated 1990s planting date;
- Section 3: *Populus alba* (White Poplar) (poss. cultivar 'Pyramidalis'). Estimated 1930s to 1950s planting date; and
- Section 4: *Cedrus deodara* (Deodar Cedar) and *Quercus palustris* (Pin Oak). Estimated 1990s planting date.



Figure 1: Annotated map of the avenue of tree divided into four sections of species.

The preliminary assessment suggested that Section 1 of the avenue has the potential to meet the threshold of local heritage significance, noting that this section is highly intact forming a picturesque and distinctive entry feature into the township, and was

deliberately designed and planted in association with the promotion of tourism in Bright. The preliminary assessment recommended that Council should proceed with a further detailed assessment for Section 1 of the avenue to prepare a draft place citation report including a statement of significance and a recommended curtilage for the Heritage Overlay. Council subsequently engaged GML to undertake this detailed assessment in October 2023.

Results of detailed assessment

The Great Alpine Road (western gateway), Bright: Landscape and Heritage Detailed Assessment Methodology Report June 2024 (detailed assessment) found that Section 1 of the avenue (Pin Oaks and Dutch Elms) is of local historical, representative, aesthetic and social significance to the township of Bright, and the wider Alpine Shire, see attachment 9.2.1.b. It recommends that this section of the avenue meets the threshold of local heritage significance, that the Heritage Overlay should be applied to this section of the avenue and that the avenue be included in the Schedule to Clause 43.01 Heritage Overlay in the Alpine Planning Scheme as an individually significant place.

The avenue is historically significant as it identifies an important phase in the early postwar history of the town, which saw aspirations for a more attractive entry point into Bright and concerted attempts to reinvigorate the tourism appeal of the town. The avenue contributes to the overall aesthetic qualities of Bright's highly regarded cultural landscape, derived from the many and various street tree avenues planted across the town since the 1880s.

The avenue is aesthetically significant as a designed planting at the entry into the town, which utilises contrasting autumnal foliage colours to dramatic effect. It provides evidence of a conscious effort by residents of the town to provide a dramatic arrival experience for entrants into the town. The avenue is part of a larger, important and early collection of street trees in Bright that have social significance both to residents and long-term visitors to the town. Great popular affection is held for these trees, especially for their striking autumnal displays.

In accordance with *Planning Practice Note 1: Applying the Heritage Overlay*, the avenue was assessed and meets the following HERCON criteria:

- **Criterion A;** importance to the course or pattern of our cultural or natural history (historical significance).
- **Criterion D;** importance in demonstrating the principal characteristics of a class of cultural or natural places or environments (representativeness).
- **Criterion E;** Importance in exhibiting particular aesthetic characteristics (aesthetic significance).
- **Criterion G;** strong or special association with a particular community or cultural group for social, cultural or spiritual reasons. This includes the significance of a place to indigenous peoples as part of their continuing and developing cultural traditions (social significance).

The assessment recommends that the avenue be included in the Schedule to Clause 43.01 Heritage Overlay of the Alpine Planning Scheme in Figure 2.

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017	Prohibited uses permitted?	Aboriginal heritage place?
HO#	Avenue of Pins Oaks and Dutch Elms at the Great Alpine Road (western gateway), Bright	No	No	Yes	No	No	No	No	No

Figure 2: Recommended planning controls for inclusion within the Heritage Overlay of the Alpine Planning Scheme.

The recommended curtilage for the Heritage Overlay includes the 48 trees and surrounding land that accommodates an appropriate setting for this heritage place and tree protection zones is outlined in Figures 3 and 4.



Figure 3: Recommended curtilage (western section) for the Heritage Overlay outlined in red.



Figure 4: Recommended curtilage (eastern section) for the Heritage Overlay outlined in red.

Other sections of the avenue are less intact or are more recent plantings that have reasonable to low integrity and therefore are not considered to meet the threshold of local heritage significance.

The detailed assessment recommends that the Heritage Overlay be applied on an interim basis. Applying the Heritage Overlay on an interim basis provides temporary protection for places likely to meet the threshold of local heritage significance and may be at risk. This requires the preparation and implementation of a planning scheme amendment that is normally expedited by the Minister for Planning at the request of the relevant council. The application of a Heritage Overlay on an interim basis would only be progressed by the minister on the proviso that Council would subsequently commit to preparing and exhibiting a planning scheme amendment to apply the Heritage Overlay on a permanent basis. This subsequent planning scheme amendment would include a formal public exhibition process in accordance with the requirements of the *Planning and Environment Act 1987* (Vic). Whether the application of the Heritage Overlay to the place is progressed on an interim or permanent basis will only be known following discussions with the Department of Transport and Planning once Council has considered this matter.

The detailed assessment also recommended changes to the local policy in the Alpine Planning Scheme for heritage and significant environments and landscapes to strengthen the protection and consideration of heritage places and significant avenues of trees along public roads. Council officers will consider these changes as part of Council's strategic work program.

A planning permit was recently granted for the first two stages of the Bright Valley residential development to the south of the avenue. The permit allows for the removal of two mature trees and the relocation of three smaller trees from the avenue. Council officers are of the view that these works do not detrimentally impact upon the continued integrity of the avenue of trees and that the Heritage Overlay should be applied to this place. The application of the Heritage Overlay to the avenue will ensure that the impact of any additional development in the curtilage of the place can consider the integrity and significance of the avenue.

It should be noted that the preliminary and detailed assessments were limited in scope to only assessing the avenue for local heritage significance; however, the detailed assessment suggests that the avenue planting, along with the five other avenue plantings at Delany Avenue, Cobden Street and Railway Avenue, Coronation Avenue, and Morses Creek Road would not meet the threshold for state significance as a single place.

Separate to the findings of the detailed assessment, Council officers understand that Heritage Victoria is currently undertaking a separate assessment of the avenue, along with the other avenues of trees and individual mature trees in Bright, for inclusion in the Victorian Heritage Register as a possible place/s of state significance. It is estimated that this assessment will take two years to be completed and Council will participate in this process when requested to do so by Heritage Victoria or the Heritage Council of Victoria.

The detailed assessment included the Great Alpine Road West Bright Arboricultural Assessment and Report by Treelogic Pty Ltd. This assessed the condition of 88 individual trees and four tree groups comprising of 44 stems across all four sections in the avenue for age, health, structure and useful life expectancy, as well as establishing tree protection zones. The assessment found that the overall tree population is healthy, and they are expected to contribute positively to the landscape into the medium and long term.

The arboricultural assessment recommended works on 14 trees within two years, including the removal of five White Poplars (*Populus alba*) due to their poor condition with short useful life expectancies, structural pruning for five trees, and pest control treatment for Elm Leaf Beetle on four trees. The assessment also recommended the removal of the remaining White Poplars (*Populus alba*) within five years and provided a list of vacant sites that are suitable for replanting opportunities.

Council will shortly consider a broader condition report of street trees across Bright. Council officers will consider the management recommendations of the detailed assessment as part of this process.

POLICY IMPLICATIONS

The findings and recommendations of this report are in accordance with the following Strategic Objective of the Council Plan 2021-2025:

4.1 Conservation and promotion of the distinct character across the Shire.

FINANCIAL AND RESOURCE IMPLICATIONS

The recommendation to undertake a planning scheme amendment to apply the Heritage Overlay to the avenue on an interim or permanent basis will result in minor financial implications for Council. Costs will be incurred in paying the statutory planning scheme amendment fees payable to the Victorian Government. This cost and the resources required to prepare the planning scheme amendment documentation are accounted for in Council’s existing 2024/2025 financial year budget including a fee of \$530.70 for the Minister for Planning to consider the request to approve the Amendment. Council will also need to pay any fees relating to the Independent Planning Panel if it is required to consider submissions to the amendment.

The approved 2024/25 budget contains a budget allocation of \$130,000 to progress with planning scheme amendments. The costs and resources required to prepare the planning scheme amendment will utilise some of this budget allocation.

The arboricultural assessment included management recommendations for all four sections of the avenue within the next four years, including the removal of White Poplar (*Populus alba*) trees due to their poor condition. Council’s Open Spaces Team is consolidating a broader assessment of health and condition of street trees in Bright. The management recommendations of the detailed assessment will be considered as part of this work.

RISK MANAGEMENT

Risk	Likelihood	Impact	Mitigation Action / Control
Community opposition to the application of the Heritage Overlay to the avenue of trees.	Unlikely	Minor	Concerns or objections that cannot be resolved during the planning scheme amendment process will be referred to an independent planning panel for consideration. The panel’s recommendations must be considered by Council when it considers submissions and the planning scheme amendment.

CONSULTATION

GML has engaged the Bright and District Historical Society Inc. and Myrtleford and District Historical Society Inc. as part of its research on the avenue and has completed an on-ground assessment of the condition of the street trees with the support of an arborist.

Council has also received and responded to correspondence and undertaken meetings with the "Save the Bright Gateway Trees" community group as part of this process to ensure its concerns are known.

The proposed planning scheme amendment to apply the Heritage Overlay to Section 1 of the avenue of trees on a permanent basis will need to be exhibited in accordance with the requirements of the *Planning and Environment Act 1987* (Vic). Any person may make a submission to the amendment at that stage. Any submissions received will be considered by Council and will be referred to an independent planning panel for consideration if they are unable to be resolved. The panel's recommendation must then be considered by Council when it considers submissions and the amendment.

CONCLUSION

The detailed assessment for the avenue of trees along the Great Alpine Road (western gateway) in Bright by GML found that Section 1 of the avenue is of local historical, representative, aesthetic and social significance to the township of Bright and the wider Alpine Shire.

The assessment has determined that the avenue of trees meets the threshold of local heritage significance and that the Heritage Overlay should be applied to conserve this significance.

The assessment recommends that the avenue of trees be included in the Schedule to Clause 43.01 Heritage Overlay of the Alpine Planning Scheme as an individually significant place.

This report recommends that Council resolves to prepare and exhibit a planning scheme amendment to apply the Heritage Overlay to Section 1 of the avenue of trees at Great Alpine Road (western gateway) in Bright.

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 Growth and Future
- Strategic Planning Coordinator
- Senior Strategic Planner

ATTACHMENT(S)

- 9.2.1.a Great Alpine Road (western gateway), Bright Landscape and Heritage Preliminary Assessment Report October 2023
- 9.2.1.b Great Alpine Road (western gateway), Bright Landscape and Heritage Detailed Assessment Methodology Report July 2024

9.3 A/DIRECTOR CUSTOMER AND COMMUNITY – NATHALIE COOKE

9.3.1 2024/25 Event Funding Program

INTRODUCTION

This Report relates to the allocation of the funding through Council's 2024/25 Event Funding Program.

Cr Simon Kelley, Cr Sarah Nicholas and Cr Tony Keeble declared a conflict of interest and left Council Chambers at 6:32pm.

*Cr Janas
Cr Prime*

That Council:

1. Allocates funding to events as follows:

<i>Event Name</i>	<i>Applicant</i>	<i>Funding amount</i>
<i>Bright Fun Run - Trail Fest 2025</i>	<i>The Bright Fun Run - Bright P-12 College</i>	<i>\$3,000</i>
<i>Mount Beauty Running Festival</i>	<i>Kangaroo Hoppet Inc.</i>	<i>\$3,000</i>

Carried

Cr Tony Keeble and Cr Sarah Nicholas re-entered Council Chambers at 6:33pm.

*Cr Nicholas
Cr Prime*

2. Allocates funding to events as follows:

<i>Event Name</i>	<i>Applicant</i>	<i>Funding amount</i>
<i>UKV Gala4Good</i>	<i>Mount Beauty United Cricket Club</i>	<i>\$5,000</i>

Carried

Cr Simon Kelley re-entered Council Chambers at 6:34pm.

Cr Tony Keeble declared a conflict of interest and left Council Chambers at 6:34pm.

Cr Nicholas

Cr Janas

3. Allocates funding to events as follows:

<i>Event Name</i>	<i>Applicant</i>	<i>Funding amount</i>
<i>Harrietville Half marathon (HH)</i>	<i>Harrietville Primary School</i>	<i>\$3,000</i>

Carried

Cr Tony Keeble re-entered Council Chambers at 6:35pm.

Cr John Forsyth and Cr Ron Janas declared a conflict of interest and left Council Chambers at 6:35pm.

Cr Nicholas

Cr Prime

4. Allocates funding to events as follows:

<i>Event Name</i>	<i>Applicant</i>	<i>Funding amount</i>
<i>GROW Myrtleford+ Twilight Carols</i>	<i>Into Our Hands Community Foundation</i>	<i>\$2,000</i>

Carried

Cr Ron Janas re-entered Council Chambers at 6:35pm.

Cr Nicholas

Cr Hughes

5. Allocates funding to events as follows:

<i>Event Name</i>	<i>Applicant</i>	<i>Funding amount</i>
<i>Great Alpine Golf Classic</i>	<i>Myrtleford Golf Club</i>	<i>\$2,000</i>

Carried

Cr John Forsyth re-entered Council Chambers at 6:36pm.

Cr Simon Kelley declared a conflict of interest and left Council Chambers at 6:36pm.

Cr Prime

Cr Janas

6. Allocates funding to events as follows:

<i>Event Name</i>	<i>Applicant</i>	<i>Funding amount</i>
<i>Mount Beauty Writers' Festival 2024</i>	<i>Upper Kiewa Valley Regional Arts Inc.</i>	<i>\$5,000</i>
<i>Victorian Downhill Series Round Mount Beauty</i>	<i>Team Mount Beauty</i>	<i>\$3,000</i>

Carried

Cr Simon Kelley re-entered Council Chambers at 6:37pm.

Cr Kelli Prime declared a conflict of interest and left Council Chambers at 6:37pm.

Cr Nicholas

Cr Hughes

7. Allocates funding to events as follows:

<i>Event Name</i>	<i>Applicant</i>	<i>Funding amount</i>
<i>Dederang Picnic Races</i>	<i>Dederang Picnic Race Club</i>	<i>\$5,000</i>

Carried

Cr Kelli Prime re-entered Council Chambers at 6:37pm.

Cr Nicholas

Cr Prime

8. Allocates funding to events as follows:

<i>Event Name</i>	<i>Applicant</i>	<i>Funding amount</i>
<i>Alpe De Buffalo</i>	<i>Alpine Cycling Club</i>	<i>\$2,000</i>
<i>Alpine Brass Festival</i>	<i>Skunkworks Community Limited</i>	<i>\$5,000</i>
<i>Alpine Cycling Club Gravity Enduro</i>	<i>Alpine Cycling Club</i>	<i>\$2,000</i>
<i>Bright Alpine Climb 4 Peaks</i>	<i>Thought Sports Pty Ltd</i>	<i>\$5,000</i>

<i>Event Name</i>	<i>Applicant</i>	<i>Funding amount</i>
<i>Bright Art Gallery Summer Exhibition ART Awards</i>	<i>Bright Art Gallery & Cultural Centre</i>	<i>\$3,300</i>
<i>Bright Autumn Festival</i>	<i>Bright Autumn Festival - sub-committee of the Bright and District Chamber of Commerce</i>	<i>\$5,000</i>
<i>Bright Cabaret & Comedy Festival 2025</i>	<i>Bright Cabaret & Comedy Festival Inc</i>	<i>\$2,000</i>
<i>Bright Gravel & CX</i>	<i>Big Hill Events</i>	<i>\$5,000</i>
<i>Bright Make it Bake it Grow it Market</i>	<i>Bright and District Chamber of Commerce</i>	<i>\$2,000</i>
<i>Bright Open 2025</i>	<i>Northeast Victorian Hang Gliding Club</i>	<i>\$2,000</i>
<i>Bright Rod Run</i>	<i>Bright Rod & Kustom Club Inc</i>	<i>\$5,000</i>
<i>Bright Rotary Markets</i>	<i>The Rotary Club of Bright</i>	<i>\$4,000</i>
<i>Bright Running Festival 2024</i>	<i>Perseverance Events</i>	<i>\$1,500</i>
<i>Bright Twilight Tastings</i>	<i>Bright and District Chamber of Commerce</i>	<i>\$2,000</i>
<i>Brighter Days Festival</i>	<i>Brighter Days Foundation</i>	<i>\$5,000</i>
<i>Buffalo Stampede Festival 2025</i>	<i>SingleTrack Events Pty Ltd</i>	<i>\$10,000</i>
<i>Christmas Market 2024</i>	<i>Bright Lights Winter Nights</i>	<i>\$2,000</i>
<i>Darker Days</i>	<i>Bright Brewery</i>	<i>\$2,000</i>
<i>Great Southern Endurance Run (GSER)</i>	<i>Ultra Endurance</i>	<i>\$5,000</i>
<i>Harrietville Bush Markets</i>	<i>Harrietville Historical Society</i>	<i>\$2,000</i>
<i>La Fiera</i>	<i>Myrtleford Chamber of Commerce & Industry Inc</i>	<i>\$10,000</i>

<i>Event Name</i>	<i>Applicant</i>	<i>Funding amount</i>
<i>Lazy Sunday Afternoon - Great Victorian Bike Ride Activation</i>	<i>Myrtleford Chamber of Commerce</i>	<i>\$2,265</i>
<i>Mountaingrass</i>	<i>Australasian Bluegrass and Old Time Music Association</i>	<i>\$3,000</i>
<i>Myrtleford Bush Market</i>	<i>Myrtleford Chamber of Commerce & Industry Inc</i>	<i>\$2,500</i>
<i>Myrtleford Farmers Market</i>	<i>The Tobacco & Associated Farmers' Co-operative Ltd</i>	<i>\$2,000</i>
<i>Myrtleford Golden Spurs Rodeo</i>	<i>Myrtleford Lions Golden Spurs Rodeo</i>	<i>\$5,000</i>
<i>Myrtleford Lawn Tennis Club Annual Easter Tournament</i>	<i>Myrtleford Lawn Tennis Club</i>	<i>\$5,000</i>
<i>Myrtleford Show</i>	<i>Myrtleford and District Agricultural and Pastoral Society</i>	<i>\$10,000</i>
<i>Myrtleford Summer Series</i>	<i>Myrtleford Chamber of Commerce</i>	<i>\$5,000</i>
<i>Spartan Australia – Bright Trifecta Weekend</i>	<i>Spartan Aus 3.0 Pty Ltd</i>	<i>\$10,000</i>
<i>Tour of Bright 2024</i>	<i>Alpine Cycling Club</i>	<i>\$10,000</i>
<i>Wandi Cross</i>	<i>Wandi Trail Runners Inc</i>	<i>\$3,000</i>
<i>Wandiligong Nut Festival</i>	<i>Wandiligong Nut Festival Inc</i>	<i>\$10,000</i>
	<i>Total:</i>	<i>\$180,565</i>

- 9. Delegates authority to the Chief Executive Officer to distribute residual or unspent roll over funds;*
- 10. Notes that \$60,000 is budgeted for Bright Iconic Rod Run Central Business District Traffic and Safety Management to mitigate the risks to the public;*
- 11. Notes that the Great Victorian Bike Ride event was allocated \$10,000 prior to the event funding round;*
- 12. Allocates \$4,000 from the Dinner Plain budget for the Dinner Plain Outdoor Cinema; and*

13. Approves the allocation of \$50,565 to the Events 2024/25 budget, as a result of underspending their allocated funding in 2023/24.

Carried Unanimously

BACKGROUND

The Event Funding Program was open for submissions between Friday, 10 May to Sunday, 16 June 2024. A total of 45 applications were received, 42 of which were eligible for funding with a total request of \$217,242 in sponsorship.

Council adopted the Alpine Shire Events Strategy in November 2021, including the Events Permitting and Funding Framework. This framework came into effect on 1 July 2022. The Strategy identifies the needs and priorities of the community and provides a clear and realistic framework for Council.

Council's Event Officers carried out a preliminary assessment of each application against event eligibility criteria listed in the framework, including considerations of the anticipated social, environmental, and economic impact of the event.

Guided by the preliminary assessment, the applications were then reviewed by an assessment panel comprising:

- A representative of the Bright and District Chamber of Commerce
- A representative of the Myrtleford Chamber of Commerce and Industry
- Three Councillors
- Former Director Customer and Community
- Manager Customer Experience

The panel recommended that 42 applicants receive support through the Event Funding Program totalling \$180,565 in sponsorship. Three applicants were not recommended for funding. \$10,000 was allocated in 2023/24 to Great Victorian Bike Ride prior to the event funding round by CEO delegation. This brings the total recommendation for funding from the Event Funding Program to \$190,565.

ISSUES

The applications in the table below have not been recommended for funding through the Event Funding Program:

Table 2: Events not funded through the Events Funding Program

Event Name	Applicant	Amount Requested	Reason
Bright and Sunny Summer Carnival	Action events	\$5,000	Not funded due to extension of business.
Bright Festival of Photography	Bright Festival of Photography Australia	\$5,000	This event is profitable.

Event Name	Applicant	Amount Requested	Reason
FoE Fundraising Art Auction and Information Drop in	Friends of the Earth Melbourne	\$2,000	This event does not meet our guidelines as it is fundraising for a political cause.

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

Council's 2024/25 budget includes provision of \$200,000 to support the annual Event Funding Program. This includes \$140,000 for events in general and \$60,000 for the Bright Iconic Rod Run CBD Traffic and Safety Management.

The total of \$180,565 is recommended to support the delivery of events through the 2024/25 event funding program. An additional \$10,000 has been allocated for the Great Victorian Bike Ride.

This brings the total to \$250,565.

The proposed 2024/25 allocation exceeds the approved budget by \$50,565. Events underspent their 2023/24 allocation by \$50,565 and are seeking to have these unspent funds allocated to the 2024/25 Events program. The 2023/24 underspend has been confirmed by Council Finance staff, with the proviso that the annual accounts are yet to be approved by the auditors.

RISK MANAGEMENT

Risk	Likelihood	Impact	Mitigation Action / Control
Events unsupported by funding may not operate	Unlikely	Insignificant	<ul style="list-style-type: none"> • Fund local and community events

CONSULTATION

The Event Funding program was advertised in the local media, on Council's website and Facebook page, and details were emailed directly to all existing event organisers. Event organisers had the opportunity to engage with Council's Events Team for support and advice through the application period.

An assessment panel including three Councillors, one Director (former), one Manager, one Coordinator, three Council Officers and two representatives from the community assessed the applications, and provided the recommendations contained in the report.

Attempts were made to engage a community representative from the Kiewa Valley on the assessment panel, however, were unsuccessful.

CONCLUSION

Events are important to the Alpine Shire, providing an economic injection, cultural enrichment, and promoting community connection and well-being.

The recommendations put forward by the assessment panel supports events that align with the regional brand and Council's Events Strategy, encourage repeat visitation, contribute to the events calendar, have a positive impact for the community and may be sustainable over a long period of time.

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.

- A/Director Customer and Community
- Manager Customer Experience
- Event Operations Officer

Declarations of Conflict of Interest were made by assessment panel members. Panel members removed themselves from assessment of the relevant event funding applications and any panel discussions relevant to the applications.

Mayor John Forsyth declared a general conflict of interest in relation to Grow Myrtleford+ Twilight Carols.

Cr Ron Janas declared a general conflict of interest in relation to Grow Myrtleford+ Twilight Carols.

Cr Kelli Prime declared a general conflict of interest in relation to the Dederang Picnic Races.

ATTACHMENT(S)

Nil

9.3.2 2024/25 Community Grants Program

INTRODUCTION

This report relates to the allocation of funding through Council's 2024/25 Community Grants Program, and the Kiewa Valley Flood and Landslip Grants Program.

Cr John Forsyth declared a conflict of interest and left Council Chambers at 6:47pm.

Cr Janas

Cr Hughes

That Council:

- 1. endorses the recommendation of Community Grant Assessment Panel to allocate funding as follows*

<i>Applicant</i>	<i>Project Title</i>	<i>Total cost of Project</i>	<i>Grant Request</i>	<i>Grant Recommended</i>
<i>Myrtleford Golf Club Inc.</i>	<i>Enhancement of Club Rooms</i>	<i>\$6,787</i>	<i>\$3,787</i>	<i>\$3,787</i>

Carried

Cr John Forsyth re-entered Council Chambers at 6:48pm.

Cr Kelley

Cr Prime

- 2. endorses the recommendation of Community Grant Assessment Panel to allocate funding as follows:*

<i>Applicant</i>	<i>Project Title</i>	<i>Total cost of Project</i>	<i>Grant Request</i>	<i>Grant Recommended</i>
<i>Alpine Multi Skill Group</i>	<i>Upskill Community Workshops</i>	<i>\$6,000</i>	<i>\$4,500</i>	<i>\$4,500</i>
<i>Bright Croquet Club Inc.</i>	<i>Celebrating 120 years of croquet in Bright</i>	<i>\$2,730</i>	<i>\$2,030</i>	<i>\$2,030</i>
<i>Bright District U3A Incorporated</i>	<i>Enabling The Game of Bridge in Bright</i>	<i>\$8,297</i>	<i>\$6,057</i>	<i>\$5,300</i>
<i>Bright Tennis Club INC</i>	<i>Pickleball Courts</i>	<i>\$25,553</i>	<i>\$19,164.75</i>	<i>\$9,600</i>
<i>Dederang Bowls Club Inc.</i>	<i>Upgraded lighting for bowls green.</i>	<i>\$9,080</i>	<i>\$7,260</i>	<i>\$7,260</i>

<i>Applicant</i>	<i>Project Title</i>	<i>Total cost of Project</i>	<i>Grant Request</i>	<i>Grant Recommended</i>
<i>Harrietville Hall Committee of Management</i>	<i>Oven and Rangehood</i>	<i>\$6,628</i>	<i>\$4,971</i>	<i>\$4,971</i>
<i>Gundowring Hall & Reserve Committee of Management</i>	<i>Outdoor Fire Pit & Trees</i>	<i>\$5,725</i>	<i>\$4,000</i>	<i>\$4,000</i>
<i>Ovens Valley Canine Club</i>	<i>Training equipment renewal</i>	<i>\$1,960</i>	<i>\$1,470</i>	<i>\$1,470</i>
<i>Ovens Valley United Cricket Club Incorporated</i>	<i>New Wicket and Carpet for Memorial Oval</i>	<i>\$20,592</i>	<i>\$8,957</i>	<i>\$8,957</i>
<i>Tawonga & District Community Association</i>	<i>Improvements in Tawonga Pioneer Memorial Park (realising the ABP Tawonga)</i>	<i>\$15,930</i>	<i>\$9,380</i>	<i>\$9,380</i>
		<i>\$109,282</i>	<i>\$71,576.75</i>	<i>\$61,255</i>

Carried Unanimously

Cr Sarah Nicholas declared a conflict of interest and left Council Chambers at 6:49pm.

Cr Prime

Cr Janas

3. endorses the recommendation of Community Grant Assessment Panel to allocate funding as follows:

<i>Applicant</i>	<i>Project Title</i>	<i>Total cost of Project</i>	<i>Grant Request</i>	<i>Grant Recommended</i>
<i>Bright Food Co-op Ltd</i>	<i>Project Refrigeration - Enabling Community Access to Fresh Local Produce</i>	<i>\$5,460</i>	<i>\$4,095</i>	<i>\$4,095</i>
<i>Sustainable Upper Ovens Inc.</i>	<i>Building Resilience in the Alpine Shire: A Community Resource Website</i>	<i>\$3,813</i>	<i>\$2,013</i>	<i>\$2,013</i>

<i>Applicant</i>	<i>Project Title</i>	<i>Total cost of Project</i>	<i>Grant Request</i>	<i>Grant Recommended</i>
		\$9,273	\$6,108	\$6,108

Carried

Crs Simon Kelley and Cr Tony Keeble declared a conflict of interest and left Council Chambers at 6:50pm.

Cr Janas

Cr Prime

4. endorses the recommendation of Community Grant Assessment Panel to allocate funding as follows:

<i>Applicant</i>	<i>Project Title</i>	<i>Total cost of Project</i>	<i>Grant Request</i>	<i>Grant Recommended</i>
<i>Bright P12 College</i>	<i>Bright P12 Greenhouse</i>	\$13,094	\$10,347	\$10,347

Carried

Cr Sarah Nicholas and Cr Tony Keeble re-entered Council Chambers at 6:54pm.

Cr Prime

Cr Nicholas

5. endorses the recommendation of Kiewa Valley Flood and Landslip Grant Assessment Panel to allocate funding as follows:

<i>Applicant</i>	<i>Project Title</i>	<i>Total Cost of Project</i>	<i>Grant Request</i>	<i>Grant Recommended</i>
<i>West Peak Pty Ltd trading as Mountain Monk Brewers</i>	<i>Oktoberfest & Dachshund Derby</i>	\$12,579.60	\$10,000	\$10,000
<i>Tawonga & District Community Association</i>	<i>Celebrating 180 Years of Tawonga and District</i>	\$18,920	\$9,900	\$9,900
<i>Mount Beauty United Cricket Club</i>	<i>Mount Beauty United Cricket Club Gala Day</i>	\$3,321	\$3,221	\$3,221

<i>Applicant</i>	<i>Project Title</i>	<i>Total Cost of Project</i>	<i>Grant Request</i>	<i>Grant Recommended</i>
<i>Mount Beauty Art Group Inc.</i>	<i>Hire Mt Beauty Community Centre & installation picture rail system</i>	<i>\$4,767</i>	<i>\$4,767</i>	<i>\$4,767</i>
<i>Alpine Valleys Dairy Inc.</i>	<i>Dare to Dairy Dinner, theme is "positively dairy"</i>	<i>\$20,800</i>	<i>\$4,310</i>	<i>\$4,310</i>
<i>Mount Beauty Neighbourhood Centre Inc.</i>	<i>Community Lunches</i>	<i>\$10,250</i>	<i>\$5,750</i>	<i>\$5,750</i>
<i>Mount Beauty Art Group Inc.</i>	<i>Art Workshop</i>	<i>\$3,761</i>	<i>\$2,711</i>	<i>\$2,711</i>
		<i>\$74,398.60</i>	<i>\$40,659</i>	<i>\$40,659</i>

Carried

Cr Kelly Prime declared a conflict of interest and left Council Chambers at 6:56pm.

Cr Janas

Cr Hughes

6. endorses the recommendation of Kiewa Valley Flood and Landslip Grant Assessment Panel to allocate funding as follows:

<i>Applicant</i>	<i>Project Title</i>	<i>Total Cost of Project</i>	<i>Grant Request</i>	<i>Grant Recommended</i>
<i>Dederang Picnic Race Club</i>	<i>Public Toilet Upgrades</i>	<i>\$16,729</i>	<i>\$10,000</i>	<i>\$10,000</i>
		<i>\$16,729</i>	<i>\$10,000</i>	<i>\$10,000</i>

Carried

Cr Kelli Prime and Cr Simon Kelley have re-entered Council Chambers at 6:57pm.

Cr Prime

Cr Nicholas

7. provides delegate to the Chief Executive Officer to distribute residual or unspent funds from the Kiewa Valley Flood and Landslip Grant Program; and

8. provides delegation to the Chief Executive Officer to distribute residual or unspent funds from the Community Grant Program;

9. Provides feedback and assistance to unsuccessful applicants in highlighting other potential funding opportunities that may be available for their projects.

Carried

BACKGROUND

Council's Community Grants Program is a long-established funding program assisting community groups and organisations to deliver community focussed projects, programs and initiatives in the Alpine Shire.

25 applications were received for the Community Grants Program, with a cumulative funding request of \$223,748.

The assessment panel has recommended that 14 applicants receive funding, with 11 applications to receive the full amount of funding requested and three to receive funding at a reduced level.

The Kiewa Valley Flood and Landslip Grant Program is a one-off program, delivered by Alpine Shire Council with support of the Australian and Victorian Governments to support the community to recover from the impacts of the 2022 floods and Bogong High Plains Road landslip.

12 applications were received for the Kiewa Valley Flood and Landslip grant program and two applications were transferred from the Community Grant program because they align with the priorities of the Kiewa Valley Flood and Landslip grant program with a cumulative funding request of \$105,466.50. The assessment panel recommended that eight applicants receive funding as requested.

Both grant programs were open for applications between 10 May and 16 June 2024.

Applications were assessed against the following criteria:

- the degree of benefit to the community;
- the degree to which projects can be maintained and are sustainable;
- the impact on environmental, economic, social, built, recreational and wellbeing criteria;
- the geographical spread of funding allocation across the Shire;

Kiewa Valley Flood and Landslip grants were assessed for opportunities for social connection and initiatives that prioritise community recovery capability-building.

Applications were also assessed for their alignment to Council Plan and Municipal Public Health and Wellbeing Plan.

ISSUES

11 applications have not been recommended for funding through the Community Grants Program:

Applicant	Project Title	Grant Request	
Bright Lights Winter Nights	Christmas decoration renewal	\$5,000	Council will investigate alternate opportunities for equitable distribution of funds to communities for Christmas decorations
Harrietville Boardriders Incorporated	Ramp roof/Shelter	\$20,562	Existing skate ramp is subject to planning approval. Applicant is encouraged to reapply next year.
Havilah Cemetery Trust	Havilah Cemetery Restoration Project	\$24,960	Applicant unable to deliver the project with lower level of funding. Recommend applicant to reapply next year.
Mount Beauty Neighbourhood Centre Inc and Mount Beauty and District Men's Shed	Out of the House and into the Garden to Talk	\$5,052	Community group received a grant for a similar project in the last round of funding.
Mount Beauty Art Group Inc	Art Workshop	\$2,711	Application moved to the Kiewa Valley Flood & Landslip Grant program
Mount Beauty Neighbourhood Centre	Community Lunches	\$5,750	Application moved to the Kiewa Valley Flood & Landslip Grant program
Mountain Safety Collective	Backcountry Skiing Safety Reporting Service	\$5,827.50	Majority of benefit outside of Alpine Shire.
Sustainable Upper Ovens Inc	Strengthening SUO's Governance and Sustainability	\$1, 275	Council will investigate opportunities to support governance education for all community groups in future.

Applicant	Project Title	Grant Request	
RH Counselling & Wellness	Empowering Alpine Shire: Enhancing Community Wellness, Recreation, and Creativity	\$8,150	Out of the scope of Community Grants
SEAOAK Consulting (auspiced by Upper Ovens Landcare Group)	Nature-based pilot program for alpine climate resilience	\$49,557.38	Out of the scope of Community Grants

Six applications have not been recommended for funding through the Kiewa Valley Flood and Landslip Grants Program:

Applicant	Project	Grant Request	
AgBiz Assist	Building Business Resilience Program	\$11,000	To be referred to ASC Economic Development Team, to ensure the most suitable/beneficial initiatives are delivered for local businesses.
Danielle June Forde	Elevating Community space for workshops and exhibition	\$9,806	Out of the scope of the Kiewa Valley Flood & Landslip Grant.
RH Counselling and Wellness	Community Mental Health & Service	\$10,000	Out of the scope of the Valley Flood & Landslip Grant.
SEAOAK Consulting - Ebony Greaves	Kiewa Valley - Business Resilience Workshop Series	\$9027.50	To be referred to ASC Economic Development Team, to ensure the most suitable/beneficial initiatives are delivered for local businesses.

Applicant	Project	Grant Request	
Sigrid E van Krieken-Condon	Journalling & Healing Affirmation Card Workshop	\$6,685	To be referred to ASC Recovery team to explore alternate ways to deliver this program to best support community.
Startup Shakeup	Business Digital Connections Program	\$11,000	To be referred to ASC Economic Development Team, to ensure the most suitable/beneficial initiatives are delivered for local businesses.

POLICY IMPLICATIONS

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

- 1.1 A community that is active, connected and supported
- 1.2 Services and resources that enhance health and wellbeing
- 1.3 A caring community

FINANCIAL AND RESOURCE IMPLICATIONS

The budget for 2024/25 Community Grants Program is \$80,000.

The recommended allocation of \$77,710 for Community Grants fits within the allocated budget.

The Kiewa Valley Flood and Landslip Grant Program is an initiative of the Kiewa Valley Community Recovery Committee funded through Disaster Recovery Funding Arrangements has a budget of \$80,000.

The recommended allocation of \$50,659 for Kiewa Valley Flood and Landslip Grant Program fits within the allocated budget.

RISK MANAGEMENT

Risk	Likelihood	Impact	Mitigation Action / Control
Funds are spent outside the parameters of the grant guidelines	Unlikely	Minor	<ul style="list-style-type: none"> Applicants must provide evidence of their progress before grant payments are made. Applicants will be required to repay any unused grant funds.

CONSULTATION

The Community Grants Program and Kiewa Valley Flood and Landslip Program were advertised through local media, on Council's website and Facebook page and emailed directly to community groups.

Applications were reviewed by an assessment panel comprising:

- Two members of the Kiewa Valley community;
- One member of the Myrtleford community;
- One member of the Bright community;
- One Councillor;
- Former Director Customer and Community; and
- Manager Community Development.

Applications for the Kiewa Valley Flood and Landslip Grant Program were reviewed by an assessment panel comprising:

- Three members of the Kiewa Valley community including one representative of the Kiewa Valley Community Recovery Committee
- One Councillor
- Manager Community Development

Applications for both grant programs were reviewed by various Council departments for alignment or conflict with existing strategies and planned work.

CONCLUSION

The recommendations proposed by the assessment panel support strategic objectives of the Council Plan 2021-25 incorporating Municipal Public Health and Wellbeing Plan, community participation, contribute to the building of healthy and strong communities and represent a diversity of projects from across the Shire.

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.

- A/Director Customer and Community
- Manager Community Development
- Community Development Coordinator

Declarations of Conflict of Interest were made by assessment panel members. Panel members removed themselves from assessment of the relevant event funding applications and any panel discussions relevant to the applications.

Mayor John Forsyth declared a general conflict of interest to the Myrtleford Golf Club application.

Cr Kelli Prime declared a general conflict of interest in relation to the Dederang Picnic Race Club.

ATTACHMENT(S)

Nil

Cr Janas
Cr Prime

At 6:59pm Cr Janas requested a three to five minute adjournment.
Cr Prime supported the adjournment.

Carried

The meeting resumed at 7:03pm

9.3.3 Community Engagement - Short Stay Rental Accommodation Local Law

INTRODUCTION

In December 2022, Council resolved to engage with the community on the development of a Short Stay Rental Accommodation Local Law. This report provides an overview of the feedback received from the community and mechanisms, existing and proposed, to regulate short stay rental accommodation properties.

Cr Prime

Cr Kelley

That Council:

- 1. Notes the feedback from the community engagement on the development of a Short Stay Residential Accommodation Local Law, held from October 2023 to January 2024; and*
- 2. Continues to utilise existing legislation and its Community Local Law 2019, including Part 3 Amenity, Public Health, and Safety, to address amenity concerns arising from short stay accommodation.*

Carried

BACKGROUND

In December 2022, Council resolved to engage with the community to develop a Short Stay Rental Accommodation (SSRA) Local Law. The decision to engage with the community on a potential SSRA Local Law was driven by one outcome of Council's Affordable Housing Analysis and Action Plan project, which found that

- housing affordability and availability has declined in the Alpine Shire over the past five years
- there is an imbalance between provision of homes to rent and short term accommodation in our townships
- there is an increase in the number of properties being turned from long-term into short-term accommodation.

At the time Council made the decision to engage the community, it was recognised that regulating SSRA was unlikely to influence or impact housing availability or affordability but may be able to address perceived neighbourhood amenity issues. It was suggested that the objectives of a SSRA Local Law might be to:

- ensure an appropriate standard of management of SSRA to preserve neighbourhood amenity
- minimise the risk of SSRA affecting the peace and quiet enjoyment of neighbours
- implement a registration and renewal system for SSRA and
- ensure waste generated at SSRA is appropriately managed.

Community engagement commenced in October 2023 and closed at the end of January 2024. The community had the options to provide feedback through:

- Engage Alpine online survey
- Community information sessions – drop in sessions and market pop-ups in Bright, Mount Beauty and Myrtleford

REPORT

Survey results

Two hundred and thirty two surveys were completed.

General property location and ownership

- 64% of respondents live in the Shire (59% own a property and 5.6% rent) with 34% of respondents owning a property in the Shire but living elsewhere and 1.29% of respondents were visitors to the Shire
- Of the 149 respondents that live in the Shire, they live in Bright (38%), Porepunkah (8.7%), Tawonga South (8.7%), Myrtleford (7.4%), Harrietville (7.4%), Mount Beauty (5.4%), and Wandiligong (5.4%) with the balance (19%) living throughout the Shire
- Of the 216 respondents who own a property in the Shire:
 - 21% own more than one property in the Shire
 - 53% have rented out their property for SSRA
- Not all respondents who own property in the Shire identified the location of their property but of those that did respond (119) their properties were located in Bright (48%), Dinner Plain (10%), Porepunkah (10%), Mount Beauty (9%) and Wandiligong (8.4%)
- Of the three (3) respondents who are visitors to the Shire two (2) stayed in SSRA and one (1) with family/friends

Short stay residential accommodation regulation matters

Matters that could potentially be regulated by a local law, generated polarised responses as follows:

Not Supportive (Scale of 1)	Very Supportive (Scale of 10)
Do you support the introduction of a SSRA local law?	
32%	42%
Should all SSRA be registered with Council?	
23%	43%
Should a designated contact person be appointed for all SSRA?	
20%	37%

Not Supportive (Scale of 1)	Very Supportive (Scale of 10)
Should Council be able to cancel SSRA registration after 3 substantiated complaints?	
29%	27%
Should adequate off-street parking for guests be provided at all SSRA?	
13%	31%
Should use of outdoor areas of SSRA be restricted between 10pm and 7am?	
22%	27%
Should additional accommodation e.g., tents be restricted at SSRA sites?	
18%	38%
Should SSRA operators inform occupants of waste disposal arrangements?	
9%	51%

When questioned about appropriate registrations fees for SSRA, 56% supported an annual fee paid for by SSRA owners and 44% supported all ratepayers sharing the cost.

These polarised responses could be attributed to those respondents who own and operate an SSRA and those that don't.

Community feedback themes

A number of high-level themes emerged from the community feedback. These themes capture the multifaceted perspectives and complex dynamics surrounding SSRA in the Shire reflecting diverse concerns, ranging from economic considerations to community well-being and consistent with the survey results, there was a divide between residents and SSRA providers.

Economic contribution, local business support and regional development

- Respondents strongly emphasised the economic significance of short-term rentals in the Shire – particularly in Bright.
- They highlighted how these rentals play a crucial role in supporting various local businesses, from hospitality to trades.
- The feedback underscored that a thriving tourism sector, enabled by short-term rentals, is essential for the town's overall prosperity.
- Many noted that any restrictions or additional charges imposed on these rentals could have a detrimental impact on the economic ecosystem of the area.
- Short-term rentals were identified as having a key role in driving tourism and supporting regional development.
- Respondents pointed out that short-term rentals contribute significantly to the local economy through visitor spending, job creation, and support for related industries such as property management and maintenance.

- There were concerns that excessive regulations or deterrents could impact tourism visitor numbers and the overall appeal of the Shire as a destination, affecting not just property owners but the broader community reliant on tourism-related income.

Housing affordability and availability

- The feedback shed light on the pressing issue of housing affordability and availability, particularly for year-round locals and staff members.
- Respondents expressed concerns about rising property values and rents, which they partly attributed to the presence of short-term rentals. They pointed out that this situation makes it challenging for residents to find affordable housing, leading to a potential exodus of community members.
- The impact on staff retention in key sectors like hospitality was also highlighted.

Community impact and quality of life

- Respondents raised concerns about the community impact and quality of life due to short-term rentals.
- Residents shared experiences of noise disturbances, lack of predictability due to frequent turnover of renters, and a sense of intrusion into the neighbourhood's character.
- The feedback highlighted the need to address issues such as property damage, disturbance of peace, and ensuring a harmonious coexistence between short-term renters and permanent residents.

Regulation and responsibility

- The feedback emphasised the importance of fair and consistent regulation across all types of rental properties.
- Respondents called for greater accountability and monitoring, not only for short-term rentals but also for long-term ones.
- There was a clear desire for a level playing field where all property owners, regardless of rental duration, adhere to similar standards and responsibilities.
- The need for proactive measures to address antisocial behaviour, regardless of residency status, was also highlighted

Regulation and management of short stay accommodation

The engagement process also sought feedback from the community on the types of matters that a SSRA local law could address. These matters included:

- Noise restrictions - to address late night disturbances
- Occupancy limits - set maximum occupancy limits to prevent overcrowding
- Waste management - proper disposal and capacity of recycling and rubbish
- Complaint handling mechanism – establish a 24/7 contact for complaints
- Pet regulations - no unattended pets
- Registration and compliance - register properties and seek compliance with BCA.

There is a range of existing controls and legislation that are relevant to the regulation of amenity impacts of SSRA including:

- *Environmental Protection Act 2017* and Regulations 2021 (EPA 2017) Noise Provisions
- *Public Health & Wellbeing Act 2008*
- planning permits issued under the *Planning & Environment Act 1987*
- building permits issued under the *Building Regulations 2018*.
- Council's existing Community Local Law 2019 specifically Part 3 Amenity, Public Health, and Safety.

State Government short stay accommodation levy

The Victorian Government announced in September 2023 as part of its Housing Statement:

- it will charge a 7.5% levy on revenue collected by short stay accommodation providers
- remove local council charges on short stay accommodation when the levy takes effect from 1 January 2025.

To charge the levy and understand what local council charges will be impacted, the Victorian Government will need to pass legislation and as at the date of this report no bill has been introduced to Parliament.

It is worth noting that revenue raised from levy will go to Homes Victoria to fund construction of social and affordable housing with 25% of funds to be invested in regional Victoria.

It is also unclear whether the Victorian Government is considering any further levies or regulation of SSRA.

POLICY IMPLICATIONS

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

In the event that it is determined to introduce a new SSRA local law or amend the existing Community Local Law 2019 to regulate SSRA, there will be financial and resource implications. Appropriate allocation will be required in future budgets to facilitate drafting of local law provisions and undertaking community engagement requirements. Regulation of SSRA and investigation of complaints and enforcement of SSRA breaches will also impact local law resources.

RISK MANAGEMENT

Risk	Likelihood	Impact	Mitigation Action / Control
Council fails to provide feedback to participants and stakeholders regarding the outcome of the engagement in contravention of its Community Engagement Policy	Unlikely	Insignificant	<ul style="list-style-type: none"> • Include feedback loop in project engagement plans • Utilise appropriate platform/s to provide feedback

CONSULTATION

The community engagement process provided options for feedback and the survey results and key feedback themes identified by the community are summarised in the body of this report.

Any future proposal to introduce SSRA regulation through local laws will have regard to the community feedback received to date and further community engagement will be required to be undertaken during the formal exhibition associated with the local law process.

CONCLUSION

This report provides an overview of the community feedback on SSRA matters. Given the Victorian Government's intention to implement a Short Stay Levy and restrict Council's ability to apply charges combined with existing mechanisms to respond to potential issues with SSRA properties this report does not make any further recommendations on the introduction of a SSRA local law.

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.

- A/Director Customer and Community
- Manager Statutory Planning, Compliance and Local Laws

ATTACHMENT(S)

Nil

9.3.4 Councillor Expenses Policy

INTRODUCTION

Council is required to maintain an expenses policy for reimbursement of out-of-pocket expenses for Councillors and members of delegated committees in accordance with section 41 of the *Local Government Act 2020* (LGA 2020).

Council endorsed a revised draft of the Councillor Expenses Policy in May 2024, and this report presents a final version for adoption.

Cr Janas

Cr Nicholas

That Council:

- 1. Notes that no public submissions were received on the Councillor Expenses and Support Policy No. 076 (version 6);*
- 2. Adopts the Councillor Expenses and Support Policy No. 076 (version 6);*
- 3. Revokes the Councillor Expenses Policy (version 5); and*
- 4. Signs and seals the Councillor Expenses and Support Policy No. 076 (version 6) at the appropriate stage of this meeting.*

Carried

BACKGROUND

The *Local Government Act 2020* requires each Council to maintain an expenses policy in relation to the reimbursement of out-of-pocket expenses for Councillors and members of delegated committees. The policy must specify procedures to be followed in applying for reimbursement and in reimbursing expenses. The policy must also provide for the reimbursement of childcare where reasonably required for a Councillor or a delegated committee to perform their role, and have particular regard to expenses incurred by a councillor who is a carer within the meaning of section 4 of the *Carers Recognition Act 2012*.

Reimbursements must be provided where expenses are bona fide, have reasonably been incurred in the performance of the relevant role, and are reasonably necessary in the performance of that role. In addition, resources and facilities must be made available to the Mayor, Deputy Mayor, and the Councillors that are reasonably necessary for them to effectively perform their role.

Version 5 of the policy was adopted by Council in August 2020. While the *Local Government Act 2020* does not require or tie a review of the policy to the Council general elections, the policy was due for review as it had been in place for four years.

A draft of Version 6 of the policy was presented to Council in May 2024, seeking public submissions on the proposed changes.

ISSUES

Benchmarking of other Council policies

Version 6 of the Councillor Expenses and Support Policy was drafted to specifically include 'support' sections common among other Council policies, which made it clearer to Councillors, the organisation, and the community the entitlements and support that are available.

Inclusions in the Councillor Expenses and Support Policy

Version 6 of the Councillor Expenses and Support Policy included the following additions compared to the previous version:

- Allowances
- Resources and facilities
- Administrative support
- Transport
- Insurance, Legal Advice, and WorkCover

Local Government Amendment (Governance and Integrity) Bill 2024

The Local Government Amendment (Governance and Integrity) Act 2024 received Royal Assent on 25 June 2024. The policy was drafted to ensure that any additional requirements imposed by the Bill were appropriately dealt with.

POLICY IMPLICATIONS

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

Council allocates resources in its annual budget for Councillor expenses, resources and allowances. As the majority of the new inclusions in the Councillor Expenses and Support Policy were already being provided to Councillors, the financial impact of these changes is not expected to have a material impact on Council's Budget. Adjustments to the annual allowances set by the Victorian Independent Remuneration Tribunal are catered for in each Budget.

RISK MANAGEMENT

Risk	Likelihood	Impact	Mitigation Action / Control
Council has an out of date policy in comparison to its peers across the Hume Region and Councillors feel they are unsupported in their role	Possible	Moderate	<ul style="list-style-type: none"> Update the Councillor Expenses and Support Policy to document the entitlements already being provided to Councillors, and bring the current policy into line with others across the Hume Region.

CONSULTATION

The Councillor Expenses and Support Policy was placed on public exhibition for a period of 28 days to seek submissions from the public regarding the proposed changes. The document was made available on Council’s Engage platform engage.alpineshire.vic.gov.au, and advertised in the Alpine Observer / Myrtleford Times, and on Council’s social media platforms.

No public submissions were received.

Council must review the existing Councillor Expenses policy no later than August 2024. Adoption at the July Ordinary Council Meeting will ensure that a review has been completed ahead of the upcoming election period, which will commence on 17 September 2024.

CONCLUSION

Development of a Councillor Expenses Policy is a requirement of the *Local Government Act 2020*. Version 6 of the Councillor Expenses and Support Policy was prepared based on a benchmarking process across the Hume Region, and includes the support that is currently being provided to Councillors but had not previously been documented. The policy was released for a period of public exhibition, during which no submissions were received. It is now appropriate to adopt version 6 of the Councillor Expenses and Support Policy.

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.

- A/Director Customer and Community
- Manager Corporate
- Governance Officer

ATTACHMENT(S)

9.3.4 Councillor Expenses and Support Policy No 076, Version 6

9.3.5 Governance Rules and Election Period Policy

INTRODUCTION

This report presents Council's Governance Rules and Election Period Policy (version 3) to Council for adoption, following a period of public exhibition.

Cr Kelly moved to amend the recommendation and to incorporate an additional resolution in respect to participation by electronic means as detailed in resolution 6.a. below. Cr Nicholas supported the additional recommendation.

Cr Kelley

Cr Nicholas

That Council:

- 1. Notes that no public submissions were received on the Governance Rules and Election Period Policy (version 3).*
- 2. Notes that minor changes have been made to the Governance Rules and Election Period Policy (version 3) to clarify attendance via electronic means, joint Council meetings, and other changes to make alignment with the Local Government Act 2020.*
- 3. Adopts the Governance Rules and Election Period Policy (version 3).*
- 4. Revokes the Governance Rules and Election Period Policy (version 2).*
- 5. Signs and seals the Governance Rules and Election Period Policy (version 3) at the appropriate stage of this meeting.*
- 6. That the wording of Chapter 3 be amended to reflect the intent of the wording below:*
 - a. 'Chapter 3, Rule G2: Means of attendance – a new sub-Rule has been added to state that Councillors may not attend more than one (1) consecutive meetings by electronic means unless approval to do so is provided through a resolution of Council.'*

Carried

BACKGROUND

Council originally adopted its Governance Rules in August 2020 following the introduction of the *Local Government Act 2020* (LGA 2020), and updated them in September 2022 (version 2) following amendments to the same Act.

The Governance Rules set out the requirements for not only the conduct of Council meetings, but many other processes including the Election of Mayor and Deputy Mayor, declarations of Conflict of Interest, and an Election Period Policy.

A draft of version 3 of the Governance Rules and Election Period Policy was presented to Council in May 2024, for the purpose of seeking public submissions.

ISSUES

Items identified by Councillors after draft document was released for consultation:

Following the release of the draft Governance Rules and Election Period policy at the May Ordinary Council meeting, Councillors and the Executive have asked for two sections to be clarified in the Governance Rules section of the document. These are:

- Chapter 3, Rule G2: Means of attendance – a new sub-Rule has been added to state that Councillors may not attend more than three (3) consecutive meetings by electronic means unless approval to do so is provided through a resolution of Council.
- Chapter 4, Joint Council meetings – previously the Governance Rules stated that all Councillors must be invited to participate in Joint Council meetings. This has been clarified to a minimum of three (3) Councillors comprising the Mayor or Deputy Mayor plus two other Councillors, who are nominated via Council resolution.
- Chapter 9, Election Period Policy, Part B Scope: clarification of the scope of the policy to align with the Local Government Act 2020, where eligibility to stand as a candidate applies to Alpine Shire Council elections only.

Items that were contained in the draft document released for consultation:

Operation Sandon

The Operation Sandon special report was released by the Independent Broad-based Anti-corruption Commission (IBAC) in July 2023. In the report, there were eighteen recommendations related to Council governance, including several specifically about Council meeting procedures.

Changes to Council's Governance Rules which relate to Operation Sandon recommendations are:

- Chapter 3, F2 - Prevention of voting en bloc
- Chapter 3, G6 - Minutes

Other amendments

Some additional amendments were included to assist Councillors and Officers in the interpretation of the Governance Rules:

- Chapter 3, C2 - Special Council Meetings
- Chapter 3, G5 - Public Question Time
- Chapter 3, G6 - Minutes
- Chapter 8, A1 - Informal meetings of Councillors

There were also minor typographical amendments throughout the document, which improved readability but did not affect the context.

Council general elections

The next Council general election will be held in October 2024. It is noted that the *Local Government Amendment (Governance and Integrity) Act 2024* and *Local Government (Electoral) Amendment Regulations 2024* both received Royal Assent on 25 June 2024, which has implemented some changes to electoral timelines, including bringing the commencement of the Election (Caretaker) Period forward by seven days to 17 September 2024.

The amendments mean that Council will now have two scheduled Ordinary Council Meetings within the Election Period, whereas under the previous Act and policy, this was likely to only affect one meeting. Slight changes in wording throughout the policy were identified to allow for this proposed change.

POLICY IMPLICATIONS

Once version 3 of the Governance Rules and Election Period Policy is adopted, they will provide improved clarity for the conduct of Council meetings, and the Election Period.

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

Version 3 of the Governance Rules and Election Period Policy does not impose an additional cost to Council.

RISK MANAGEMENT

Risk	Likelihood	Impact	Mitigation Action / Control
Ineffective governance rules result in poor decision making	Unlikely	Moderate	<ul style="list-style-type: none"> • Adopt robust and accessible governance rules (including election policy) • Proposed amendments have been presented to Councillors, and the community will have an ability to provide submissions.

CONSULTATION

Section 60(4) of the LGA 2020 requires that Council must ensure that a process of community engagement is followed in developing or amending the Governance Rules.

Council sought public comment on Version 3 of the Governance Rules and Election Period Policy for a period of 28 days. The document was made available on Council's Engage platform engage.alpineshire.vic.gov.au, and advertised in the Alpine Observer / Myrtleford Times, and on Council's social media platforms.

No public submissions were received.

It is noted that in the year of a Council general election, that the Election (Caretaker) Period will commence on 17 September 2024. Adoption of the Governance Rules and Election Period Policy at this Council meeting will ensure that they adopted prior to the election period commencing.

CONCLUSION

Ensuring that Council's Governance Rules and Election Period Policy reflect the *Local Government Act 2020* as amended is important, particularly leading into the Council general elections in October 2024. Following a period of public exhibition, during which no public submissions were received, it is now appropriate to adopt the Governance Rules and Election Period Policy (version 3).

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.

- A/Director Customer and Community
- Manager Corporate
- Governance Officer

ATTACHMENT(S)

9.3.5 Alpine Shire Council Governance Rules and Election Period Policy (version 3).

9.3.6 Public Transparency Policy

INTRODUCTION

Council's Public Transparency Policy was first developed in August 2020, as required by the *Local Government Act 2020*. This report presents an updated policy for adoption, following a period of public exhibition.

Cr Kelley
Cr Prime

That Council:

- 1. Notes that there were no public submissions received regarding the Public Transparency Policy No. 116 (version 2).*
- 2. Adopts the Public Transparency Policy No. 116 (version 2).*
- 3. Revokes the Public Transparency Policy (version 1).*
- 4. Signs and seals the Public Transparency Policy No. 116 (version 2) at the appropriate stage of this meeting.*

Carried

BACKGROUND

With the introduction of the Local Government Act 2020 (LGA 2020), Councils were required to develop their own Public Transparency policies. These policies were required to give effect to the Public Transparency principles described by section 58 of the LGA 2020, and describe the ways in which Council information was to be made publicly available.

Council's Public Transparency policy was first adopted in August 2020. The policy recognises Council's commitment to sound democratic governance and recognises the importance of providing transparency as a foundation for community confidence, community engagement and accountability.

A draft of the Public Transparency Policy (version 2) was presented to Council in May 2024, seeking public submission on the proposed draft.

ISSUES

Review of the Public Transparency Policy

Council's original Public Transparency policy was developed with reference to a Local Government Victoria (LGV) template. A desktop review of the original policy was undertaken, the following sections being amended in Version 2:

- Page 8: Section 3.3 Application to access information
- Page 9: Section 3.4.1 Decisions at Council meetings
- Page 9: Section 3.5.1 and 3.5.2 Disputes
- Page 11: Section 7 Gender Impact Assessment
- Page 11: Section 8 Supporting Documents

POLICY IMPLICATIONS

The draft Public Transparency Policy (version 2) was developed in accordance with the Public Transparency principles of the LGA 2020 and was also developed with reference to the *Freedom of Information Act 1982 [Vic]*, the *Privacy and Data Protection Act 2014 [Vic]*, and the *Public Records Act 1973 [Vic]*.

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

Staff time is required to ensure that the information specified in the Public Transparency policy is made available via the website, at Council Offices or in other formats as appropriate to the information type.

Council maintains skills across select authorised staff to ensure requests are handled in accordance with the *Freedom of Information Act 1982 [Vic]* and other related Acts. From time-to-time Council may seek legal advice to ensure the appropriate treatment of potentially confidential information.

RISK MANAGEMENT

Risk	Likelihood	Impact	Mitigation Action / Control
Documents are released into the public domain without properly considering the policy for privacy and confidentiality provisions	Possible	Moderate	<ul style="list-style-type: none"> • Council officers are encouraged to seek advice from the Corporate team prior to releasing any documents to the public.

CONSULTATION

In accordance with the Public Transparency principles, Council undertook a process of community engagement following release of the draft Public Transparency policy (version 2).

The document was made available on Council's Engage platform engage.alpineshire.vic.gov.au, and advertised in the Alpine Observer / Myrtleford Times, and on Council's social media platforms.

No public submissions were received.

Adoption of the policy at this meeting ensures that the policy is adopted prior to the commencement of the Election Period on 17 September 2024.

CONCLUSION

The Public Transparency policy is a requirement of the *Local Government Act 2020*, and maintenance of it is required by Council's policy review cycle. The policy recognises the importance of transparency as a foundation for community engagement and accountability. It clarifies the information that will be provided to the community and the application of transparency principles across Council's decision-making practices.

Following a period of public exhibition, with no submissions received, it is now appropriate to adopt the Public Transparency Policy (version 2).

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.

- A/Director Customer and Community
- Manager Corporate
- Governance Officer

ATTACHMENT(S)

9.3.6 Public Transparency Policy No. 116 (version 2)

9.3.7 Dealing with Difficult Customers Policy

INTRODUCTION

This report provides for the adoption of Council's Dealing with Difficult Customers Policy, following its release for public submissions during June 2024.

Cr Nicholas

Cr Janas

That Council:

- 1. Notes that following release of the draft Dealing with Difficult Customers Policy for the purpose of seeking public submissions, the following were received:*
 - a. Two external submissions;*
 - b. One internal submission.*
- 2. Notes the following amendments made to the draft Dealing with Difficult Customers Policy:*
 - a. Grammatical and formatting corrections;*
 - b. Addition of further information to 3.2 Dealing with Complex Behaviour;*
 - c. Addition of further information to 3.4 Response; and*
 - d. Addition of further information under 3.5 Managing Unreasonable Behaviour to address unreasonable customer behaviour on Council and community digital platforms.*
- 3. Adopts the Dealing with Difficult Customers Policy No 131 (version 1); and*
- 4. Signs and seals the Dealing with Difficult Customers Policy at the appropriate stage of this meeting.*

Carried

BACKGROUND

The Alpine Shire Council Dealing with Difficult Customers Policy is a new policy that aims to assist Council employees, volunteers, contractors and Councillors with the management of customers who exhibit behaviour that they find challenging.

The Policy addresses customers who respond to Council in a manner which can be considered threatening, intimidating or extreme and which can have occupational health and safety risks.

It intends to maintain a balance between the needs and rights of customers, the organisation and the public, while ensuring the safety and wellbeing of staff members, volunteers, contractors and Councillors.

The draft Policy placed on public exhibition at the May 2024 Ordinary Council Meeting.

After a five-week period of public exhibition feedback was collated and used to inform the final draft Policy for adoption by Council.

ISSUES

An increase in unreasonable customer behaviour prompted the development of the Dealing with Difficult Customers Policy to support Council staff, volunteers, contractors and Councillors to manage complex customer behaviour.

The Policy is based on the Victorian Ombudsman’s ‘Good Practice Guide: Managing Complex Complainant Behaviour’.

‘Complex behaviour’ is any behaviour that officers find challenging. Officers can deal with most types of behaviour using prevention and responding strategies.

Behaviour becomes ‘unreasonable’ when, because of its nature or frequency, it raises health, safety, resource or equity issues for employees, volunteers, contractors or Councillors and other people who use Council services.

POLICY IMPLICATIONS

A Gender Impact Assessment was completed during the policy drafting process to assess the Dealing with Difficult Customers Policy through a gender and intersectional lens.

Gender Impact Assessments are a requirement under the *Gender Equality Act 2020* and are an important way for Council to ensure all people have equal access to opportunities and resources.

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 costs of staff training and support to roll out the Policy and accompanying Procedure have been included in the 2024/25 Budget.

RISK MANAGEMENT

Risk	Likelihood	Impact	Mitigation Action / Control
The Dealing with Difficult Customers Policy does not meet the needs of staff, volunteers, contractors, Councillors or the community when put into practice.	Possible	Minor	<ul style="list-style-type: none"> • Ensure practical application of the Policy is supported by a procedure and staff toolkit. Ensure that staff are adequately trained to identify complex customer behaviour and implement the policy when required.

CONSULTATION

The draft Dealing with Difficult Customers Policy was available for public comment for a period of five weeks, from Friday, 31 May to Friday, 5 July online via Council's Engage Alpine platform.

Hard copies were also available for community members to view at Bright, Myrtleford and Mount Beauty libraries.

A total of two external submission and one internal submission were received.

These submissions were assessed by Council staff. They informed three changes, including the addition of further information under 3.2 Dealing with Complex Behaviour, 3.4 Response and 3.5 Managing Unreasonable Behaviour.

CONCLUSION

Abusive, threatening, or unreasonable customer behaviour is never acceptable. The development of a Dealing with Difficult Customers Policy allows Council staff, volunteers, contractors, and Councillors to manage complex customer behaviour in a way that supports their mental and physical health and wellbeing.

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.

- A/Director Customer and Community
- Manager Customer Experience

ATTACHMENT(S)

9.3.7 Alpine Shire Council Dealing with Difficult Customers Policy No. 131

9.3.8 Alpine Shire Council Internal Audit Proposal

INTRODUCTION

The Alpine Shire Council has operated an Internal Audit Program based on seeking quotes from the market per internal audit. This report recommends a different approach to Council's Internal Audit Program.

Cr Janas

Cr Kelley

That Council engage an external entity to undertake the Council's Internal Audit Program.

Carried

BACKGROUND

Prior to 2016, Council engaged an independent internal auditor through a formal tender process on a three-year contract with an option to extend.

In April 2016, Council endorsed a different approach, that required council officers to source quotes on an audit by audit basis and the council provided budget for two audits per financial year.

For the period 2016/17 to 2018/19 council approved the engagement of an external body to develop the internal audit program with input from the Audit and Risk Committee. (Ordinary Council Meeting documents 5 April 2016).

ISSUES

Over the past few years, and with the level of staff turnover, pressure has been placed on our risk and governance team over this period. With increasing demands on the team, coupled with the temporary deployment of a key resource out of this team, Council internal audit program has not achieved the outcomes identified in 2016 when the internal audit process was changed.

Council conducts quarterly purchasing audits and, outcomes are reports to the Audit and Risk Committee.

Why does Alpine Shire Council require an Internal Audit Program?

An internal audit function can contribute to corporate governance by providing councillors, officers and the audit committee with independent reviews of, and suggestions for, improving the design and operation of the organisations service areas.

Internal audit forms an important element in the control environment of organisations and can contribute to more effective risk management, supporting council in discharging its responsibilities under the *Local Government Act 2020*.

This report details the current process, current limitations and several alternatives to support the recommendation to Council. Audit and Risk Committee have also received

the same information and are comfortable with the proposed recommendation to Council.

1. Maintaining Status Quo

The current process of council officers testing the market per internal audit. This requires the development of an Internal Audit Program, with time frames and council officers undertaking market testing and assessment to award individual audits to submitters. The benefit of this approach is that council is only paying per audit when it is required.

The disadvantage of this approach is that council officers are required to make time to test the market and assess every time an audit is proposed – this could lead to audits being delayed or not occurring as set out in the Internal Audit Program.

2. Undertake the Internal Audits internally.

This requires the development of an Internal Audit Program along with time frames and the allocation of internal resources to undertake the audit, develop the audit report with associated recommendations. The benefit of this proposal is that the audit is undertaken by resources already funded by Council and the knowledge gathered throughout the audit remains internal to the council.

The disadvantages are that Council does not have within its establishment, the resources to undertake this work and to add audits into the existing workload will be detrimental to performance. Additionally, the use of internal existing resources could be construed as not being truly independent.

3. Engage an external entity to undertake the Internal Audit Program

This proposal seeks to test the market to engage an external provider to undertake the Council's Internal Audit Program. The proposal would identify the parameters of the internal audit program annually, such as four internal audits (including the annual Audit and Risk Committee report) and that all reports would be presented to the Audit and Risk Committee by the contractor.

The benefit of this proposal is that the contractor is external to council and would undertake audits with a fresh set of eyes, that the contractor would be contractually bound to deliver a set number of audits per year for their fee, the contractor would be required to have local government experience thereby bringing that knowledge to any audit and ad-hoc audits could be included when required.

The disadvantages are that to engage with a contractor would require an increase in funding to the internal audit program and that recommendations from the internal audits would need to be implemented thereby putting pressure on existing resources.

4. Fully outsource Alpine Shire Council's Internal Audit Program

The proposal aims to engage an external entity to fully operate the Council's Internal Audit Program from development of the Internal Audit Program, to undertaking the audits and implementing the recommendations. The benefits of this proposal are that the program is fully independent from council and would provide clear recommendations on risks and processes of council.

The disadvantages are that council has no control over the program and its recommendations. As previously described council has limited resources and with no ability to input into timing of the audit reports and the implementation of recommendations it could create resource and workload pressures on the resource pool. The cost of fully outsourcing may also be inhibitive. In the current discussion this option is not supported however further work in the future may see this as a viable option.

Development of the Internal Audit Program

The key to the development of an Internal Audit program is to focus on the key risks to the organisation internally and externally. The Internal Audit program would be developed with input from the Audit and Risk Committee, External Auditors (i.e., Victorian Auditor General's Office), Council Officer's and the successful contractor.

The Internal Audit program would require endorsement by the Audit and Risk Committee.

POLICY IMPLICATIONS

The recommendation is in accordance with the following Strategic Objective of the Council Plan 2021-25:

- 5.2 A responsible, transparent and responsive organisation

FINANCIAL AND RESOURCE IMPLICATIONS

The cost to council to operate an appropriate Internal Audit program is expected to cost more than the \$20,000 currently in the budget, however the final cost will not be known until market responses are received in line with the tendering process.

The oversight and management of an internal audit program will create an uplift in work output required from across council in the area's impacted by the internal audit report.

The subsequent implementation of any recommendations may also have an impact on council's resources.

RISK MANAGEMENT

Detail the key risks of the matter being addressed by the report and mitigation action / control:

Risk	Likelihood	Impact	Mitigation Action / Control
Failure to identify gaps in processes that lead to improper practices / activities	Possible	Major	<ul style="list-style-type: none"> • Undertake Internal Audit program • Implementation audit recommendations • Follow up adherence to recommendations that are implemented.

CONSULTATION

An Internal Audit proposal was presented to the May 2024 Audit and Risk Committee, with the Committee supporting option:

3: Engage an external entity to undertake the Internal; Audit Program.

CONCLUSION

Council endorse an alternative approach to the Internal Audit Program and engage an external entity to undertake the Internal; Audit Program.

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, Customer and Community
- Manager Corporate

ATTACHMENT(S)

Nil

9.3.9 Fraud and Corruption Control Policy

INTRODUCTION

The Fraud and Corruption Control Policy is an internally focussed document of Council setting out Councils commitment on prevention, mitigation, deterrence, detection, and investigation of all forms of fraudulent and corrupt activity. The purpose of this report is to recommend adoption of the Fraud and Corruption Control Policy.

Cr Janas

Cr Kelley

That Council:

- 1. Notes the minor changes made to the Fraud and Corruption Control Policy No 91 as part of the review;*
- 2. Revokes Alpine Shire Council Fraud and Corruption Control Policy (version 3.0);*
- 3. Adopts Alpine Shire Council Fraud and Corruption Policy No. 91 (version 4); and*
- 4. Signs and seals Alpine Shire Council Fraud and Corruption Policy No. 91 (version 4) at the appropriate stage of this meeting.*

Carried

BACKGROUND

Council has a number of policies which require regular review. The Fraud and Corruption Control Policy was reviewed in late 2023 with reference to similar policies in other Local Government Area's. The result of that policy review led to very minor changes to the substance of the policy.

ISSUES

The review identified some minor updates to the Policy and the intent of the policy and commitment of Council remains the same.

Purpose and Commitment

The purpose statement has been broadened to include activity that could be fraudulent and corrupt. This is further strengthened by amending 'no' tolerance to 'zero' tolerance.

Disclosure and Allegations

Additional detail was included to reflect an organisational restructure in January 2023 and to set out that Personal Interest Disclosures relating to Councillors are not direct to Council but to the Victorian Ombudsmen or Independent Broad-based Anti-Corruption Commission (IBAC).

Gender Impact Assessment

It was determined that this policy did not require the completion of a Gender Impact Assessment.

POLICY IMPLICATIONS

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

There are no additional financial or resources implications associated with updating and implementing the Fraud and Corruption Control policy.

RISK MANAGEMENT

Detail the key risks of the matter being addressed by the report and mitigation action / control.

Risk	Likelihood	Impact	Mitigation Action / Control
Policy fails to adequately control fraudulent and corrupt activity.	Rare	Major	<ul style="list-style-type: none"> • Fraud and Corruption forms part of all new staff members induction. • Maintain a current policy that is benchmarked against other Local Government Authorities.

CONSULTATION

An updated version was distributed amongst internal stakeholders for comment and feedback in early 2024.

In May 2024, the draft policy was provided to the Alpine Shire Council Audit and Risk Committee. No comments that led to changes in the drafting were received.

When considering whether to consult the community about the minimal changes proposed to the policy, Council's Community Engagement Policy was considered. In this instance, as the minimal changes proposed do not alter the intent of the policy, consultation with the community about these changes is not being proposed for this review. This is in accordance with part 3.2.4 of Council's Community Engagement Policy, where Council will not engage where feedback received through community engagement is unable to impact decision making.

CONCLUSION

The Fraud and Corruption Control Policy sets out Council's commitment on prevention, mitigation, deterrence, detection, and investigation of all forms of fraudulent and corrupt activity. It is recommended that the Fraud and Corruption Control Policy be adopted 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.

- A/Director Customer and Community
- Manager Corporate
-

ATTACHMENT(S)

9.3.9 Fraud and Corruption Control Policy (version 4.0)

9.3.10 2024/25 Insurance Portfolio

File Number: Insurance

INTRODUCTION

This report outlines Council's insurance portfolio managed by JLT Risk Solutions Pty Ltd (JLT), Municipal Association of Victoria Insurance (MAV) and DXC Integrated Services (Workcover) for the financial year 2024/25.

Cr Nicholas

Cr Prime

That Council:

- 1. Note the membership contribution to the Municipal Asset Protection Plan Discretionary Trust Arrangement (JMAPP) be paid to the scheme's broker JLT Risk Solutions Pty Ltd (JLT) to the total value of \$265,496.12 (including statutory charges and administration fees).*
- 2. Note the balance of the 2024/25 JLT insurance portfolio, including Community Public and Products Liability; Councillors and Officers Liability; Motor Vehicle; Major Airport Owners and Operators Liability; Personal Accident; Corporate Travel; and brokerage service, be procured through JLT to the total value of \$142,504.08 (including statutory charges and administration fees).*
- 3. Note Municipal Association Victoria (MAV) provide two council insurance policies being professional indemnity and commercial crime with the total value of \$339,587.33 (including statutory charges and administration fees).*
- 4. Note Workcover Premiums for 2024/25 are \$248,147.04 and all amounts listed exclude the GST amount.*

Carried

BACKGROUND

Asset and property protection

The Municipal Asset Protection Plan Discretionary Trust Arrangement is a Victorian councils owned mutual, otherwise known as JMAPP. JMAPP is a fund for property damage claims combining conventional property damage/business interruption insurance with a discretionary trust element that enables the trustees to make discretionary payments that would not have been otherwise covered under traditional property and asset insurance policies. The Discretionary Trust Arrangement is authorised and classified by ASIC as a managed investment scheme and mutual risk product. It is neither authorised under, nor subject to, the *Insurance Act 1973 (Cth)* nor is it regulated by the Australian Prudential Regulation Authority ("APRA"). JLT are the service provider and insurance broker for the scheme.

Council's 2024/25 membership contribution to JMAPP is \$265,496.12 (including statutory charges and administration fees)

Other classes of insurance covered by JLT***Brokerage services for other insurances***

JLT has been Council's insurance broker since the inception of the Council and provide continuity. JLT, on behalf of Council, undertake market testing of all insurance policies other than: WorkCover; Professional Indemnity, and Public and Products Liability; and Commercial Crime.

Community Public and Products Liability

Provides liability cover for injury and property damage for uninsured hirers of Council facilities.

Councillors and Officers Liability

Provides cover for councillors and officers against claims from 'Wrongful Acts' committed in their official capacity including discrimination, sexual harassment, bullying and defamation allegations; breaches of various statutes; and mismanagement of assets/funds.

Motor Vehicle

Full comprehensive insurance for all road registered motor vehicles, plant and trailers owned, mortgaged under Hire Purchase Agreement, hired, or leased by Council.

Major Airport owners and Operators Liability

Provides liability cover for injury and property damage associated with the premises at, and operation of, Council's airfields at Mount Beauty and Porepunkah.

Personal Accident

Provides accident cover for the Mayor, councillors, employees, directors, and voluntary workers while engaged in business/work for Council.

The total of the insurance premiums for Council's other 2024/25 policies and brokerage fee are \$142,504.08 (including statutory charges and administration fees).

Insurance covered by MAV

MAV manages the following insurances on behalf of council:

Professional Indemnity and Public and Products Liability
Commercial Crime

Professional Indemnity and Public and Products Liability

Provides cover for claims made by clients for professional negligence or mistakes (professional indemnity), whereas public liability insurance covers claims made by members of the public for injury or damage.

The cost of this insurance has increased from \$288,712.07 to \$334,525.60, an increase of \$45,813.53 or 13.70%. This increase is being attributed to a rise in claims costs and frequencies, and rising reinsurance costs across the entire sector.

MAV have indicated that average contributions had increased by 15% and Alpine's increase is in line with this increase. MAV have increased excess payments from \$20,000 to \$30,000, with the aim to keep increases to a minimum.

Commercial Crime

Provides protection from financial losses related to business-related crime, including theft by employees, forgery, robbery, and electronic crime. The cost of this policy has increased from \$4,730.59 to \$5,061.73 and increase of 6.5%.
Workcover

The preliminary Workover premium for 2024/25 is estimated at \$248,147.04 (excluding GST). The Workcover premium for 2023/24 was \$291,002.64 (excluding GST). This is a decrease of \$42,855.6 or 17.27%.

Payment in full of the Workcover Premium by the 19 August will attract a 5% discount, equal to \$12,407(excluding GST).

Alpine will also receive a refund from prior year's payments of \$28,663 (excluding GST), reducing the overall preliminary 2024/25 Workcover payment to \$207,077 (excluding GST).

The 2024/25 refund was due to the 2023/24 Workcover premium being based on an employee remuneration level of \$13.3m. Overall remuneration was declared as \$12.54m, which created the refund.

For the 2024/25 Workcover premium it should be noted that Alpine Shire Council is 20.96% better than the industry average

Financial Delegation

Within "S5 Instrument - CEO financial delegation", the CEO is provided the following delegated limits associated with Insurance Premiums:

1.2.2 for insurance premiums, in which case it must not exceed \$500,000 (excluding GST)

1.2.3 expenditure which Council is, by or under legislation, required to make including:

Workcover premiums, in which case it must not exceed \$500,000 (excluding GST)

During December 2022, legal advice was provided clarifying these two items. The advice stated that in seeking approval related to the amount covered by the line item, that the CEO was delegated to approve "...the maximum monetary limit per transaction – i.e., the maximum monetary limit for any instance of expenditure."

This delegation provides that the CEO consider each individual insurance policy in determining whether they have the appropriate delegation to approve the premium payment.

None of the policies values exceeds \$500,000 (excluding GST) therefore the CEO has delegated authority to approve each policy covered in this report.

POLICY IMPLICATIONS

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

Council allocated \$1.020m in the 2024/25 budget to fund all its insurance policies including Workcover.

The total cost of Insurance Premiums as per this report for 2024/25 is \$995,734.57, within the approved budget amount.

Procurement policy and cumulative spend

JLT source a total of seven insurance policies on behalf of Council and while the policies are placed with various underwriters, JLT Public Sector invoice Council for each policy and as discussed above the CEO is delegated to approve payment as long as each policy is below \$500,000 (excluding GST).

MAV hold two policies which are procured through MAV procurement.

The recommended insurers and premiums, including statutory charges, administration fees and excluding GST, for 2024/25 are:

Class of Insurance	Provider	2023/24 Premium	2024/25 Premium
JLT Brokered Policies			
Community Public Liability	QBE Insurance (Aust) Ltd	\$1,016.02	\$2,087.55
Councillors and Officers Liability	XL Insurance Company SE	\$20,690.81	\$18,796.56
Motor Vehicle	AAI Ltd T/As Vero Insurance	\$66,263.44	\$92,951.88
Airport Owners and Operators Liability	QBE Aviation	\$4,362.50	\$4,412.50
Personal Accident	Chubb Insurance Australia Ltd (through Victor Insurance-PA)	\$1,494.73	\$1,609.46
Corporate Travel	Chubb Insurance Australia Ltd (through Victor Insurance-Travel)	\$158.80	\$176.63
JMAPP (Assets)	JLT Municipal Asset Protection Plan Discretionary Trust	\$217,591.06	\$265,496.12
Broker Fee	JLT	\$21,000.00	\$22,470.00

Class of Insurance	Provider	2023/24 Premium	2024/25 Premium
MAV Policies			
Professional Indemnity and Public and Products Liability	MAV	\$288,712.07	\$334,525.60
Commercial Crime	MAV	\$4,730.59	\$5,061.73
Workcover			
Workcover*	DXC Integrated Services	\$291,002.64	\$248,147.04
Total Cost		\$917,022.66	\$995,734.57

* Excludes the proposed discount and refund.

RISK MANAGEMENT

Risk	Likelihood	Impact	Mitigation Action / Control
Council liabilities not insured for a period	Rare	Major	<ul style="list-style-type: none"> Insurance broker engaged to liaise with Council, negotiate with insurers and procure policies Insurance renewal responsibilities centralised and allocated to designated Council officer
Council liabilities under or over insured	Unlikely	Major	<ul style="list-style-type: none"> Revaluation program of assets New asset handover process

CONCLUSION

That council note the premiums for the council's insurance policies and the providers of those policies that have been received to date and that the CEO has delegation to approve these policies, as they individually remain under the delegated limit of \$500,000.

A report will be returned to council with the total 2024/25 insurance policy premium values once they have all been received.

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.

- A/Director Customer and Community
- Manager Corporate

ATTACHMENT(S)

Nil

9.3.11 Joint Meeting of Alpine, Indigo and Towong Shire Councils

INTRODUCTION

The purpose of the report is to seek a decision to hold a joint meeting of the Alpine, Indigo and Towong Shire Councils in relation to the Albury-Wodonga Health Hospital Development.

Cr Kelley

Cr Janas

That:

- 1. Council participates in a joint meeting with Indigo Shire Council and Towong Shire Council at 11:00am on 13 August 2024 in Beechworth in accordance with the provision of s62 of the Local Government Act 2020;*
- 2. The Mayor, Deputy Mayor and Cr Janas represent Council at the joint meetings and that Cr Nicholas be appointed as a substitute to represent Council in the event of any of the first three named councillors are unable to attend;*
- 3. The Governance Rules of the host Council (Indigo Shire Council) be adopted for the purposes of the joint meeting;*
- 4. The host Council Mayor (Cr Sophie Price, Indigo Shire Council) chairs the joint meeting; and*
- 5. Any costs incurred in relation to holding the joint meeting be shared equally by all three Councils.*

Carried

BACKGROUND

The Alpine, Indigo and Towong Shire Councils have a very long and proud history of working together for the benefit of the communities we serve.

The great work that we have done together has generally resulted from the excellent working relationships we have developed between our councils, both at officer and elected representative level. Whilst our organisations and our communities are unique in many ways, we also have many common interests.

The *Local Government Act 2020* includes a provision for convening Joint meetings of councils and accordingly, a vehicle for formalising our collective efforts. Joint meetings enable formal collaboration and action on matters of mutual interest and importance; a strong collective voice working for the benefit of our residents and ratepayers.

Included in Section 9(2)(b) of the Act is the overarching governance principle that;

Priority is to be given to achieving the best outcomes for the municipal community, including future generations.

The provision of a health service which meets the current and future needs of all regional communities within the catchment of Albury-Wodonga Health is a matter of great importance for the municipal communities of the Alpine, Indigo and Towong Shire

Councils. Coming together in a joint meeting will enable a collective effort towards achieving the best outcomes for the communities we serve now and into the future.

ISSUES

The quality of regional health services has a direct impact on the liveability, health and wellbeing of the residents of the Alpine Shire.

The catchment of Albury-Wodonga Health includes the Alpine, Indigo and Towong municipalities. The proposed development of the hospital based in Albury is of great importance to the residents of our municipalities.

Whilst there has been a great deal of discussion by major stakeholders about the hospital development there is significant concern that the needs of our rural communities have not been taken into consideration in determining the future form and function of the health service.

It is crucially important that our rural communities are well represented, and our rural voice is heard, in order to ensure the provision of a health service, which meets the current and future needs of all regional communities within the catchment of Albury-Wodonga Health. To this end, it is recommended that Alpine, Indigo and Towong Shire Councils convene a joint meeting in order to determine a collective position and the action required to adequately represent the interests of our residents and ratepayers.

POLICY IMPLICATIONS

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

- 5.3 Bold leadership, strong partnerships and effective advocacy

FINANCIAL AND RESOURCE IMPLICATIONS

There is no direct financial implication arising from a decision to hold a joint council meeting other than minor catering costs and the in-kind cost of attendees, incorporated within existing budgets.

RISK MANAGEMENT

Risk	Likelihood	Impact	Mitigation Action / Control
Failure of residents to access health care that meets the current and future needs of all regional communities	Very likely	Major	<ul style="list-style-type: none"> • Advocate and lobby for the provision of health care services accessible to all residents and ratepayers.

CONSULTATION

Council is permitted under the *Local Government Act 2020* to convene a joint meeting of councils. No external consultation is required in order to enact this provision of the Local Government Act.

CONCLUSION

A joint meeting of the Alpine, Indigo and Towong Shire Councils, in relation to the provision of a health service which meets the current and future needs of all regional communities within the catchment of Albury-Wodonga Health, is in the interests of the residents and ratepayers of the three municipalities, and it is therefore recommended that Council resolves to participate in the joint 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.

- Chief Executive Officer
- A/Director Customer and Community

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.

Cr Kelley
Cr Prime

That the summary of informal meetings of Councillors for June / July 2025 be received.

Carried

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 10.0 to this report.

Date	Meeting
25 June	Briefing Session
2 July	Events Funding Panel Assessment
9 July	Briefing Session
16 July	Briefing Session
24 July	Briefing Session

Attachment(s)

- 10.0 Informal meetings of Councillors – June / July 2025

11. Presentation of reports by delegates

Refer to Alpine Shire Council's website www.alpineshire.vic.gov.au; for its YouTube live-streaming recording for responses to presentation of reports by delegates.

12. General business

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

13. Motions for which notice has previously been given

Nil

14. Reception and reading of petitions

Nil

15. Documents for sealing

Cr Nicholas

Cr Kelley

That the following documents be signed and sealed.

- 1. Councillor Expenses and Support Policy No. 076 (version 6).*
- 2. Governance Rules and Election Period Policy (version 3).*
- 3. Public Transparency Policy No. 116 (version 2).*
- 4. Dealing with Difficult Customers Policy No. 131 (version 1).*
- 5. Fraud and Corruption Policy No. 91 (version 4).*

Carried

There being no further business the Chairperson declared the meeting closed at 8:21pm.

.....

Chairperson



JOINT COUNCIL MEETING MINUTES - 13 AUGUST 2024

HELD: Tuesday, 13 August 2024 at 11.00am

LOCATION: Beechworth Town Hall, Ford Street, Beechworth

ATTENDEES:	NAME	TITLE
	Cr Sophie Price	Mayor (Meeting Chair)
	Cr Sue Gold	Councillor, Indigo Shire Council
	Cr Diane Shephard	Councillor, Indigo Shire Council
	Cr John Forsyth	Mayor, Alpine Shire Council
	Cr Simon Kelley	Deputy Mayor, Alpine Shire Council
	Cr Ron Janas	Councillor, Alpine Shire Council
	Cr Andrew Whitehead	Mayor, Towong Shire Council
	Cr Denise Anderson	Deputy Mayor, Towong Shire Council
	Cr David Wortmann	Councillor, Towong Shire Council
	Trevor Ierino	Chief Executive Officer, Indigo Shire Council
	Will Jeremy	Chief Executive Officer, Alpine Shire Council
	Juliana Phelps	Chief Executive Officer, Towong Shire Council
	Annabel Harding	Governance Coordinator

This meeting was hosted by Indigo Shire Council and was conducted under the Governance Rules of Indigo Shire Council.

These Minutes are not a verbatim transcript of the discussions in the Council meeting; a recording of this meeting can be found on Council's webpage.

Responses given by Councillors and Council Staff are the opinion of the individual responders, and accurate at the time of response, to the best of their knowledge.



JOINT COUNCIL MEETING MINUTES - 13 AUGUST 2024

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COUNCIL MEETING MINUTES - 13 AUGUST 2024

1. WELCOME

The Mayor of Indigo Shire Council, Cr Sophie Price welcomed all to this joint meeting of Indigo, Alpine and Towong Shire Councils and noted that the meeting would be recorded, and the voices and images of those participating in the meeting, and in the gallery, captured as part of the recording.

2. ACKNOWLEDGEMENT OF THE TRADITIONAL OWNERS OF THE LAND

On behalf of Indigo, Alpine and Towong Shire Councils, Mayor Price acknowledged the original custodians of these lands. The people of the rivers and the hills have walked these lands for thousands of years as well as today, and we pay respect to the elders of the past and present.

Mayor Price noted that Councillors have all taken an oath to carry out their duties in the best interests of the people of Indigo, Alpine and Towong Shires and to do this in a fair and impartial manner. They are all committed to exercising the Council's powers and functions to the best of their skills and judgement.

Mayor Price of Indigo Shire Council, the Mayor of Alpine Shire Council, Cr John Forsyth and the Mayor of Towong Shire Council, Cr Andrew Whitehead introduced the Councillor representatives from each of their respective Councils.

3. APOLOGIES AND LEAVE OF ABSENCE

Cr Bernard Gaffney, Deputy Mayor of Indigo Shire was unavailable to attend this meeting.

4. DECLARATION OF CONFLICT OF INTEREST

Nil

5. EXECUTIVE MANAGEMENT

5.1 ALPINE/INDIGO/TOWONG POSITION ON A NEW SINGLE SITE HOSPITAL FOR ALBURY-WODONGA HEALTH

File No: 2024/642

Trevor Ierino - Chief Executive Officer

Will Jeremy - Chief Executive Officer, Alpine Shire Council

Juliana Phelps - Chief Executive Officer, Towong Shire Council

Executive Management

Executive Management

Executive Management

For Decision

COUNCIL MEETING MINUTES - 13 AUGUST 2024

RECOMMENDATION

That Alpine/Indigo/Towong Councils endorse the following actions to address the critical healthcare infrastructure needs in Albury-Wodonga:

1. Call upon the Federal Government and the State Governments of Victoria and New South Wales to come together *and collaborate for the provision of a health service which meets the current and future needs of all of the regional communities within the catchment of Albury-Wodonga Health;*
2. Support the development of a new single-site hospital for Albury-Wodonga Health on a greenfield location;
3. Advocate for immediate funding to commence the planning and construction of the new hospital;
4. Call for the State Governments of Victoria and New South Wales to pause the current redevelopment plans for the Albury Hospital and redirect efforts towards a new single site development in Albury-Wodonga;
5. Acknowledge and endorse the endeavours to have immediate provision of modular units at the Albury Hospital campus to ensure sufficient beds are available to address the ongoing daily deficit of beds, and request that the two State governments provide funding for this purpose; and
6. Authorise the respective CEOs of Alpine, Indigo and Towong to advocate for, and communicate this position statement with the States of Victoria and New South Wales, the Federal Government, and with the Board of Albury-Wodonga Health.

RESOLUTION

That Alpine/Indigo/Towong Councils endorse the following actions to address the critical healthcare infrastructure needs in Albury-Wodonga:

1. Call upon the Federal Government and the State Governments of Victoria and New South Wales to come together and collaborate for the provision of a health service which meets the current and future needs of all of the regional communities within the catchment of Albury-Wodonga Health;
2. Support the development of a new single-site hospital for Albury-Wodonga Health on a greenfield location;
3. Advocate for immediate funding to commence the planning and construction of the new hospital;
4. Call for the State Governments of Victoria and New South Wales to pause the current redevelopment plans for the Albury Hospital and redirect efforts towards a new single site development in Albury-Wodonga;
5. Acknowledge and endorse the endeavours to have immediate provision of modular units at the Albury Hospital campus to ensure sufficient beds are available to address the ongoing daily deficit of beds, and request that the two State governments provide urgent funding for this purpose; and

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6. Authorise the respective CEOs of Alpine, Indigo and Towong to advocate for, and communicate this position statement with the States of Victoria and New South Wales, the Federal Government, and with the Board of Albury-Wodonga Health.

Moved: Cr Whitehead

Seconded: Cr Forsyth

For: Crs Sophie Price, Sue Gold, Diane Sheppard, John Forsyth, Ron Janas, Simon Kelley, Andrew Whitehead, Denise Anderson and David Wortmann

Against: Nil

CARRIED

PURPOSE OF REPORT

The purpose of this report is to provide Alpine/Indigo/Towong Shire Councils with an overview of the healthcare infrastructure issues facing the Albury-Wodonga region and to recommend actions to advocate for the development of a new single-site hospital for Albury-Wodonga, to better serve the communities within the region that form the catchment of Albury-Wodonga Health.

BACKGROUND

Albury-Wodonga Health is the second largest regional health service in Victoria. It services a growing population of over 300,000 people in a surrounding catchment covering North East Victoria and the Southern Riverina in New South Wales.

The Albury-Wodonga region is currently served by two hospital campuses, with one hospital each located in Wodonga and Albury. The hospitals are facing significant challenges due to outdated infrastructure, limited capacity, and inefficiencies caused by the split-campus model.

The 2021 Conrad Gargett Masterplan identified the need for a new single-site hospital on a greenfield location as the preferred solution to these challenges. This recommendation has been reinforced by subsequent value management studies and sustained community advocacy efforts.

Albury-Wodonga Health is a key health service provider serving the catchments of Alpine, Indigo and Towong Shires. Quality health services is a key determinant in enabling thriving and liveable communities in our Shires. The ability to attract and retain residents within our Shires, and to effectively care for the needs our current communities for decades to come, will be vitally impacted by decisions being made today.

DISCUSSION

The Albury-Wodonga region's healthcare infrastructure is at a critical juncture.

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Key issues identified with the current hospital infrastructure include:

1. **Sub-standard Buildings:** Existing buildings at the Albury campus, constructed in 1994, do not meet current Australian Health Facility Guidelines (AusHFG) standards of design and construction (Albury Campus Redevelopment Masterplan Report. Prepared for NSW Health Infrastructure. Hassell, August 2023). Issues such as structural damage, inadequate fire safety measures, and non-compliance with modern building codes are prevalent. For instance, the Medical Ward 2 building has suffered significant structural damage due to reactive clay soils, leading to a high risk of collapse and consequent safety hazards.
2. **Limited Capacity and Resources:** Both campuses are struggling with capacity issues. Albury Wodonga Health (AWH) has seen the same volume of emergency department (ED) patients as the Alfred Hospital in Melbourne, with over 68,000 ED presentations annually (Border Medical Association and Better Border Health). However, the current infrastructure does not support this volume, leading to long wait times, delayed treatments, and compromised patient care.
3. **Inefficiencies of Split Campuses:** Critical services are duplicated across the two sites, leading to increased operational costs and inefficiencies. For example, intensive care and paediatric services are located in Albury, while maternity services are in Wodonga. This separation necessitates frequent and risky patient transfers between campuses, impacting patient safety and care continuity.
4. **Community and Staff Concerns:** There is significant community and medical staff support for a new hospital. The Border Medical Association and Better Border Health have been vocal advocates for a new single-site hospital, highlighting the risks associated with the current redevelopment plans and the need for a comprehensive solution. The current plans are seen as insufficient to address the long-term healthcare needs of the growing regional population.

In 2022 the State Governments of Victoria and New South Wales announced a joint funding package of some \$450 million towards a rebuild of the Albury Hospital. At that time they asserted that this expenditure would be sufficient to support a single site hospital at the Albury Campus that would serve the needs of Albury-Wodonga and the greater catchment well into the future.

Since that announcement, much evidence has emerged that this is simply not going to be the case. It is becoming clear that a single site solution is now not possible, and that the current Albury site will not be suitable to provide the quality of health care the greater catchment should expect, for the decades to come. Issues with the functional suitability of the current Albury site are explained in the Albury Campus Redevelopment Masterplan Report (Hassell, August 2023).

The Border Medical Association, an organisation of medical practitioners working in Albury Wodonga and the surrounding region have issued the following statement:-

“Clinicians are becoming increasingly desperate. The immediate and long-term health needs of our community are being ignored.

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The current hospital redevelopment plans fail to meet our patients' requirements for care now and do not allow for increasing future demands. Our legitimate concerns have been dismissed in this flawed planning process.

What is being developed is not covering off our core issues.

- *Our health service is stretched beyond capacity, and frequently in crisis. We do not have enough beds, theatres and outpatient services to care for a rapidly growing community. We have seen this crisis coming for well over five years.*
- *The health service needs a single site hospital. Separating services creates risks for patient safety and results in inefficiencies of running duplicated hospitals.*
- *The facilities at AWH are dilapidated and not fit for purpose. The news regarding the questionable structure is not limited to one ward. There are multiple issues with the building, and from a patient care perspective it is severely limited. It needs to be pointed out that the foundations of the entire site were not designed for a longstanding hospital. It was these elements that meant, irrespective of site, we needed an entirely new hospital.*

We need:

- *To plan for a new single site hospital. Except we already have. Let's get back to the service planning documented in 2021 and have both NSW and Victoria commit to the planning they were involved in*
- *Urgent relief now. We cannot safely care for admitted patients in overflow areas or in an emergency department waiting room. We cannot continue to risk patient care or overwhelm already exhausted staff. We cannot continue to cancel surgery, or cope with only doing the bare minimum elective surgery. Our elective waitlist for category 3 surgeries (joints etc.) number is higher than the Alfred hospital- one of the biggest hospitals in the nation*

Then stop and think

For the same relative cost.... do you build in complicated stages that derails patient journeys over a longer period of time, with a constant fight for more money, or do you do it once, do it right, build it on a new site?

Albury-Wodonga Health is unique in this country as the only multi-state agreement for the provision of health services. Predominantly Victoria provides the health service with infrastructure costs shared with New South Wales, whilst operational funding includes contributions by the Federal Government.

It is apparent that the two States are unwilling to revisit the current funding arrangements for the new hospital. Alpine, Indigo and Towong communities face the prospect of substandard health services for decades to come. It is proposed that Alpine/Indigo/Towong Shire Councils:-

- Call upon the Governments of Australia, Victoria and New South Wales to come together and collaborate for the provision of a health service which meets the current and future needs of all of the regional communities within the catchment of Albury-Wodonga Health; and
- Call for a single site hospital on a greenfield site as recommended by the 2021 Conrad Gargett Masterplan and the Border Medical Association.

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Options

1. Take no action - Allow the State Governments of Victoria and New South Wales to continue with current redevelopment plans.

This option involves continuing the redevelopment of the existing Albury Hospital. However, this has been criticized for not adequately addressing the core issues and only offering marginal improvements. The current redevelopment plans have been scaled back significantly from the original master plan, providing limited additional capacity and failing to meet future healthcare demands. **Not recommended.**

2. Advocate for a new single-site hospital - This involves pausing the current redevelopment and focusing on planning and constructing a new hospital on a greenfield site.

The greenfield option has been identified as the preferred solution through rigorous planning processes, including the 2021 Conrad Gargett Masterplan and subsequent value management studies.

This option offers the potential for a modern, efficient healthcare facility that can comprehensively meet the region's needs. - **Recommended**

STRATEGIC CONTEXT

As noted earlier, Albury-Wodonga Health is the predominant health service provider serving the catchments of Alpine, Indigo and Towong.

As discussed earlier in this report, the existing hospitals in Albury and Wodonga are outdated, operating with limited capacity, and struggling with inefficiencies due to their split-campus model. This results in long wait times, frequent patient transfers, and compromised patient care, which are unsustainable given the growing population served by Albury-Wodonga Health.

Advocating for a single site, regional hospital on a greenfield site is supported by rigorous planning processes and community consensus, ensuring that the future healthcare needs of the region are met efficiently and effectively.

This new facility will enhance healthcare accessibility, reduce wait times, and improve patient outcomes, thereby fostering community trust and satisfaction. Furthermore, the endorsement of this position by the three councils will demonstrate a unified commitment to securing quality healthcare for our residents, crucial for building resilient, sustainable, and liveable communities, and attracting and retaining populations in our rural areas.

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SOCIAL/COMMUNITY IMPLICATIONS

- **Improved Access to Healthcare Services:** A new single-site hospital will provide centralised, accessible healthcare services, reducing the need for patient transfers and ensuring timely care.
- **Reduced Wait Times and Improved Patient Outcomes:** Modern facilities with increased capacity will help reduce wait times for surgeries and other treatments, leading to better patient outcomes. Ambulance services, currently stretched to the limit, are further compromised by excessive ramping times currently being experienced at the constrained Albury Campus site.
- **Enhanced Community Satisfaction and Trust:** Investing in a state-of-the-art healthcare facility will build community trust and satisfaction, demonstrating a commitment to addressing healthcare needs comprehensively.

ENVIRONMENTAL IMPLICATIONS

- **Sustainable Design and Construction:** The new hospital can incorporate sustainable design and construction practices, reducing its environmental footprint and ensuring long-term sustainability.
- **Reduced Environmental Impact:** Building a new facility on a greenfield site offers the opportunity to design with environmental considerations from the ground up, avoiding the challenges of retrofitting outdated infrastructure.

FINANCIAL IMPLICATIONS

There are no material direct financial costs associated with a decision to advocate as proposed in this paper apart from in-kind costs of advocacy already provided for within existing budgets.

LEGISLATIVE IMPLICATIONS

There are no legislative implications of determining to take an advocacy view as proposed in this paper. Separate to this agenda paper Alpine, Indigo and Towong Shire Councils were briefed at their respective July 2024 Council Meetings on the legislative issues associated with conducting a Joint Meeting of Councils.

COMMUNITY ENGAGEMENT

- Mayors and CEOs have attended a number of workshops in collaboration with 16 Councils in the region on both sides of the border. These workshops have included briefings from Border Medical Association, advocacy group Better Border Health and government representative from NSW Health Infrastructure.
- At a recent workshop involving councillors of Alpine, Indigo and Towong Councils a briefing was received from Border Medical Association and Better Border Health.

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- A regional health summit, held in March 2024, was attended by Mayors and Councillors of the three councils.
- A regional health forum was held 7 July 2024 attended by representatives of all three councils. Speakers included doctors, nurse, ambulance paramedics. No one attending the forum would have left with any doubt that the current hospital proposal is grossly inadequate and must be paused, and reassessed to ensure it delivers the health service we need, not what will fit the current dollars on the table.
- Various communications from the three Councils have shared with the communities the advocacy efforts of the Councils.

Engagement outcomes:

- Strong community support for a new hospital: Widespread support from the community and medical staff for a new single-site hospital.
- Concerns over current redevelopment plans: Sustained media activity has highlighted this issue in the region. Feedback indicates that the current redevelopment plans are insufficient to meet long-term healthcare needs.
- Immediate provision of modular units at the Albury Hospital campus to ensure sufficient beds are available to address the ongoing daily deficit of beds be acknowledged and endorsed and the two State governments be requested to provide the funding for this purpose.

CONCLUSION

The development of a new single-site hospital on a greenfield location presents the most effective solution to address the critical healthcare infrastructure needs in the Albury-Wodonga region including the communities of Alpine, Indigo and Towong Local Government Areas.

This approach will ensure modern, efficient, and high-quality healthcare services that can meet current and future demands for decades to come.

It is recommended that Alpine, Indigo and Towong Councils endorse the proposed actions to support this strategic initiative. These being that Alpine/Indigo/Towong Councils:-

- *Call upon the Federal Government and the State Governments of Victoria and New South Wales to come together and collaborate for the provision of a health service which meets the current and future needs of all of the regional communities within the catchment of Albury-Wodonga Health;*
- Support the development of a new single-site hospital for Albury-Wodonga Health on a greenfield location;
- Advocate for immediate funding to commence the planning and construction of the new hospital;
- Call for the State Governments of Victoria and New South Wales to pause the current redevelopment plans for the Albury Hospital and redirect efforts towards a new single site development in Albury-Wodonga; and

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the endeavours to have immediate provision of modular units at the Albury Hospital campus to ensure sufficient beds are available to address the ongoing daily deficit of beds be acknowledged and endorsed and the two State governments be requested to provide the funding for this purpose.

DECLARATION OF CONFLICT OF INTEREST

Under section 130(2) of the *Local Government Act 2020* and Governance Rule 24, the following officers declare that they have no interests to disclose in providing this report:

- Will Jeremy, CEO, Alpine Shire Council
- Trevor Ierino, CEO, Indigo Shire Council
- Juliana Phelps, CEO, Towong Shire Council

Attachments

Nil

Meeting Concluded: 11.42am



Taungurung-Local Government Forum

Terms of Reference

Purpose

The Taungurung Local Government Forum (the Forum) is a mechanism to foster and govern a constructive and meaningful operational relationship between Taungurung Land and Waters Council (TLaWC) and Local Governments on Taungurung Country.

Functions

The functions of the Taungurung Local Government Forum are to:

1. Develop collaborative working arrangements that enable a meaningful, efficient, and mutually beneficial operational relationship between Local Governments and Taungurung Land and Waters Council.
2. Work collaboratively towards the achievement of outcomes which benefit our organisations and the communities which we represent.
3. Support the delivery of obligations, and implementation of commitments within relevant legislation and agreements, including:
 - a) The Local Government Act 2020,
 - b) The Aboriginal Heritage Act 2006,
 - c) The Taungurung Recognition and Settlement Agreement (RSA), particularly Schedule 5,
 - d) The Taungurung Land Use Activity Agreement (LUAA), and
 - e) Victorian Aboriginal and Local Government Strategy 2021.
4. Create and delegate activities to a sub-committee or working group, for approval by the Forum.
5. Govern, monitor, and evaluate the effectiveness of the Forum.

Objectives

The Objectives of the Taungurung Local Government Forum are to:

Work together in partnership

- Establish a partnership agreement between TLaWC and Local Government on Taungurung Country, built on mutual respect and a willingness to work as equal partners.
- Activate the partnership through positive and mutually beneficial initiatives.

Respect, Celebrate and Support Taungurung People, Culture and Country

- Build respect and understanding within Local Governments of Taungurung as the Traditional Owners of Country, establish cultural protocols and increase cultural awareness and safety.
- Support the healing and caring for Country on Taungurung Lands.
- Grow the employment and training of Taungurung people and the procurement of Taungurung services.
- Provide local services in a culturally appropriate manner and improve infrastructure for the recognition of Taungurung as the Traditional Owners for the area.

Achieve our responsibilities together

- Build a shared understanding of relevant legislation and agreements, including:
 - The Local Government Act 2020,
 - The Aboriginal Heritage Act 2006,
 - The Taungurung Recognition and Settlement Agreement (RSA), particularly Schedule 5,
 - The Taungurung Land Use Activity Agreement (LUAA),and the responsibilities of each party relating to those documents.
- Develop collaborative processes and programs to facilitate the delivery of responsibilities under these legislation and agreements.

Length of Term

The Taungurung – Local Government Forum is a permanent forum.

Once the Forum is formally established, priorities and measures of success will be designed collaboratively. A program for effectiveness monitoring will be developed with regular review horizons set, and which will include consultation with all member organisations, to ensure that the Forum achieves its purpose. In the first instance, a review of the effectiveness of the Forum will be conducted by Members after two years of becoming operational, to ensure its effectiveness. The appropriate time horizon for review, thereafter, will be determined by the members as part of the development of the effectiveness monitoring program.

Membership

Membership is open to:

- Taungurung Land and Waters Council

- The 15 Local Governments who operate on Taungurung Country
 - Alpine Shire Council
 - Benalla Rural City Council
 - City of Greater Bendigo
 - Campaspe Shire Council
 - Macedon Ranges Shire Council
 - Mansfield Shire Council
 - Mitchell Shire Council
 - Mount Alexander Shire Council
 - Murrindindi Shire Council
 - Greater Shepparton City Council
 - Strathbogie Shire Council
 - The Rural City of Wangaratta
 - Wellington Shire Council
 - Whittlesea City Council
 - Yarra Ranges Council
- Local Government Victoria, Department of Government Services
- First Peoples – State Relations, Department of Premier and Cabinet

As the forum is a governance mechanism, it is expected that decision makers are participating in the forum. For each organisation this means:

- TLaWC – Four members: The Chairperson and Executive Leadership Team.
- Each Local Governments – Two members: Mayor and Chief Executive Officer.
- Each State Government body – Two members: A senior executive (ED level) and a suitable senior officer.
- If one or more of a partner organisation’s representative members are unable to attend a particular meeting of the Forum, they may send a suitably senior proxy in their place. It is expected that this occurrence should be an exception rather than regular.

Membership is achieved by agreeing to these Terms of Reference in writing in the form at the bottom of this document.

Member organisations of the Forum should inform the Secretariat of the names, titles and contact details of their delegated members, including updating these details when changes occur.

It is recognised that, in some circumstances, Members may not be able to make a decision on behalf of their organisation without approval. For example, Local Government Members may need to seek a

resolution of their Council. The Forum will seek to accommodate organisational decision-making processes.

Organisations may cancel their membership at anytime in writing to the co-Chairs.

Co-Chairs

The Forum will have a Co-Chair Model.

Taungurung Land and Waters Council will nominate one of its members to hold one of the Co-Chair positions, with the nomination to be reviewed by TLaWC every two years.

The other Co-Chair position will be held by a nominated Local Government member.

Once membership of the Forum has been established, a call for self-nominations for the Local Government Co-Chair will be circulated. If more than one person nominates, then Local Government members will be asked to vote. The Local Government Co-Chair appointment will be for a period of two years.

Co-chairs will participate equally, along with any other committee member, in the discussions and decisions of the Forum.

Observers

Observers may be invited to attend meetings with the permission of the Co-chairs.

Meeting Schedule and Quorum

It is expected the group will meet twice a year.

The Chairs may schedule extraordinary meetings as required (this may be required in the establishment phase).

A quorum requires the presence of:

- Taungurung Land and Waters Council, and
- At least half or more of the relevant Local Governments, represented by at least one delegate each.

Meeting Procedure

1. A meeting schedule will be drawn up, forecasting meetings 12 months in advance.
2. The meeting schedule and venue may be adjusted by the Co-Chairs. Where possible, members will be notified of any changes at least two weeks prior to the meeting date.
3. The Co-Chairs may invite guests to attend the Forum meetings. Members may also request the Chairs invite other participants.

4. A record of meeting proceedings will be kept by the secretariat. Circulation of such records is restricted to members.
5. Any presentations provided by forum members may be circulated to the broader local government members at the discretion of the Chairs.

Agenda

1. The Chairs set the agenda for each meeting in collaboration with the TLaWC Executive Leadership Team. Members of the forum can propose agenda items to the Chairs for inclusion, and agenda items will be called for from all members prior to the agenda being finalised.
2. Meeting agendas and associated documents will be circulated to all members at least two weeks prior to the meeting.
3. Meeting agendas will aim to include at least one presentation by a forum member on a pre-determined topic.
4. Members can choose to present together on a shared topic but are not required to do so. The Secretariat can facilitate collaborative presentations.
5. The Secretariat will coordinate members' preferences for topics to present to the forum.

Media

Members of the Forum will be respectful of the Forum and of fellow Members in public and in the media. Members of the Forum will take care not to purport to represent other members and note that Forum membership does not represent a formal partnership, though it may be a step towards partnership. Tags on social media highlighting and celebrating Member's involvement in the collaboration are encouraged. If at anytime Members are unsure about media content they should contact the Forum Secretariat (below) who will be happy to assist.

The following media guidelines will be observed:

- Any media or comment on behalf of the Forum must be approved by the Co-chairs prior to publication. If any media representatives make contact with a Member for the purposes of a story about the Forum, the Member should forward the enquiry to the Forum Secretariat (below) for co-Chair consideration.
- Individual members may make social or other media posts and/or comments about their membership of the Forum on their own behalf, respecting content confidentiality (below).
- Any comment about or on behalf of a specific organisation, or using branding, imagery or information of that organisation, including the organisation's logo, flag or quotes, must be approved by the organisation prior to publication.
- Members will be aware of the difference between acknowledging Taungurung Country and citing the Taungurung Local Government Forum in communication to stakeholders, the media or the public:

Once an organisation has signed onto the Forum they can acknowledge: “... [org name] is proud to be a member of the Taungurung Local Government Forum...” compared to any person or organisation acknowledging Country, such as ‘we acknowledge that we are on Taungurung Country’. Any specific media enquiries relating to Taungurung Land and Waters Council, including if a member has general questions, can be forward to TLaWC’s media representative at communications@tlawc.com.au.

Confidentiality

In order that the Forum fosters open discussion Members agree to keep information discussed and shared within the Forum, written and aural, confidential. From time to time, guided by the co-Chairs, Members may jointly agree to make particular content developed by the forum public.

Secretariat

Taungurung Land and Waters Council will provide secretariat support to the Forum. The Secretariat responsibilities will include assisting the Chairs with meeting arrangements, correspondence, and information management related to the operations of the forum.

The Secretariat can be contacted by email at TLGF@tlawc.com.au.

Formal Membership Acceptance

Organisation Name	
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On behalf of the above named organisation, I _____ **[insert name of authorising person]** agree to join the Taungurung Local Government Forum as a member organisation and accept to these Terms of Reference.

Signed	
Date	

The following individuals will be the current representatives for our organisation, noting that any representative changes will be forwarded to the Forum Secretariat.

	Representative 1	Representative 2
Local Government Position [delete row if not relevant]	Mayor	CEO
State Government body Position [delete row if not relevant]	Executive Director	Senior Officer or above

Name		
Contact email		
Contact telephone		
Executive Assistant name and details, if applicable		



**Alpine Shire Council Community
Energy Prospectus: Executive
Summary**

Prepared for Alpine Shire Council

Friday, 15 March 2024

Disclaimer

Any advice provided by Indigo Power throughout this project is not legal advice, financial advice, or taxation advice.

1. Introduction

1.1 Background

Indigo Power has been engaged by the Alpine Shire Council to prepare a prospectus to promote opportunities for investment in community energy and/or public Electric Vehicle (EV) charging infrastructure on land where Council has standing to act as a community energy proponent. This was defined as all Council owned, managed, tenanted or maintained sites, henceforth referred to as Council sites.

This work coincides with the announcement of significant government funding for the delivery of community battery facilities. These are the \$200 million Community Batteries for Household Solar Federal Government initiative¹ and the Victorian Government's \$10 million 100 Neighbourhood Batteries Initiative Round One².

1.2 Project Objectives

The project sought to design solar, battery and EV charging systems in line with two models:

1. **Community Power Plants (CPP):** These are oversized solar and battery systems capable of supplying site load and exporting excess power to the local community. As both the solar generation and battery storage systems are oversized relative to site load, the host site has access to energy generation and storage that can be used to withstand long duration power outages.
2. **Energy Nodes:** These are small sites that have structural or electrical limits to the size of the solar and battery system. Energy nodes are smaller solar and battery systems capable of providing back up power to smaller sites.

EV charging infrastructure has been designed and costed at suitable sites, prioritised with the support of Council staff (see section 2.3).

Solar and battery systems have been designed to deliver the following benefits:

1. **Household benefits:** CPPs would deliver locally generated renewable energy to local communities each day. Solar and battery facilities would share electricity with local Indigo Power customers under circumstances where Indigo Power owned, or was engaged to operate, the facilities. Facilities would be able to stabilise electricity price increases, but not provide significant customer cost savings.
2. **Energy Resilience:** Energy Node and CPP systems provide backup power to sites during a power outage. All sites provide an important community service during bushfire or similar emergency events. Only those sites that have solar and battery

¹ <https://arena.gov.au/funding/community-batteries-round-1/>

² <https://www.energy.vic.gov.au/grants/neighbourhood-batteries/100-neighbourhood-batteries>.

facilities will have continuous power supply during power outages. Surrounding households would lose power.

3. **Environmental:** All battery sites have been designed to charge almost exclusively from on-site solar PV. All sites would be almost entirely supplied by the on-site solar and battery system.
4. **Cost Savings:** Both energy node and CPP facilities target a reduction in the host site's electricity costs by at least 20%. However, this is not always possible.
5. **Network Benefits:** The energy node and CPP facilities would export at peak demand times to the electricity grid, assisting with possible low voltage issues on the network.
6. **Innovation:** There are very few community battery facilities currently in operation in Australia. Delivery of CPPs would establish the business case for the delivery of community batteries at council sites in regional Victoria.

2. Project Approach

2.1 Site Prioritisation

Indigo Power conducted a desktop review of all Council owned, managed, tenanted or maintained sites, selecting 22 sites for site inspection by Indigo Power's electrician. A short list of ten sites was selected, with input from Council staff, for a full analysis. Sites were selected on the following criteria:

1. Roof space for additional solar panels and structural integrity of the roof to bear more panels.
2. Ground space and whether there was room for a battery system.
3. Quality of existing electrical infrastructure and whether this infrastructure could host additional generation and storage technologies.
4. Site connection to the electricity grid and whether excess electricity generated on site could be exported from the site.
5. Community use of the site and whether the site provided an important community service or function.
6. Suitability of the site for a public electric vehicle charging station.

2.2 Preliminary Modelling

Preliminary modelling was carried out to determine the optimal solar and battery system configuration given the site load, electrical infrastructure, available roof space and available grant funding.

An autosizing modelling approach was used to determine the amount of solar panels (kW) and battery storage (kWh) that maximise net present value (NPV), and shows the point at which an additional kW of solar panels or kWh of battery storage would not pay for itself over the modelling time frame. Autosizing considers hardware costs, network charges, price of imported and exported energy, project duration and discount rate applied.

As the prices of solar panels and battery energy storage systems are expected to reduce over the medium term, the model is rerun with different hardware costs to determine what is financially feasible today, and what may be financially feasible with a reduction in capital costs. Several grant schemes for battery projects are currently underway, and for financial feasibility grant funding is equivalent to a reduction of hardware costs. A recommended set of hardware is obtained for each pair of solar prices (\$/kW) and battery prices (\$/kWh).

Preliminary modelling reports provide the detail of the analysis carried out and recommend a system configuration.

2.3 Design Briefs

Solar, battery and electric vehicle (EV) charging facilities were designed and costed based on the preliminary modelling outputs. Technical design briefs were created for each of the ten sites to provide detail on:

- Maximum solar PV capacity
- Electrical infrastructure and its limitations
- Solar and battery design specifications
- Solar, battery, inverter, control and EV charging specifications
- Design layout
- Health, safety and compliance considerations
- Indicative delivery timeline
- Delivery costs
- Project risks
- Decommissioning and disposal plan
- Maintenance requirements

EV Charging Assessment

Sites were assessed for public EV charging suitability and prioritised with the assistance of Council staff. Public EV charging designs were prepared for the best five public EV charging sites.

2.4 Proposals

Financial modelling was carried out for the proposed system at each of the five CPP sites. The proposal provided financial information and cost savings for the host site under two commercial models. The first model is ownership of the energy generation and storage system by a third party, notionally Indigo Power, who leases the site from the site owner. The second model is ownership of the energy generation and storage facility by the site owner and the operation of the CPP facility by a third party, notionally Indigo Power, under an equipment licence agreement with either a fixed annual fee or for a share of the operational net surplus. Under both arrangements the host site purchases electricity from the solar and battery facility at a reduced rate.

3. Project Sites

The ten sites selected for final analysis are described in Table One below. There are five CPP sites and five energy node sites. As detailed in the table, there are several ownership,

management and lease combinations for the sites, and all sites have multiple stakeholders. This adds complexity and is a risk that will need to be managed should any installations proceed.

3.1 Project Sites

Table One. Summary of Alpine Shire Sites assessed under this project.

Site	Ownership, management and lease	Who pays electricity bill?	Existing generation and storage infrastructure	Site suitability
Bright Childcare (CPP)	Department of Education own the land and the building. Council lease from Depart. of Education (DoE) and sub-lease to Alpine Children's Services	Alpine Children's Services	10 kW solar.	Roof space for a large solar PV system. Space for a large battery. Suitable electrical infrastructure. Site could export 100 kW. Not an optimal site for a public EV charger.
Bright Pioneer Park (CPP)	Crown Land, pavilion was a tenant improvement by Council. Management by Council Committee of Management (CoM).	Council (VECO PPA)	15 kW solar. 15 kWh battery.	Roof space for a large solar PV system. Space for a large battery. Suitable electrical infrastructure. Site could export 100 kW. Not an optimal site for a public EV charger.
Mount Beauty Sports Stadium (CPP)	Council own land and building. Council owned and managed (but pool is leased to private entity).	Council (private entity pays pool)	23 kW solar. 30 kWh battery.	Roof space for a large solar PV system. Space for a large battery. Suitable electrical infrastructure. Site could export 50 kW. Site could host a public EV charger.
Myrtleford Showgrounds (CPP)	Crown land and buildings except Myrtleford stadium which Council has assumed responsibility of through stadium renewal works. DEECA appointed CoM, except Myrtleford stadium which is Council appointed CoM	CoMs (not Council)	35 kW solar and 22 kWh battery.	Roof space for a large solar PV system. Space for a large battery. Electrical infrastructure upgrade would be required. Site could export 150 kW with upgrade. Site could host a public EV charger.
Myrtleford McNamara Rec Reserve (CPP)	Crown land. Council owns Ablett pavilion building. Council CoM manages the land. Ablett Pavilion has a CoM in place.	Ablett Pavilion CoM (not Council)	None.	Roof space for 40 kW of rooftop solar on tilt frames. Large electrical switchboard capacity due to football oval lights. Not an optimal site for a public EV charger.

Dederang Rec Reserve (Energy Node)	Crown land and buildings. DEECA appointed CoM in place.	CoMs (not Council)	10 kW solar and 13.8 kWh battery.	Some roof space and battery space. Limited export capacity at 5 kW. Site could host a public EV charger.
Dinner Plain School Community Centre (Energy Node)	Council owned. Leased to DoE, Council has a licence from DoE to manage the building Apr-Sept.	Council (VECO PPA)	None.	Use of roof space limited by snow cleaning requirements. Large 300 kVA transformer but small switchboard limits to 5-15 kW export without switchboard upgrade. Site could host a public EV charger.
Harrietville Community Hall (Energy Node)	Crown land and buildings. DEECA appointed CoM in place.	CoM (not Council)	10 kW solar PV, 16 kWh battery and a generator.	No roof space for additional panels. Export limited to 5-15 kW export without switchboard upgrade. Site could host a public EV charger.
Mudgegonga Community Hall (Energy Node)	Crown land and buildings. DEECA appointed CoM in place.	CoM (not Council)	5 kW solar.	Some roof space and battery space. Limited export capacity at 5-10 kW. Site could host a public EV charger.
Running Creek Community Hall (Energy Node)	Crown land and buildings. DEECA appointed CoM in place.	CoM (not Council)	12 kVa generator.	Some roof space and battery space. Limited export capacity at 5-15 kW. Not an optimal site for a public EV charger.

3.1 Site Analysis

Larger CPP systems have been designed for those sites that have large existing roof space and a strong connection to the electricity grid. These sites include:

1. Bright Childcare
2. Bright Pioneer Park
3. Myrtleford McNamara Reserve
4. Myrtleford Showgrounds
5. Mount Beauty Stadium and Pool

Detailed site proposals were developed for CPP sites which include analysis for both third party and host site ownership.

Under third party ownership arrangements space at the site would be leased to host the solar and battery systems and clean energy would be sold to the site occupier through a behind the meter power purchase agreement. Analysis on host site cost savings was presented for this option.

Under host site (Council) ownership of the solar and battery facility, a third party would be engaged to operate the facility. The operator would pay either a fixed fee (lower risk and lower reward) to the host site or a variable fee (higher risk and higher reward). The fixed fee payment would be an annual amount sufficient for Council to recover the inflation adjusted (3%) cost of its investment over the twenty years. The variable fee is 50% of the operational net surplus. Analysis for this model includes the project internal rate of return, which considers only those cash flows generated by the performance of the solar and battery facility. A second metric, the adjusted rate of return, considers both cash flows generated by the performance of the solar and battery facility and host site cost savings. Those sites with negative rates of return will not recover the cost of their investment over a ten year time horizon.

A summary of financial results for the CPP and Energy Node sites is presented in Table Two below.

Table Two. Site Proposal Details

Site	System Specifications	Capital Cost	Energy Rate and Energy Savings (excludes EV charger)	Licence Agreement IRR, ARR & payback (excludes EV charger)
Bright Childcare	Existing: 10 kW solar. Additional 60 kW solar on tilt frames. Addition of 50 kW/200 kWh flow battery.	Solar Capital Costs: \$72,000 Battery Capital Costs: \$298,800 Total: \$370,800	Block One (first 200 kWh per day): 19 c/kWh Block Two (above 200 kWh per day): 40 c/kWh Saving of \$7,174 per annum or 34% saving.	IRR: 7% Payback period: 5 yrs. ARR: 19.8%
Bright Pioneer Park	Existing: 15 kW solar and 15 kWh battery. Additional 35 kW solar on tilt frames. Addition of 50 kW/200 kWh flow battery.	Solar Capital Costs: \$74,400 Battery Capital Costs: \$274,200 Total: \$348,600	Block One (first 200 kWh per day): 20 c/kWh Block Two (above 200 kWh per day): 40 c/kWh Additional cost of \$417 per annum or 10%.	IRR: - 2% Payback period: >10 yrs. ARR: - 4.5%
Mount Beauty Sports Stadium	Existing: 23 kW solar, 30 kWh battery and generator. Additional 35 kW solar on tilt frames. Addition of 50 kW/200 kWh flow battery. Addition of 25 kW EV charger	Solar Capital Costs: \$62,000 Battery Capital Costs: \$275,400 Total: \$337,400 Potential structural engineering costs allow an additional \$40,000 EV charger costs \$50,000	Block One (first 200 kWh per day): 16 c/kWh Block Two (above 200 kWh per day): 40 c/kWh Saving of \$457 per annum or 11% saving.	IRR: 1% Payback period: >10 yrs. ARR: 0.5%

Myrtleford Showgrounds	<p>Existing: 35 kW solar and 22 kWh battery.</p> <p>Additional 160 kW solar on tilt frames.</p> <p>Addition of 150 kW/600 kWh flow battery.</p> <p>Addition of 50 kW EV charger.</p>	<p>Solar Capital Costs: \$259,200</p> <p>Battery Capital Costs: \$834,000</p> <p>Total: \$1,093,200</p> <p>EV charger costs: \$75,000</p>	<p>Block One (first 600 kWh per day): 20 c/kWh</p> <p>Block Two (above 600 kWh per day): 40 c/kWh</p> <p>Saving of \$1,529 per annum or 36% saving.</p>	<p>IRR: -3%</p> <p>Payback period: >10 Yrs</p> <p>ARR: -2%</p>
Myrtleford McNamara Rec Reserve	<p>Existing: none.</p> <p>Addition of 40 kW solar on tilt frames.</p> <p>Addition of 50 kW/200 kWh flow battery.</p>	<p>Solar Capital Costs: \$66,000</p> <p>Battery Capital Costs: \$298,800</p> <p>Total: \$364,800</p>	<p>Block One (first 200 kWh per day): 20 c/kWh</p> <p>Block Two (above 200 kWh per day): 40 c/kWh</p> <p>Saving of \$4,489 per annum or 27% saving.</p>	<p>IRR: 2%</p> <p>Payback period: 10 yrs</p> <p>ARR: 11.7%</p>
Dederang Rec Reserve/Memorial Hall	<p>Existing: none.</p> <p>Addition of 10 kW solar on tilt frames.</p> <p>Addition of 20 kWh flow battery.</p> <p>Addition of EV charger not possible due to transformer limitations.</p>	<p>Total capital costs: \$58,000</p>	<p>Between \$1,627 and \$2,376 in cost savings per annum.</p>	<p>None</p>
Dinner Plain School Community Centre	<p>Existing: none.</p> <p>Addition of 13 kW solar on tilt frames.</p> <p>Addition of 40 kWh flow battery.</p>	<p>Total solar and battery capital costs: \$110,000</p> <p>Total EV charger cost: \$75,000</p>	<p>No meter data for the site. Savings likely material given assumed site load.</p>	<p>None.</p>

	Addition of 25 kW charger			
Harrietville Community Hall	Existing: 10 kW solar PV, 16 kWh battery and a generator. Addition of 25 kW EV charger	25 kW EV Charger: \$55,000	No additional energy savings.	None.
Mudgegonga Community Hall	Existing: 5 kW solar. Addition of 10 kW solar. Addition of 20 kWh battery storage. Addition of 7 kW EV charger	Solar and battery capital cost: \$58,000 EV charger cost: \$40,000	Between \$723 and \$1,299 in cost savings.	None.
Running Creek Community Hall	Existing: 12 kVA generator. Addition of 12 kW solar. Addition of 20 kWh of battery storage.	Solar and battery capital cost: \$60,000	Between \$1,726 and \$2,450 in cost savings.	None.

3.3 Discussion

There is currently significant Federal and Victorian Government funding available for the delivery of community batteries. In the short term, government funding is required to subsidise the delivery of CPPs and projects are not financially viable without this support. In the mid-term, network tariffs and wholesale electricity prices are expected to change to be very low during the day and to be very high during the evening. This improves both the financial performance of the CPPs and the expected host site costs savings.

The five CPP's presented here are strong candidates for this funding and all could host a CPP facility. From a technical perspective, the best CPP site is the Myrtleford Showgrounds, which can host a very large solar and battery system. From a financial perspective, the strongest CPP sites are those that don't have an existing solar system, or have only a small solar system. The Myrtleford McNamara Reserve and the Bright Child Care have the strongest financial cases. Note: The Bright Childcare Centre is an unlikely candidate for a CPP as the site owner, Victorian Department of Education, is unlikely to agree to host the CPP facility.

It is assumed that government grant funding will pay for the total of the battery capex costs but not the solar capex costs. This cost would be covered by the solar and battery owner, whether the host site or a third party. If the host site chooses to cover this cost and own the solar and battery facility, Indigo Power, or a similar third party, would licence the use of the battery and maintain it. Modelling shows the host site would cover the cost of its investment under a licence arrangement over ten years at the McNamara Reserve, Bright Child Care and Mount Beauty Stadium. The life of the batteries proposed as a part of this project is between 15 and 20 years.

EV chargers have been designed and costed at the Mudgegonga Community Hall, Harrieville Community Hall, Dinner Plain School Community Centre, Myrtleford Showgrounds, and the Mount Beauty Sports Stadium. EV chargers have been designed to include sub-metering so they can be managed by either the host site or a third party.

CPP and energy node sites provide day to day benefits in the form of energy cost reductions, and energy resilience benefits through the supply of backup power to important emergency response sites. CPPs have the additional benefit of supplying significant amounts of locally generated renewable energy to local communities.

Contact

Ben McGowan

Managing Director

Email: ben@indigopower.com.au

Ph: 0400826236

ABN: 67 629 865 452

Company Name: Indigo Power Ltd

Get in touch

Indigo Power

Old Beechworth Gaol
Corner of William and Ford Streets,
Beechworth VIC 3747, Australia

www.indigopower.com.au

email: connect@indigopower.com.au

ph: 1800 491 739

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The Green
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Business for good

Alpine Shire Community Greenhouse Gas Inventory Report 2021-22



Prepared for Alpine
Shire Council by
Christophe Baudry

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Acknowledgement of Traditional Custodians

Alpine Shire Council acknowledges that the region known as the Alpine Shire is the traditional land of many First Nations peoples. We acknowledge all Traditional Owners as the custodians of their Country.

We acknowledge the First Nations peoples of Bpangerang, Dalka Warra Mittung, Dhuduroa Waywurru, Duduroa Dhargal, Gunaikurnai, Jaithmathang, Taungurung, and Waywurru.

We pay our respect to all Elders, past and present, and extend that respect to ancestors that guide through history and emerging leaders that will lead the way into the future.

We recognise the unique and continuous connections to Country for all First Nations peoples and, thank you for sharing your lands and cultures.

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About this Community Greenhouse Gas Inventory (Profile).

In October 2023, the Alpine Shire Council endorsed the Community Climate Action Plan Roadmap (the Roadmap), noting that a robust understanding of the sources and scale of GHG emissions across Alpine Shire is required to inform the development of a future Community Climate Action Plan.

The Roadmap included a high-level, community-wide GHG emission profile for Alpine Shire. This was produced via a desktop analysis using the Snapshot tool to estimate municipal GHG emissions. Snapshot is a free tool that takes state, national and international GHG emissions data and scales it to the municipal level to produce its emissions profiles. It rarely uses true local data. In order to progress to a community climate action planning phase, a more detailed and accurate community emissions profile is required.

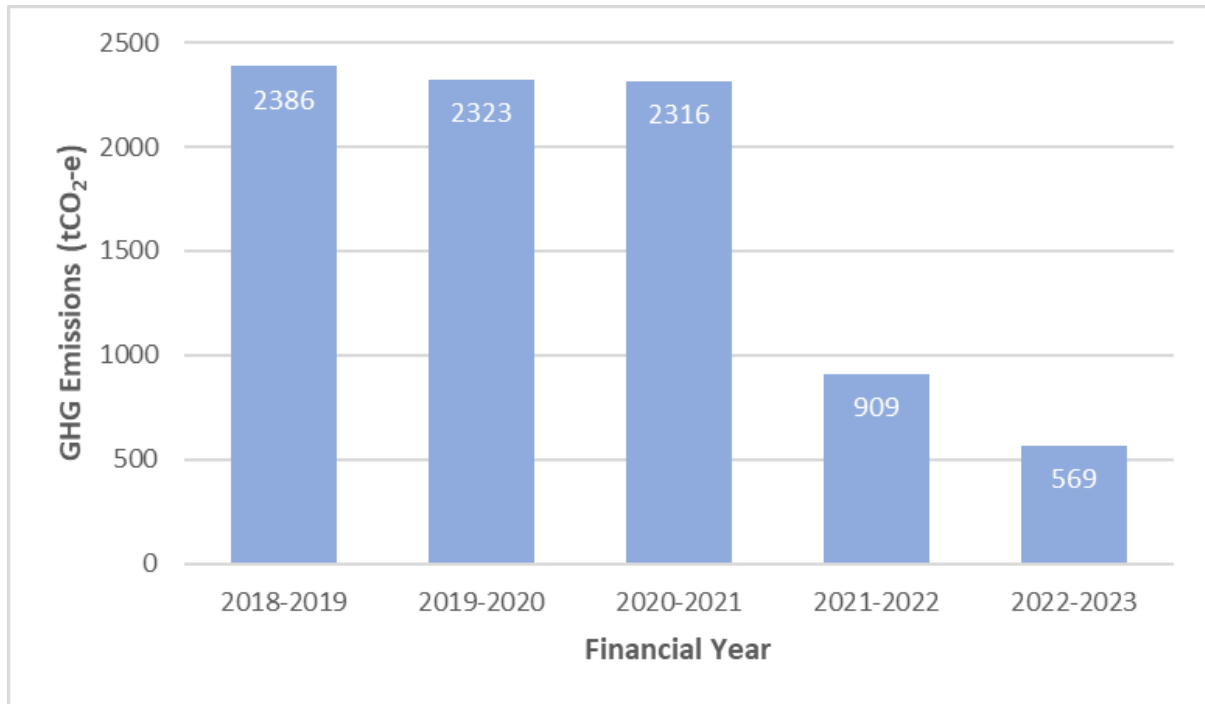
The objective of this assessment is to provide a refined community emissions profile that captures emissions from all contributors, including, at minimum, those identified in the Roadmap. This detailed community emissions profile is intended to support a more robust understanding of emissions sources and contributions in Alpine Shire and allow for more targeted and confidently monitored detailed actions over time.

1. Introduction

On November 9, 2021, the Alpine Shire Council (ASC) declared a climate emergency. Subsequently, it developed its own ASC Climate Action Plan to identify and mitigate corporate emissions.

Baseline GHG emissions from council operations were established by assessing available data from the FY 2018-19 onwards and, have been published and updated on an annual basis with steps taken to reduce or replace large portions of these emissions. (Figure 1).

Figure 1 Alpine Shire Corporate Emissions 2019-23

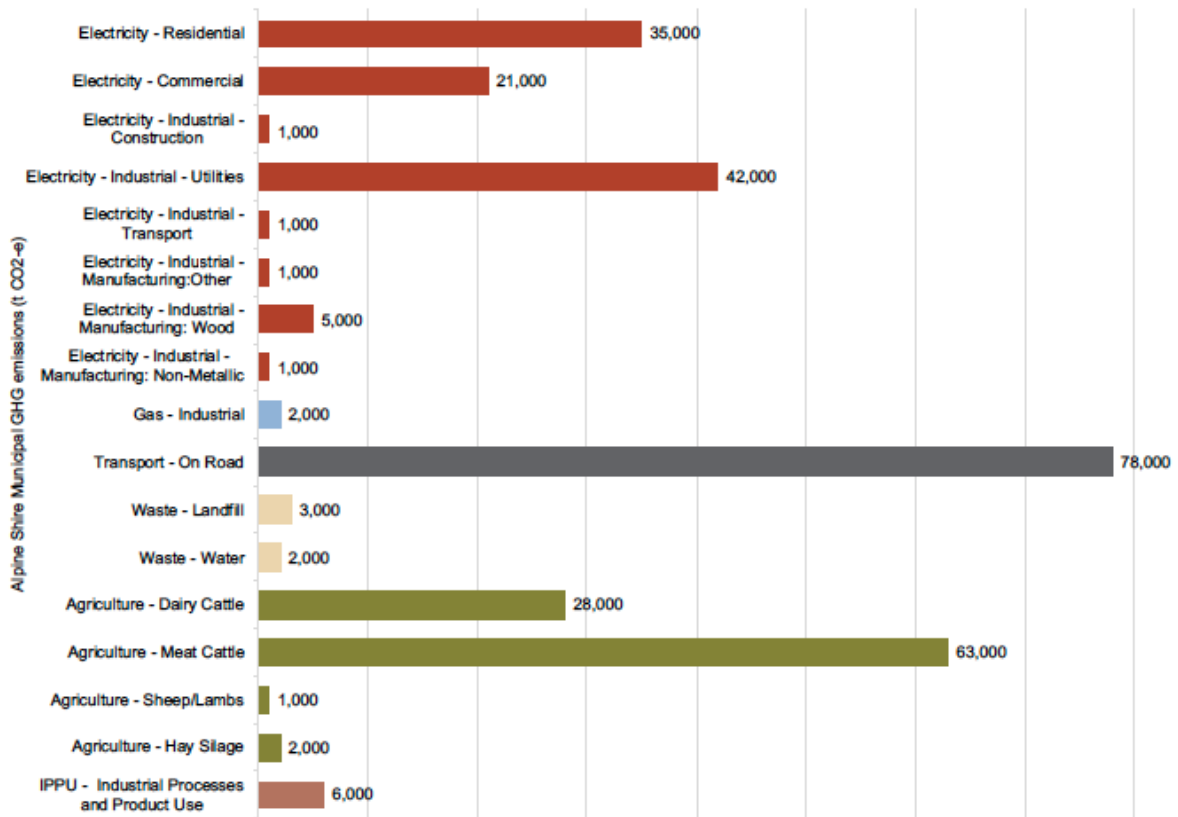


As seen above, the largest decrease resulted from the Alpine Shire Council switching to using 100% renewable electricity by signing onto the Victorian Energy Collaboration (VECO) Power Purchase Agreement (PPA) as of July 1st, 2021, to power local streetlights and council-operated assets. Further steps to reduce GHG emissions and more details are published in the [Alpine Shire Council Climate Action Plan 2021-24](#).

Council’s corporate emissions, as seen above, constitute only a very small percentage of overall GHG emissions attributable to the Alpine Shire municipality. As such and, as part of a longer-term climate action strategy, the Alpine Shire Council engaged with its stakeholders and HIP V. HYPE to define a [Community Climate Action Roadmap](#) first published in October 2023.

This roadmap analysed community emissions made visible through modelling in the [Snapshot tool](#) to gain a high-level understanding of the primary sectors and sources of emissions across the community. The Snapshot showed that the largest GHG emission sources are Electricity, Transport, and Agriculture (Figure 2).

Figure 2 Alpine Shire Municipal Emissions FY 2020/21 (see Roadmap pg 13 for more details.)



Source: HIP V/ HYPE GROUP PTY LTD 2023 [Alpine Community Climate Action Plan Roadmap](#).

A range of Action Opportunity Areas were identified, and feedback was received from internal and external stakeholders, i.e., councillors, community members and groups, and council staff, via meetings, workshops, and pop-up stalls at community events.

The roadmap makes recommendations regarding the actions and deliverables necessary to form the basis for the development of the Community Action Plan. As a next step, it calls for some additional supporting inputs, namely, a Detailed Community Emissions Profile, Target Benchmarking, and defining the Community’s role in action planning.

The Snapshot Tool relies on de-aggregating national GHG emissions datasets at the LGA level and GPC-compliant modelling. It is continuously being updated based on newly available national greenhouse gas accounts data and improvements to the [annual methodology](#) used to determine emissions. This approach ensures consistency for GHG accounting however, it also means that past published results are not stable and can increase or decrease significantly, as we see with the numbers for the Alpine Shire, which have changed for FY 2020-21 from 292 kt CO2-e at the time the roadmap was published in 2023 to now where total municipal emissions currently sit at 404 kt CO2-e based on this year’s improved methodology.

Further to this, the use of national datasets comes at the cost of including local activity data, resulting in some sources and sub-sectors being overlooked, e.g. forestry operations are omitted from Land Use and Land Use Change (LULUC) figures whilst agricultural emissions focus on dairy and

livestock but do not include horticulture as it's deemed to contribute <5% of the total emissions for the shire.

The roadmap called for a “bottoms up” approach to establishing a detailed community emissions profile derived from local emissions data where available. This would allow actions to be more targeted, and progress versus the baseline to be monitored over time.

This report outlines the approach and methodology used to generate this first baseline inventory of the Alpine Shire Community GHG Emissions Profile.

2. Background

To allow comparison to other emission data from prior studies across the Alpine Shire, it was requested that the same protocol be used and that the correct National Greenhouse Account Factors be applied for the inventory year.

2.1 GHG Protocol for Cities (GPC 1.1)

The [GPC](#) is a global standard that offers cities and local governments a robust, transparent, and globally accepted framework to consistently identify, calculate, and report on Community-Scale Greenhouse Gas Emissions. Voluntary reporting of community emissions generated through the [GPC methodology](#) is encouraged through the [CDP ICLEI track platform](#). As of Feb 2024 in Australia, 24 local governments are reporting through the platform, including Victoria LGAs for the City of Melbourne, the City of Yarra, and the Mornington Peninsula Shire Council. Part 2 of the methodology provided in the standard includes calculation guidance by emissions source on how to convert activity data to CO₂e values based on [national](#) and [state](#) conversion factors for each of the major source sectors and sub-sectors such as Transport and Stationary Energy and were used as a basis for this inventory.

2.2 Understanding Scope 1-3 Emissions

As per the GPC:

Scope 1 is “GHG emissions from sources located within the city boundary,” which are emissions emitted directly by a community member, whether an individual resident or business, in the course of their daily activities.

Scope 2 is “GHG emissions occurring as a consequence of the use of grid-supplied electricity, heat, steam and/or cooling within the city boundary” In the context of the Alpine Shire, these are the indirect emissions from purchased electricity.

Scope 3 includes " all other GHG emissions that occur outside the city boundary as a result of activities taking place within the city boundary," i.e., embodied energy from manufacturing goods imported into and purchased or used within the Alpine Shire.

2.3 National Greenhouse Gas Account (NGA) Factors

Annually, the Federal Department of Climate Change, Energy, the Environment and Water release new National Greenhouse Account Factors, which are methods to help companies and individuals estimate greenhouse gas emissions. As the baseline inventory year is set to 2021-22 FY, the corresponding [NGA Factors 2022](#) were used as a base for Transport and Energy calculations.

2.4 Carbon Dioxide Equivalent

Abbreviated as CO₂-e, this is the common measure for reporting on greenhouse gas emissions, usually in tonnes (t CO₂-e)

Greenhouse gases include Carbon Dioxide (CO₂), methane (CH₄), Nitrogen Oxide (N₂O), and synthetic GHGs such as Hydrofluorocarbons (HFCs), Perfluorocarbons (PFCs), Sulfur Hexafluoride (SF₆), and Nitrogen Trifluoride (NF₃). For the purposes of the inventory, these other gases are all converted to CO₂ equivalents using their Global Warming Potential.

Throughout this report, you will encounter references to kilo tonnes kt CO₂-e and tonnes t CO₂-e, depending on the sector-scale emissions being discussed.

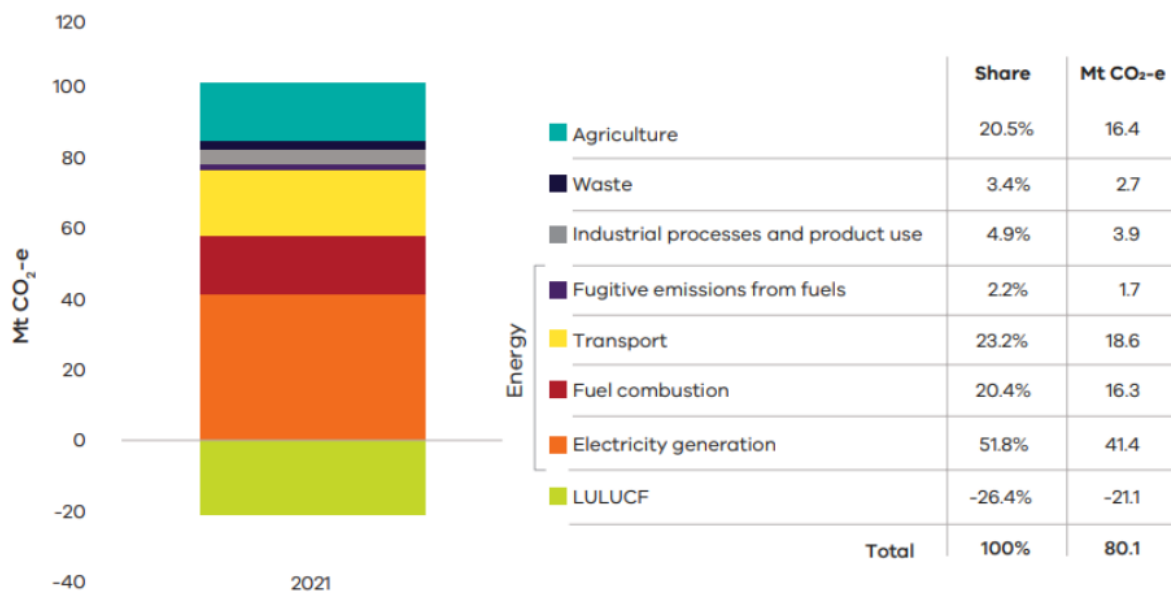
2.5 Data Sources

As previously stated, the roadmap calls for a bottom-up approach to developing the community's GHG emissions profile. Even if effort is made to access the most representative data, this can easily lead to data requests at a scale too small to be actionable. Selecting quality activity data at the appropriate level of granularity needs to be balanced against the time and effort required to collate, QC, generate, or adapt data for GHG inventory use.

Whilst it's important that all parts of the community are collectively engaged in taking steps to reduce GHG emissions, the return on investment can be increased by targeting opportunity areas where the biggest reductions in GHG emissions can be delivered. This was the case when the Alpine Shire Council switched to renewable energy by joining VECO effectively offsetting all of their Scope 2 emissions since FY 21-22. As a result, the approach used for this community GHG profile focused initially on the bigger sources and sectors to ensure these were well understood and accounted for before moving down to sectors and sources that had a smaller net emissions footprint. At the state level for Victoria, DEECA provides the following overview (

Figure 3) of GHG emissions by sector.

Figure 3 Victoria's greenhouse gas emissions by sector in 2021



Source: Department of Energy, Environment and Climate Action (DEECA), [Victoria GHG emissions report 2021](#),

Note: Victoria's latest greenhouse gas emissions data, published in 2023, is for the 2021 reporting year. Federal emissions data become available two years after each reporting year.

2.6 Activity Data

Activity data often does not align with the geographical boundary of the inventory or the time period; hence in some cases, it needs to be adapted and scaled. The Alpine Shire Council's GIS team provided the base data for localities, postcodes and the official LGA boundary. These were checked against publicly available data from [VicMap's webseivices](#) to remove any adjoining data due to the lack of common boundaries between some of these geographic features.

Localities under the administration of the Alpine Shire Council are demographically quite diverse, and many of them do not have a unique postcode. That said, postal areas are the lowest level of granularity available to analyse activity data across the Alpine Shire and convert these to CO₂-e emissions. The reference list below was used as a basis to build up the community emissions profile. The ski resorts of Falls Creek and Mt Hotham are excluded.

Postcode	Locality
3691	Coral Bank, Dederang, Glen Creek, Gundowring, Kancoona, Kergunyah South, Mongans Bridge, Running Creek, Upper Gundowring
3697	Tawonga
3698	Tawonga South
3699	Bogong, Falls Creek, Mount Beauty
3737	Abbeyard, Barwidgee, Buffalo River, Dandongadale, Gapsted, Havilah, Merriang, Merriang South, Mudgegonga, Myrtleford, Nug Nug, Rosewhite, Selwyn, Wonnangatta
3738	Ovens
3739	Eurobin
3740	Buckland, Mount Buffalo, Porepunkah
3741	Bright, Freeburgh, Germantown, Harrierville, Hotham Heights, Smoko
3744	Wandiligong
3862	Wongungarra
3898	Dinner Plain

Further geographic data from [Natural Resource Management Zones](#) (North East) and ABS Statistical Areas 4 (Hume) was accessed in order to support the analysis of larger datasets from various industry and government organisations such as Meat and Livestock Australia, North East Water, North East Catchment Management Authority and Agriculture Victoria. The Snapshot tool also uses SA4 data to carry out temporal scaling of agricultural commodities data at the LGA level. The Hume SA4, to put things into context, stretches from Kilmore in the South West to Wahgunyah in the North and Corryong in the East, so one could argue it's quite diverse in nature, which would lead to quite some variance vs the real world when applying that SA4 at the LGA level.

3. Methodology by source & sector

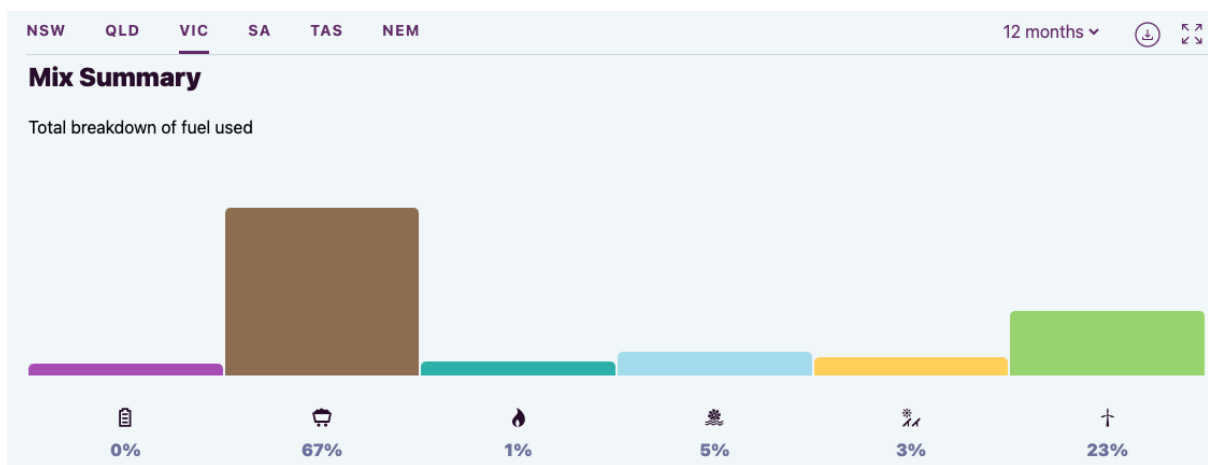
As per the GPC and as seen in the Alpine Climate Action Plan Roadmap and the Victorian GHG emissions report, it’s necessary to break down emissions into sectors and sub-sectors in order to correctly account for each emissions source. From the most intense to the least, these are the primary sectors contributing to community emissions across the Alpine Shire.

3.1 Electricity

As this sector represents over half of all GHG emissions in the state of Victoria, it’s key to understand trends on both the generation and consumption sides of this sector.

The Australian Energy Market Operator’s NEM Dashboard (Figure 4) shows the composition of the fuel mix that power the energy grid for most states, including Victoria, in real time and for up to the previous 12 months.

Figure 4 Australian Energy Market Operator NEM Dashboard Victoria generation mix (12 months to June 2023)



Source: Australian Energy Market Operator [National Electricity Market \(NEM\) Data Dashboard](#)

This data confirms that whilst household solar penetration continues to rapidly increase, with currently over 1/3 of households nationally having installed PV panels, the overall contribution from rooftop solar is still quite limited in Victoria when compared to other renewables like wind. The current government plan is to phase out the use of coal by 2035, replacing it with renewables, and AEMO has already factored this into its latest [Draft 2024 Integrated System Plan](#). As more renewable energy sources contribute to the state grid in Victoria, the NGA factor for Scope 2 electricity emissions, which has been falling steadily by ~15% in the past 10yrs will continue to decrease. Should the government deliver on the above, this will result in a further significant reduction in GHG emissions both at the state and LGA level; however, that’s still over 10 years away, which brings us

back to electricity consumption now and what individual community members can do at home and in their businesses.

For this, utility data from AusNet, solar data from the Clean Energy Regulator, and available activity data from key emitters were used as the basis for the energy calculations.

3.1.1 Residential and Commercial Electricity Usage

AusNet shares annual energy usage from within their electricity distribution network for net metered energy of customer connections. The data is de-identified, segmented by postcode and local government areas and grouped by customer type (business & residential). In addition, the data includes embedded solar generation figures for the reporting period, which is important for GHG reporting as these presently offset more than 15k tonnes of CO₂e in the Alpine Shire. AusNet does not include information about unmetered energy, energy losses or any data with fewer than 10 customers on the last day of the reporting period for privacy reasons.

In addition, AusNet was contacted directly to confirm that larger industrial customers are being included in their dataset, as users of past extracts have expressed concern about this.

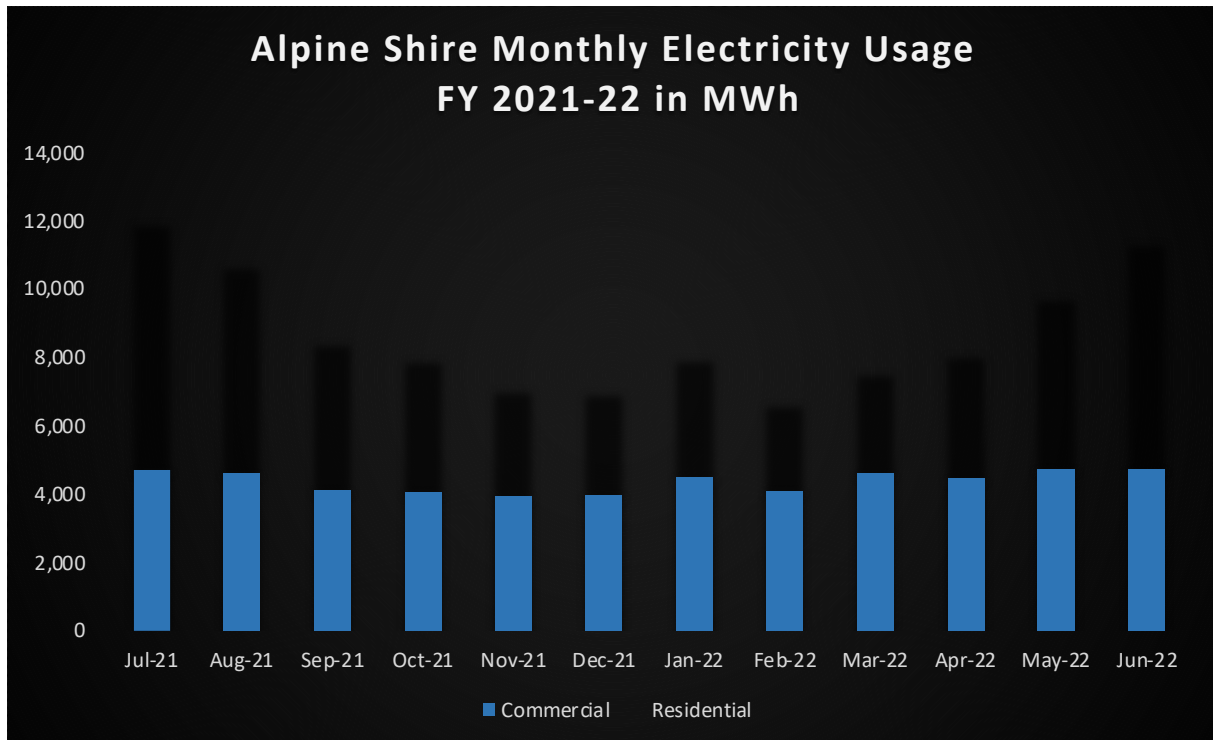
All consumption data from AusNet is provided in kWh and needs to be converted to CO₂-e using the NGA factors for the corresponding inventory year. In this case, the following factors were used as per Table 1 of the [NGA Factors 2022](#).

Table 1 Indirect (Scope 2 and Scope 3) emissions from consumption of purchased electricity from a grid

State, Territory or grid description	Scope 2 Emission Factors		Scope 3 Emission Factors	
	kg CO ₂ -e/kWh	kg CO ₂ -e/GJ	kg CO ₂ -e/kWh	kg CO ₂ -e/GJ
New South Wales and Australian Capital Territory	0.73	202	0.06	15
Victoria	0.85	238	0.07	20

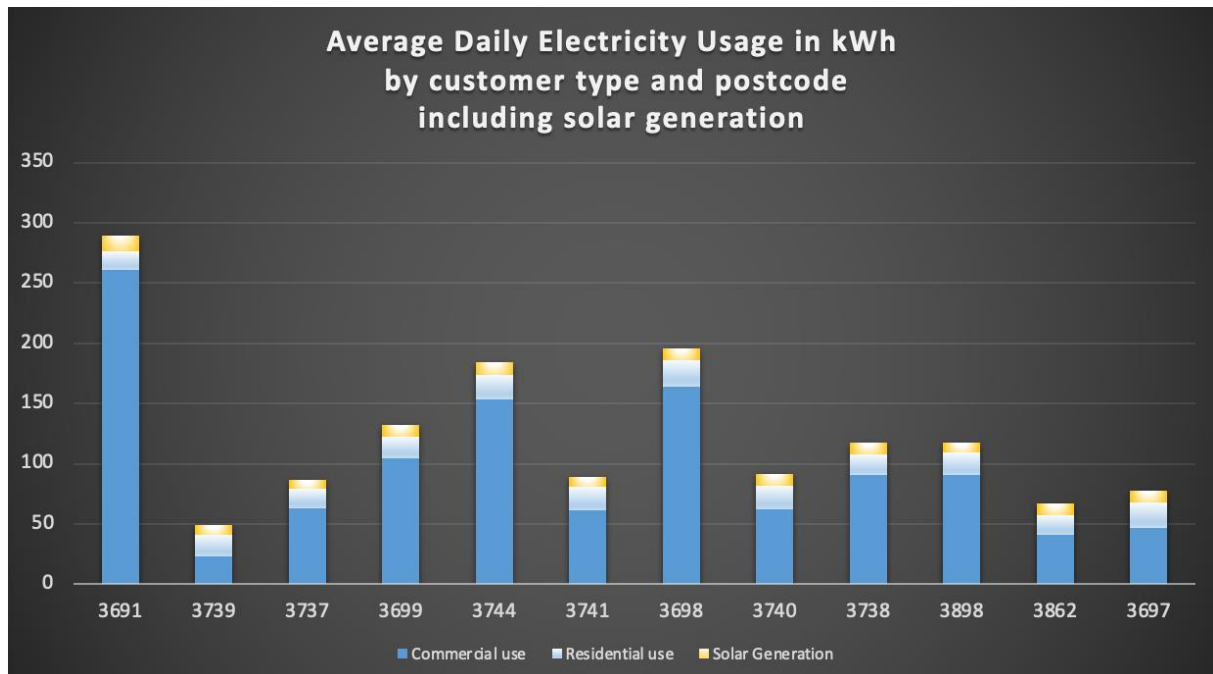
Source: Australian Government DCCEEW, [National Account Factors 2022](#)

Table 2 below represents monthly electricity usage by customer type within the Alpine Shire for the inventory year in MWh (1000 kWh) with the noticeable up to 3 x increase in residential use during winter months.



Source: AusNet [Energy Usage Data 2021-22](#)

Table 3 below represents the average daily consumption by customer type and postcode for postcodes represented in the Alpine Shire. * As per other datasets, some postcode areas encroach into neighbouring LGAs, so the numbers are higher for these.



Source: AusNet [Energy Usage Data 2021-22](#)

3.1.2 Industrial Electricity Usage

At the time of reporting, the Energy Group within the Victorian Government DEECA is still working with the Distributed Network Service Providers to improve the annual aggregated consumption data release and further split out electricity usage data according to the sub-sectors that align with the GPC protocol (planned for August 2024). For the ASC community emissions baseline, as that data was not available from AusNet, the industrial energy use was calculated from the overall consumption provided by the regional DSNP, AusNet, and apportioned with the percentages visible in the corresponding Snapshot release for that sub-sector which were themselves in part based on the ANZSIC codes for business registration in the Alpine Shire.

3.1.3 Small Scale Solar Energy

Recent data from the Clean Energy Regulator related to the [Small Scale Solar Scheme](#), showed that when comparing the number of buildings to small-scale solar installations across postcodes in the Alpine Shire, penetration rates currently ranges from 32% (Dinner Plain) to over 60% throughout the Kiewa Valley - well above the current national average of currently 30%. At the Alpine Shire Level, penetration is just short of 50%, with an average system size of 6.3 kWh. With an assumed annual output just short of 40 MWh, existing small scale solar systems across the Alpine Shire postcodes have the potential to offset up to 60 kt CO₂-e each year.

That said, AusNet reported 18 MWh of embedded solar energy across the ASC postcodes for the inventory year, which resulted in a saving of just over 16 kt CO₂-e. This number was subtracted from the overall energy sector emissions; however, as only excess energy from small-scale solar is exported back to the grid, the delta of 44 kt CO₂-e is further offset through consumption behind the meter.

Table 4 shows the Q1 2024 Small Scale Solar data for Alpine Shire Postcodes. ** totals are higher due to municipalities outside the Alpine Shire being represented in some postcode areas.*

Postcode	# Small Scale Solar Installations	Current Capacity (kWh)	Avg Capacity (kWh)	# Dwellings	% Penetration	t CO ₂ -e Saving	Alpine Municipalities
*3691	2635	17644	6.70	4416	60%	26808	Coral Bank, Dederang, Glen Creek, Gundowring, Kancoona, Kergunyah South, Mongans Bridge, Running Creek, Upper Gundowring
3697	150	858	5.72	277	54%	1273	Tawonga
3698	283	1475	5.21	555	51%	2158	Tawonga South
3699	194	1228	6.33	595	33%	1797	Bogong, Falls Creek, Mount Beauty
3737	872	5542	6.36	2047	43%	8420	Abbeyard, Barwidgee, Buffalo River, Dandongadale, Gapsted, Havilah, Merriang, Merriang

							South, Mudgegonga, Myrtleford, Nug Nug, Rosewhite, Selwyn, Wonnangatta
3738	46	285	6.20	84	55%	432	Ovens
3739	48	426	8.88	93	52%	638	Eurobin
3740	262	1519	5.80	501	52%	2279	Buckland, Mount Buffalo, Porepunkah
3741	781	4707	6.03	2059	38%	7059	Bright, Freeburgh, Germantown, Harrietville, Hotham Heights, Smoko
3744	114	577	5.06	270	42%	866	Wandiligong
*3862	709	4203	5.93	1494	47%	6001	Wongungarra
3898	148	875	5.91	460	32%	1257	Dinner Plain
TOTALs	6,242	39,339	6.30	12,851	49%	58,988	

Source: Australian Government: Clean Energy Regulator [Small-scale installation postcode data \(May 16 2024\)](#)

3.1.4 Air Source Heat Pumps (ASHP)

According to Sustainability Victoria, heating and hot water represent 60% of home energy costs. Due to their high coefficient of performance, air source heat pumps generate heat more efficiently than traditional hot water systems and run at 1/3 of the energy of traditional electric hot water systems.

Like small-scale solar, the rate at which residents are switching to these efficient solutions for heating applications can provide insight into the potential future savings in terms of CO₂-e.

Table 5, based on the latest April 2024 data from the Clean Energy Regulator, shows that 16% of dwellings in the Alpine Shire postcodes have already installed ASHP, with 72% of those installed in the past 3 years. ** totals are higher due to municipalities outside the Alpine Shire being represented in some postcode areas.*

Postcode	# Air Source Heat Pumps installed Jan-2011 - Apr 2024	# Air Source Heat Pumps installed Jan 2021-Apr 2024	# Dwellings	% Penetration	% of total installed in last 3yrs
*3691	356	275	4416	8%	77%
3697	61	52	277	22%	85%
3698	127	85	555	23%	67%
3699	126	92	595	21%	73%
3737	388	283	2047	19%	73%
3738	11	8	84	13%	73%
3739	19	14	93	20%	74%
3740	112	68	501	22%	61%
3741	338	236	2059	16%	70%
3744	39	24	270	14%	62%
*3862	491	341	1494	33%	69%
3898	14	14	460	3%	100%

TOTALs	2,082	1,492	12,851	16%	72%
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Source: Australian Government: Clean Energy Regulator [Small-scale installation postcode data \(May 16 2024\)](#)

3.2 Biomass Emissions

A note on emissions from the burning of dry wood (biomass) for household heating as this can be a source of confusion and double counting. Accounted for as “stationary combustion of solid fuels”, the guidance from the IPCC was updated in 2019 and reiterated the 1995 guidelines that biomass and biomass-based products, even if emissions physically take place in another sector (e.g. Energy), are to be accounted for in the Land Use sector. The notion of using biomass for home heating from a sustainability perspective, should also be put into context as it depends entirely on the source of the wood and on the timeframe for sequestration by subsequent forest regrowth. The density of the timber being burnt has a direct relationship to the amount of energy and carbon released during combustion, which is why in Australia, slow-growing native hardwood is favoured for this application, and this type of timber takes decades to regrow in typical Australian conditions.

From an emissions perspective, greenhouse gases such as methane and nitrous oxides are released through the combustion of biofuels. However, the majority of the gas released is carbon monoxide, which, whilst being a harmful pollutant in itself, only has an indirect effect on the amount of GHG in the atmosphere, such as lower atmospheric ozone. From a carbon accounting perspective, emissions from the burning of biomass are estimated and included as an information item only; those emissions are not included in Scope 2 totals as per the GPC in the energy sector.

The Australian Capital Territory, specifically, which has struggled with bad air quality due to the slow combustion of wood heaters in its valleys, now includes emissions of methane and nitrous oxide from the sale of wood fuel in its [ACT Greenhouse Gas Inventory](#). It has a range of programs and rebates in place to encourage people to replace their wood heaters and switch to more sustainable alternatives <https://www.climatechoices.act.gov.au/energy/energy-efficiency>

Well over 3000 cubic meters of firewood is sold annually across the Alpine Shire, and most likely, the same amount, if not more, is harvested by residents in native wood collection zones. As per the NGA factors 2022, dry wood has an energy content factor of 16.2 GJ/t and a combined GHG emission factor from methane and nitrous oxide released during combustion of 1.2 kg CO₂-e/GJ. Based on a conservative estimate of 3000 tonnes of firewood approximately 60 t CO₂-e would be emitted.

3.3 Gas use

Gas is used as a primary source of energy for cooking and heating by residents across the Alpine Shire. Most municipalities across the Alpine Shire are not connected to the national gas network and need to rely on either 45kg bottles delivered to their premises by a range of local resellers or larger tanks that are refilled by tankers from suppliers such as Elgas and Supagas. All of the above were contacted in order to provide their average annual gas distribution figures across the Alpine Shire. The total volume, along with the NGA factors, were then used to estimate the CO₂-e related to Gas use. Unfortunately, limited data was available from the larger distributors, so organisations such as Alpine Health, who operate 4 larger facilities across the shire, were also sent data requests.

3.4 Transport

Consistent with the bottom-up approach, the “Fuel Sales Method”, which relies on the total fuel sold within the boundary of the inventory (ref GPC 7.3), was chosen in order to determine transport emissions. In addition to the total volume of fuel sold, this method requires an understanding of the composition of the vehicle fleet. For this [ABS vehicle fleet census data for 2021](#) was used as an accurate measure of the breakdown between Petrol and Diesel vehicles.

Instead of contacting each fuel vendor across the Alpine Shire, the major distributor in North East Victoria was contacted in order to gain accurate fuel distribution volumes across local refuelling stations. These numbers were cross-referenced against actual known volumes from recent EOI data for the Shell service station in Bright. By applying NGA factors for transport, the fuel volumes sold and consumed from within the Alpine Shire were converted to t CO₂-e based on respective NGA Factors.

Further to this, and consistent with the Alpine Community Climate Action Plan Roadmap, an updated footprint on tourism-related transport emissions was calculated to account for 50% of emissions relating to tourism trips originating from outside the Alpine shire. This was done based on the latest Alpine Shire Tourism data instead of apportioning 1/3 of High-Country Tourism trips to the Alpine LGA.

Finally, several larger transport users with onsite fuelling facilities, such as civil engineering businesses, were contacted to obtain their fuel consumption data, which was converted to CO₂-e.

3.5 Agriculture

Correctly calculating agricultural emissions requires an in-depth understanding of the entire farm ecosystem, including but not limited to seasonal growing conditions, amounts of fertiliser used, herd numbers and gains in live weight, the type of fodder, the amounts of pastures and trees on the property which actively sequester carbon, the output in terms of yields, trends in soil carbon content etc.

For the purpose of generating emissions inventories, industry associations such as [Meat and Livestock Australia](#), [Dairy Australia](#) and others listed on the [Agriculture Victoria website](#) have all independently developed their own Carbon Calculators over the years and made these available to members. These calculators continuously evolve and consider all the inputs and production outputs discussed above to accurately estimate GHG emissions intensity. Through the initiative under Agricultural Innovation Australia, we are starting to see standardisation and consolidation occurring with a newly launched cross-sector [environmental accounting platform](#) launched in late May 2024 in partnership with many industry associations.

As per the Alpine Shire Economic Development Strategy 2021, almost a quarter of Alpine businesses operate in the agricultural sector. For the purposes of the Alpine Shire’s Agricultural emissions calculations, going into detailed analysis at the farm gate level would mean approaching over 350 businesses which is well beyond the level necessary to generate this inventory. Industry bodies such as Agriculture Victoria, Dairy Australia, the Australian Wine Research Institute, and Horticulture

Australia, along with key local growers such as local livestock agents, the Mountain Milk Cooperative, HPA and the larger local wine producers, were contacted.

3.5.1 Livestock Emissions

As per the Snapshot data, enteric methane emissions from livestock constitute the greatest proportion of overall agricultural emissions at over 99% of the 93 kt CO₂-e reported for FY 20-21. These numbers were based on the [ABARES Commodities Data for 2021 by LGA, which have subsequently been updated based on industry monitoring from June 2022](#) and are [reported by the ABS](#). The year on year trends showed the following changes in Victorian herd numbers between FY 20-21 and 21-22 for meat cattle of +3%, dairy cattle -11% and sheep -5%. This results in the following estimated herd numbers for the Alpine Shire: Table 6.

Livestock # Alpine Shire	ABARES Census FY 20-21	ABS estimates FY 21-22
Beef Cattle	38,002	39,142
Dairy Cattle	9,916	8,825
Sheep	4,237	4,025

The above numbers were used to project emissions from livestock operations into the inventory year.

Beef Cattle and Sheep

Agriculture Victoria and the North East Catchment Management Authority are working with local farmers to help them deploy the latest Carbon Accounting systems. Most recently, Agriculture Victoria published its 2022-23 GHG Farm Monitor Annual Report, which showed a strong correlation between livestock numbers per farm and scope 1-2 emissions. The findings also show that the emissions intensity increased vs the 3-year average by over 25% for beef due primarily to farmers choosing to grow their herds. When multiplying these emissions intensities for Northern Victoria by the latest ABS livestock numbers for the Alpine Shire, we see a considerable delta between enteric emissions from livestock and the estimates in the original Snapshot.

Dairy Cattle

Dairy Australia provides a high level breakdown of sub-sector sources for dairy farm emissions on their [website](#) and states that enteric methane constitutes 58% of dairy farm emissions.

When you factor in the 11% contraction in herd numbers, Agriculture Victoria's RISE modelling of Dairy production produced by BDO EconSearch showed a 5.3% growth in dairy output during FY 21-22 (fewer animals generating more output).

As the output more accurately reflects emissions intensity for Dairy herds, that number, combined with Dairy Australia's breakdown, was used to scale the dairy emissions to FY 2021-22 for the Alpine Shire. For future inventory updates, it would be interesting to access data from the Victorian Government's Emissions Pilot program, as some local growers are taking part and have historical farm emission data for over five years available.

3.5.2 Horticulture

Emissions from this agricultural sub-sector were assumed to be <5% of agricultural sector emissions and omitted in the Snapshot. For that reason, this inventory was given more focus. With ideal growing conditions year-round, the valleys of the Alpine Shire sustain an ever-expanding range of horticultural industries from apples to yuzu, hazelnuts, walnuts and chestnuts, hops, vineyards, olives, berries, and edible pumpkin seeds, to name a few. For privacy reasons, the sub-sector emissions for horticulture are tallied together for the purpose of this inventory.

Hops

Hop Products Australia, which operates farms along the Ovens and Buffalo rivers, has been reporting on its carbon footprint since 2017 and recently completed a more detailed lifecycle analysis of its operations. The emissions intensity from these latest findings has been included.

Wine

Many vineyards operate through the Alpine Shire, which makes gathering emission data at the enterprise level challenging. For this reason, after discussing with the Australian Wine Research Institute (AWRI) an approach was taken based on volumes of wine produced within the Alpine Shire. The larger, more visible producers provided their production averages, which, when combined with baseline emissions intensity from AWRI and Wine Australia, allowed for the calculation of the estimated footprint of the local wine industry.

Apples, Berries

Horticulture Australia provides baseline emission data for various crops. These numbers, combined with the average yield from local apple orchards, were used to determine emissions for local growers.

3.6 IPPU & Corporate GHG emissions for other sectors.

IPPU stands for Industrial Processes and Product Use.

Reporting of scope 1-2 GHG emissions through the National Greenhouse and Energy Reporting Scheme (NGER) is currently an obligation annually only for a [subset of Australian entities](#) that meet strict criteria based on emissions volume thresholds. For the reporting year of this inventory FY 21-22 [871 entities](#) were registered on the national Emissions and Energy Reporting System (EERS). Under new International Financial Reporting Standards (IFRS S1-2) released in June 2023, sustainability and climate-related financial disclosure requirements will need to be published alongside financial statements, meaning a significant increase in the number of entities needing to gather and report on their emissions over coming years. The Australian Accounting Standards Board is currently updating the Australian Sustainability Reporting Standards accordingly and gathering feedback on a proposed phased rollout 2025-28, initially targeting larger entities exceeding thresholds for the number of employees, consolidated assets, or revenue. That said, several entities operating in the Alpine Shire have already published this type of information for a number of years.

Plywood

Carter Holt Harvey publishes their net CO₂ emissions for all their operations across Australia and New Zealand as part of their [annual ESG report](#). No further breakdown of this data could be provided in order to allocate emissions originating from their operations within the Alpine Shire. Their Myrtleford site is part of the National Pollution Inventory; however, GHG emissions have not been disclosed through the NEPM since November 2008, but rather through the National Greenhouse and Energy Reporting (NGER) scheme.

Concrete

Concrete represents between 8-9% of all global carbon emissions. 90% of those emissions come from the production of clinker which requires baking of limestone in kilns at temperatures up to 1,450 degrees Celsius. For the purposes of this community inventory, those emissions are defined as Scope 3 and not included; however, Mawsons Concrete and Quarries, who operate multiple plants across the Alpine Shire and have switched to using [renewable electricity to offset their Scope 2 emissions](#) since 2020 were able to calculate and provide their Scope 1 emissions for their operations across the Alpine Shire.

Hydro Electricity

According to the International Hydropower Association, the IPCC estimates that the average [emissions intensity for Hydro Electricity generation is 24g CO₂-e/kWh](#) of electricity generated. AGL, which operates the Kiewa Hydro Scheme, states that it produces, on average, 404 GWh of electricity from the 4 power stations in the Kiewa Valley that comprise this scheme. As a result, just short of 10 kt CO₂-e are emitted by AGL in its annual operations of the Kiewa Hydro-electricity scheme. To put this into context generating the 404 GWh of electricity using the 21-22 NGA factors for the Victorian grid would result in emissions of 388 kt CO₂-e. AGL publishes a range of [Environmental Data](#) on their website.

Brewing

Craft breweries operating in the Alpine Shire will, proportionally to production volumes, have a slightly higher carbon footprint than the large-scale operations active in Australia's capital cities that can afford to implement expensive high-tech solutions to sequester some of their GHG emissions. That said, local brewers in the Alpine Shire have been leading the way with sustainable initiatives to reduce their footprint on the natural environment. Carbon accounting for some began over 10 years ago and led to the deployment of large-scale rooftop solar systems, virtual power plants and other operational improvements to reduce inputs and waste, recover energy, and recycle throughout the brewing lifecycle.

3.7 Water and Waste Water

With the exception of Dinner Plain, which is serviced by East Gippsland Water, [North East Water](#) (NE Water) is the sole water service provider across North East Victoria and the Alpine Shire.

NE Water defined and implemented their [environmental strategy](#) based on 10-20 year horizons in line with the UN sustainable development goals back in 2017. Climate Change Response is a key focus area as part of their ISO14001 Environmental Management System certification and reducing both Scope 1 and Scope 2 carbon emissions is an important plank of NE Water's climate change response.

NE Water is committed to 100% electricity generated by renewables by 2025 and net-zero emissions by 2035. As a result, NE Water is ambitious about understanding and reducing its environmental footprint, including greenhouse gas emissions. NE Water measures scope 1-2 GHG emissions generated from their operations annually for each site. These include all of their water and sewage pumping and treatment stations and their operational depots, with consolidated figures published in their [annual report](#). Upon request, NE Water's Carbon and Energy Specialist provided a detailed breakdown of emissions for all their assets and operations within the Alpine Shire, which totalled over 2k t CO₂-e for the past year.

North East Water has already implemented a number of major projects, like the 3MW solar farm at the West Wodonga wastewater treatment plant, which reduced its emissions by roughly 4,500 t CO₂-e, and they have much more ambitious projects in the pipeline, such as the [\\$75M upgrade](#) to that same facility which could deliver a further 50% or 6.5k t CO₂-e reduction in their emissions by capturing and reusing methane biogas. That said, none of these upgrades has so far had an impact in reducing emissions within the Alpine Shire, so it's deemed appropriate to use the most recent available figures for this baseline inventory.

3.8 Waste and Recycling

Community waste is collected from properties and transfer stations and transported to landfill sites outside of the Alpine Shire. Consequently, waste-related emissions in our official community emissions profile only account for the transportation of waste to landfill sites, not for methane emissions from the landfills that the waste is transported to. The Alpine Shire has direct access to waste and recycling collection and transfer data from its waste service providers through monthly billing. This data was used to determine the annual CO₂ emissions.

For information purposes only, and not included in the official community emissions profile landfill emissions resulting from community waste can be calculated using the National Greenhouse Accounts Factors and the tonnage of waste produced by the community. Council's waste collection contractor records the weight of waste collected from within the Shire, which for the 2021/22 Financial Year was approximately 4,400 tonnes. This represents 7,040 t CO₂-e. Combined with the emissions resulting from the transportation of waste to landfill sites, total community waste emissions for the 2021/22 Financial Year were 7,320.8 t CO₂-e, representing 2% of total community emissions.

Further to this, emissions from Council's closed landfill sites are included in Council's corporate emissions. With the closed landfill capping exercises now completed for the Porepunkah Transfer Station, a new emissions baseline will need to be calculated for capped landfill sites across the Alpine shire and added to future updates of the overall emissions profile.

3.9 Land Use, Land Use Change, Forestry

3.9.1 Soil Carbon

The benefits of increasing organic matter and soil carbon content are well known; however, little data is currently available to quantify the amount of sequestration that is ongoing across properties throughout the Alpine Shire.

3.9.2 Forestry

Hancock Victoria Plantations (HVP) operates plantations across the Alpine Shire and clearly states its commitment to NetZero by 2030 in its [Climate Commitment Statement](#). They are working towards reducing their GHG emissions, completed a baseline analysis of their footprint in FY 2021 and released their most recent climate disclosure report in Dec 2023 for FY 2022. This showed a small increase in Scope 1-3 emissions of 4% due mostly to increased harvesting operations. As carbon is continuously being sequestered in growing forests and in harvested wood products at a rate that exceeds emissions being generated through operations, HVP was able to report Net negative CO₂-e for FY 2022. An estimate based on the proportion of their forest operations located in the Alpine Shire provided by HVP has been used for this inventory, including the net reductions from sequestration in their managed plantations.

3.9.3 Bushfires and Tree Removal

Public land makes up 92 per cent of Alpine Shire. In areas identified as State and National Parks, State Forests, and Nature Reserves, natural disasters such as the 2019-20 bushfires can generate large amounts of GHG emissions. Whilst the extent of the fires that affected North East Victoria in 2019-20 has been [published](#), the CO₂ emissions related to this event fall outside of the inventory year for the purposes of this community emissions profile.

Modelling of tree canopy cover from Watch for the period 2021-22 shows that approximately 700ha of tree cover were lost across the Alpine Shire. However, without the ability to break down the data between native forests and plantations or calculate the rate of regrowth, estimating the related carbon footprint would not be reliable, so the relative impact of this change has not been included in this baseline.

4. Findings

4.1 Emissions Profile

Below is a summary of the initial baseline report of the Alpine Shires Community Emissions Profile for the inventory year FY 2021-22 further details can also be found in Appendix 1.

It shows the total emissions per source, sector, and sub-sector calculated according to the methodology outlined in Section 3 of this report and compared to the latest Snapshot figures.

As represented in blue (column 3) in **Error! Reference source not found.**, based on the latest available local activity data, the Alpine Shire's net greenhouse gas community emissions in 2021-22 were calculated at **354.9** kilo tonnes of carbon dioxide equivalent (kt CO₂-e) which is slightly below the 355 kt CO₂-e modelled in the latest Live Snapshot.

Figure 5 Alpine Shire Baseline Community GHG Emissions Profile (2021–22)

DATA SOURCE	Alpine Climate Action Plan Roadmap Historical		Alpine Community Emission Baseline 21-22	
	Snapshot	Alpine Snapshot Live Data	Alpine Snapshot Live Data	Alpine Snapshot Live Data
EMISSION SOURCE / INVENTORY YEAR	FY21	FY21	FY22	FY22
Electricity - Residential	35,000	48,000	37,385	45,000
Electricity - Commercial	21,000	20,000	44,593	20,000
Electricity - Industrial - Construction	1,000	1,000	820	1,000
Electricity - Industrial - Utilities	42,000	5,000	4,099	5,000
Electricity - Industrial - Transport	1,000	n/a	2,459	n/a
Electricity - Industrial - Manufacturing Other	1,000	15,000	2,459	13,000
Electricity - Industrial - Manufacturing Wood	5,000	n/a	6,558	n/a
Electricity - Industrial - Manufacturing Non-Metallic	1,000	n/a	2,459	n/a
Gas - Industrial (Residential in baseline)	2,000	2,000	372	2,000
Transport - On Road	78,000	205,000	120,333	149,000
Waste - Landfill	3,000	3,000	281	3,000
Waste - Water	2,000	2,000	2,010	2,000
Agriculture - Dairy Cattle	28,000	28,000	34,275	33,000
Agriculture - Meat Cattle	63,000	63,000	67,138	72,000
Agriculture - Sheep/Lambs	1,000	1,000	6,904	n/a
Agriculture - Hay Silage + horticulture	2,000	1,000	7,626	n/a
IPPU - Industrial Processes and Production Use	6,000	10,000	9,945	10,000
LULUCF - Land Use, LU Change and Forestry	n/a	n/a	5,201	n/a
TOTAL	292,000	404,000	354,917	355,000

Sources: Alpine Shire Climate Action Plan Roadmap (HIPvHYPE), [Snapshot](#) (Ironbark Sustainability).

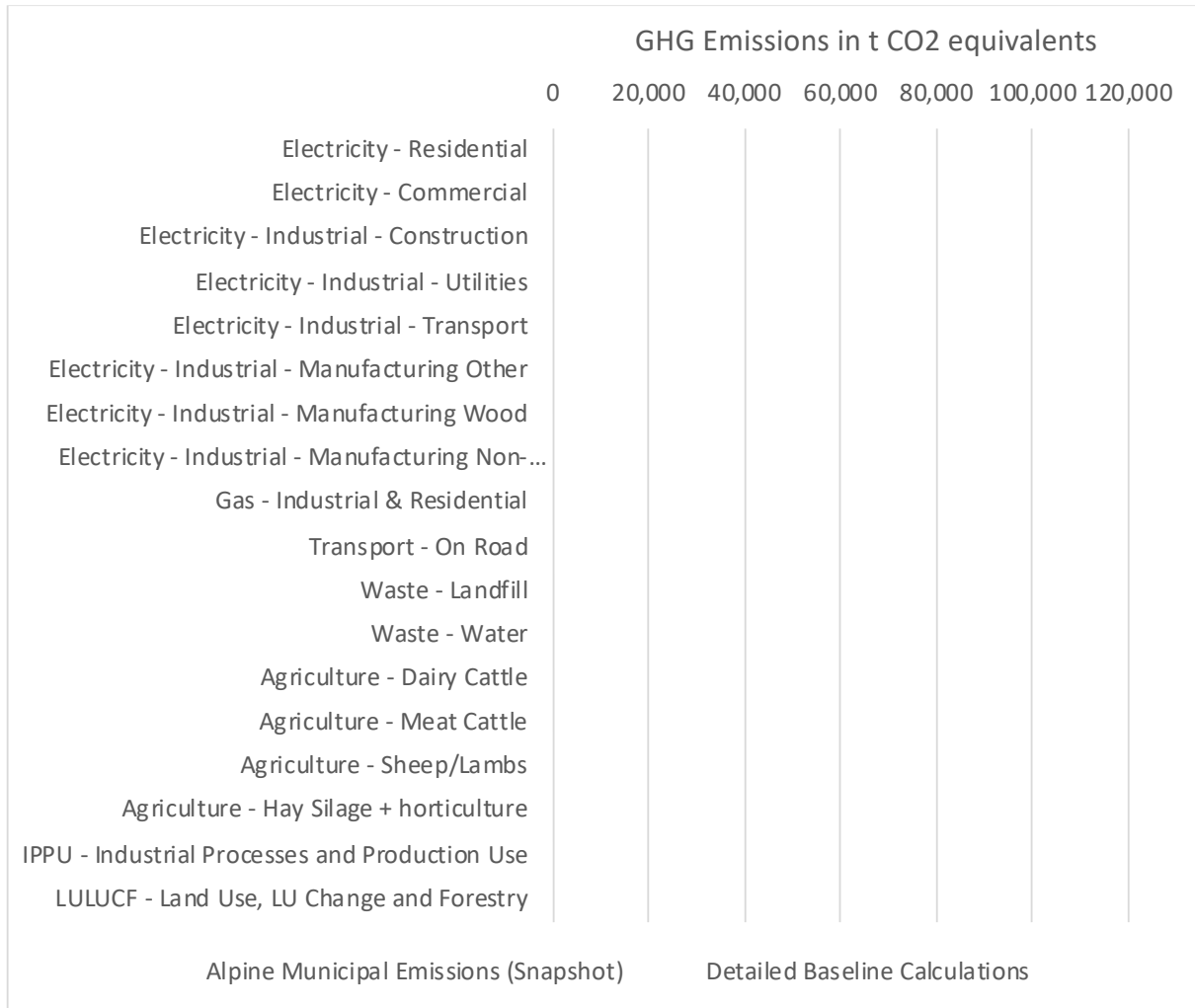
As is the norm with such GHG emission inventories and is evident in the various releases of the Snapshot profile for the Alpine Shire for the same period, over time as new data, account factors and methodologies are released, these estimates will be revised and updated accordingly which can lead to 30-50% changes in certain sectors. For example, transport emissions between the historical and live FY22 release of Snapshot were increased due to the added modelling of Google Environmental Insight data.

To put this into context below Figure 6 provides a sector-by-sector comparison of the Snapshot data published in the Alpine Shire's Climate Action Plan Roadmap (Historical Snapshot) to the GHG Emissions Baseline. Key differences are;

- in the sub-sector distribution of Electricity related emissions due to the segmentation of the raw AusNet data,

- Transport due to the use and scaling of the latest local fuel sales data and apportioning of current tourist-related transport emissions.
- More accurate and complete Agricultural Emissions data based on the latest Agriculture Victoria and industry associations’ activity data.

Figure 6 Alpine Shire Baseline Community GHG Emissions Profile (2021–22)



4.2 Sector summary

See Appendix 1 for a tabular version of the below details.

4.2.1 Energy emissions

Energy at 29% of total emissions (**101 kt CO₂-e**) is the third highest source of community emissions for the Alpine Shire. Commercial electricity use makes up 44% of sector sources, with Residential electricity a close second at 37%. When compared to the modelled data in the Roadmap (Fig 6), we see a large delta for Commercial, which could be due to outdated business registration data, which may not have been representative of the real world post-pandemic as business numbers recovered.

4.2.2 Gas emissions

Gas makes up a relatively small (**369 t CO₂-e**) proportion of total emissions for the Alpine Shire; however, it's an area where little local activity data was available. If regional distributors can provide better insights at the LGA level, this should be a focus for future revisions.

4.2.3 Transport Emissions

As shown in Roadmap, transport-related emissions, when calculated bottom-up from local fuel sales and including tourism transport activity data at 34% of total community emissions (**kt 120 CO₂-e**) is the largest contributor to overall emissions in the Alpine Shire. The majority >60% of these emissions were attributed to tourism-related transport. Continuing to improve access to public transport and investing in infrastructure that allows access to alternate low emissions transport choices (walking, cycling, electric/hybrid vehicles) is already part of council's climate action plan and will result in lowering residential transport emissions; however, more emphasis may need to be placed on encouraging low emissions transport choice for inbound visitors to the Alpine Shire.

4.2.4 Agricultural Emissions

Agricultural emissions represent 33% of total community emissions for the Alpine Shire at (**kt 115 CO₂-e**) the North East Catchment Management Authority, Agriculture Victoria and other industry organisations such as Dairy Australia are already working with local enterprises in this sector in order to educate farmers on how to identify, account and begin to reduce these emissions. The Victorian Government has been funding a [Livestock Farm Monitor Project](#) over the past years to better understand the composition of GHG emissions.

4.2.5 Waste and Waste Water

Emissions from waste and waste-water treatment in the Alpine Shire account for a relatively small (**2 kt CO₂-e**). This includes the transfer of waste and recycling from residential collection activities to surrounding waste processing facilities. As planned by North East Water, implementation of new technologies in their upgrades of the Wodonga Waste Water Treatment plant can substantially decrease GHG emissions and further offset some residential emissions by trapping, collecting and redistributing waste methane gas into the local network.

4.2.6 IPPU

Industrial Processes and Production Use account for 3% of community emissions (**kt 9.9 CO₂-e**) for the Alpine Shire. The bulk of these emissions relate to emissions attributed to AGL's Kiewa dammed hydroelectricity generation scheme based on annual generation figures. Additional local activity data from plywood production was not available at the time of publishing.

4.2.7 LULUC

Land Use and Land Use Change account for 1% of Alpine Shire community emissions (**kt 5.2 CO₂-e**), the bulk of these coming from Forestry operations. Presently scope 3 emissions from harvest operations are not represented in the above figure as 3rd parties are used for these operations.

Including these would push up the amount by a further (**kt 5.7 CO₂-e**) to <2% of total community emissions.

Sequestration figures quoted by HVP in plantations and annual harvested wood products range from over Mt 4 CO₂-e and kt 45 CO₂-e, respectively, for the Alpine Shire. These numbers have not been included in the baseline inventory figures as they would significantly sway the net community emissions results. However, they should be discussed further with stakeholders to agree on how to correctly account for them in future revisions of the baseline. Appendix 2 shows the net figure with and without the above sequestration amounts for LULUC.

Appendix 1

ALPINE SHIRE COMMUNITY EMISSIONS (t CO ₂ -e)	FY22 (Baseline)	FY22 (Baseline) sector	% of total emissions	% by sector	% of sector by source
Electricity - Residential	37,385	101,205	11%	29%	37%
Electricity - Commercial	44,593		13%		44%
Electricity - Industrial - Construction	820		0%		1%
Electricity - Industrial - Utilities	4,099		1%		4%
Electricity - Industrial - Transport	2,459		1%		2%
Electricity - Industrial - Manufacturing Other	2,459		1%		2%
Electricity - Industrial - Manufacturing Wood	6,558		2%		6%
Electricity - Industrial - Manufacturing Non-Metallic	2,459		1%		2%
Gas - Industrial & Residential	372		372		0%
Transport - On Road	120,333	120,333	34%	34%	100%
Waste - Landfill	281	2,290	0%	1%	2%
Waste - Water	2,010		1%		98%
Agriculture - Dairy Cattle	34,275	115,944	10%	33%	30%
Agriculture - Meat Cattle	67,138		19%		58%
Agriculture - Sheep/Lambs	6,904		2%		6%
Agriculture - Hay Silage + horticulture	7,626		2%		7%
IPPU - Industrial Processes and Production Use	9,945	9,945	3%	3%	100%
LULUCF - Land Use, LU Change and Forestry	5,201	5,201	1%	1%	100%
TOTAL	354,918	354,918	100%	100%	100%

Appendix 2

Emissions Source (IPPC)	2021-22 Emissions (t CO₂-e)
1 Energy	221,538
1 A. Fuel combustion activities	
Electricity	100,833
Natural gas	372
Transport fuels	120,333
Fuel wood	0.3
1 B. Fugitive emissions from fuels	
Natural gas leakage	tbd
2 Industrial processes	9,945
Concrete, Plywood, Brewing...	9,945
3 Agriculture	115,944
Enteric fermentation	108,317
Horticulture	7,626
Other activities	
4 Land use, land-use change and forestry	5,217
Forestry Land	-4,046,005
Forestry Operation	5,217
Harvested wood products	-44,989
5 Waste	2,290
Solid Waste Disposal & Recycling	281
Wastewater Handling	2,010
Total emissions excluding net CO₂-e from LULUCF	354,934
Total emissions including net CO₂-e from LULUCF	-3,691,071

Glossary

Acronym	Definition
ACCAR	Alpine Shire Community Climate Action Roadmap
AEMO	Australian Energy Market Operator
CER	Clean Energy Regulator
DEECA	Victorian Department of Energy, Environment and Climate Action
DCCEEW	Federal Department of Climate Change, Energy, the Environment and Water
GHG	Greenhouse Gas
GPC	Greenhouse Gas Protocol for Cities
IPPC	Intergovernmental Panel on Climate Change
ICLEI	ICLEI – Local Governments for Sustainability
ISP	Integrated System Plan
LGA	Local Government Area
NEM	National Electricity Market
NGA	National Greenhouse Account Factors
VECO	Victorian Energy Collaboration

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ALPINE SHIRE COMMUNITY GREENHOUSE GAS EMISSIONS

Over the 2021-22 Financial Year, the Alpine Shire community produced 354,934 t CO₂-e (tonnes of greenhouse gas emissions)

ENERGY



29%
OF TOTAL EMISSIONS

Emissions from energy usage within the Shire include:

- Residential electricity - 10.5%
- Commercial electricity - 12.6%
- Industrial electricity - 5.3%
- Gas use - 0.1%

Solar penetration across the Shire is just short of 50%

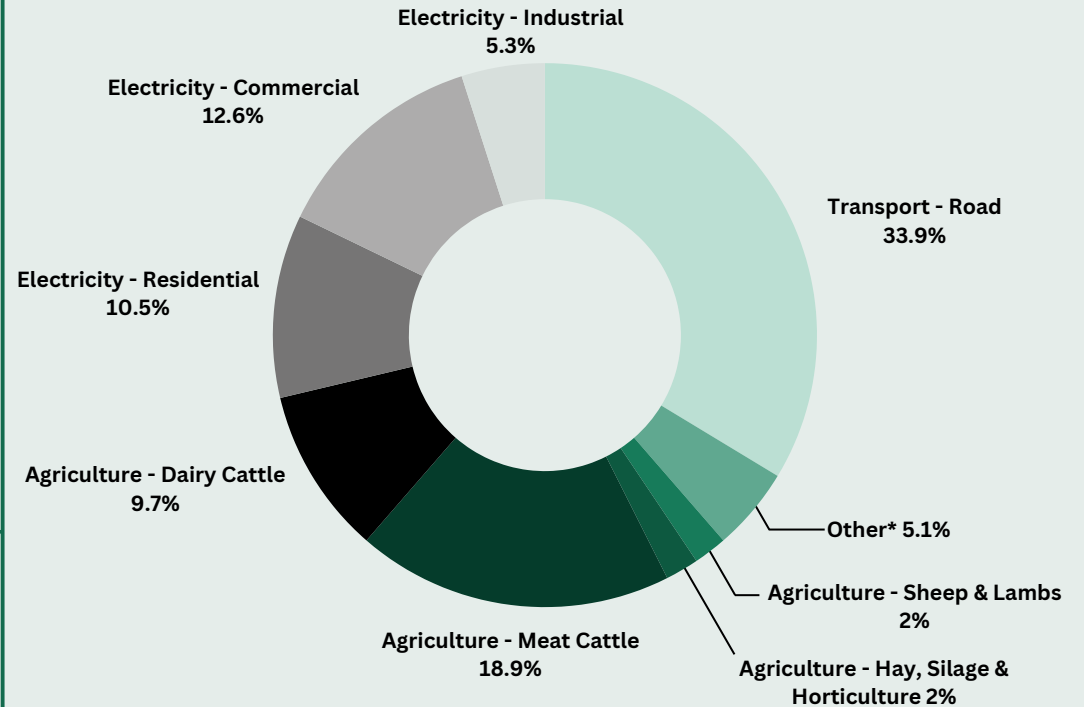
ROAD TRANSPORT



34%
OF TOTAL EMISSIONS

Over 60% of transport emissions are produced by tourism-related transport

KEY EMITTERS



Other* consists of:

- Industrial Processes & Production Use 2.8%
- Land Use, Land Use Change & Forestry 1.5%
- Waste - Water 0.6%
- Waste - Landfill 0.1%
- Gas - Industrial & Residential 0.1%



AGRICULTURE

33% OF TOTAL EMISSIONS

Agricultural emissions within the Shire are primarily produced by:

- Meat cattle - 18.9%
- Dairy cattle - 9.7%
- Sheep & lambs - 2%
- Hay, silage & horticulture - 2%

SUSTAINABLE EVENT GUIDELINES



CONTENTS

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Energy Efficiency	6
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INTRODUCTION

Alpine Shire Council has developed guidelines to help event organisers incorporate sustainable principles and practices into their events.

Every event is different, and each presents different opportunities for improved sustainability. Alpine Shire Council is committed to supporting events to be more sustainable and have minimal impact on the surrounding environment.





WASTE MANAGEMENT

- Council can assist with hiring waste and recycling bins (and organics if conditions are met), however all waste management is the responsibility of the event organiser and all associated costs will be on-charged.
- To calculate how many bins you require, a rule of thumb is one litre per person per meal. Bin calculation can be read below, or found on Council's website.
- Pair one waste bin and one recycling bin (and organics bin if required) to make a bin station. Engage volunteers to monitor bins on the day to assist patrons in correctly separating their waste.
- Place bin stations at entry and exit points, food and beverage areas and high usage locations. Ensure you have people on hand to monitor and relocate bins around the event area as required.
- Provide clear signage at bin locations, showing what items can go in which bin. Consider developing your own signage, specific to your event.
- Leave no trace. Stallholders are required to remove all back-of-house waste and dispose of it correctly off site.
- Stallholders are to responsibly dispose of chemicals and oils off-site.
- For larger events you may be required to hire a skip to manage your waste.
- Ensure all waste is disposed of correctly, and that the event site is left as it was before your arrival.
- Ensure all your event bins are grouped together ready for collection once the event has concluded.

BIN CALCULATION

To calculate how many bins you require, a rule of thumb is one litre per person per meal.

For example, you estimate that you will have 1000 attendees, which will run over two mealtimes:

- 1,000 people x 2 mealtimes = 2,000 litres
- Divide 2,000 by 240L (a standard wheelie bin size) = 8
- You will need 8 bin stations

Note: If you empty bins over the day of the event you will require less bin stations.



WASTE PREVENTION

- Avoid over-catering at your event. Research your expected patron numbers and share this with your vendors to avoid food waste. Similarly, ensure your food and beverage vendors know what other vendors will be in attendance, so they can plan ahead.
- Leave no trace. Choose event decorations that are reusable, such as signage, bunting, course markings and cable ties.
- No balloons or styrofoam allowed.
- Introduce Food Organics, Garden Organics (FOGO) collection at your event.
- Introduce the 'Dish Pig' at your event - A mobile dishwashing station, equipped with mugs, plates, bowls and cutlery.
- Your waste wise event promotion should include a simple, clear and consistent message, such as 'This event is a waste wise event, please use the bins provided correctly and minimise waste where possible'.
- Work with your stallholders to encourage patrons to bring their own reusable containers – prizes for reusables via social media/ discounts for reusables. Provide them with 'reusable accepted here' signage to display at their stall. The Sustainability Victoria sign can be downloaded here: <https://assets.sustainability.vic.gov.au/asset-download/Poster-SUP-ban-we-welcome-BYO-containers-print.pdf>
- Monitor your food vendors and stallholders to ensure they are doing what you have agreed.
- If there is leftover food, ask your stallholders to consider donating it to a community organisation or to your volunteers.



STALL HOLDERS

- Prioritise your local stallholders. Suggest a radius cap, i.e. 100km.
- Ensure a certain percentage of your stallholders are local.
- Prioritise stall holders that make or produce their own wares.
- If choosing stallholders that sell goods for resale, consider what they are selling and how and where the goods are made.



FOOD AND BEVERAGE

- Develop clear and concise sustainability guidelines as part of the stallholder application process and only choose vendors and stallholders that will commit to meet your event expectations (through terms and conditions).
- This agreement should include some or all of the following:
 - NO single use plastics as legislated across Victoria on 1 February 2023.
 - All single use cutlery and crockery must be made from products that are able to be recycled or compostable.
 - NO bottled water sales.
 - NO single use condiments (tomato sauce, mustard, soy sauce etc.)
 - Happy to be part of the reusables initiative and serve everything on items provided (if you have hired the Dish Pig).
 - Happy to be part of the reusables initiative and serve everything on items provided (if you have hired the Dish Pig).
 - All food scraps to be disposed of in green bins (if FOGO bins are provided).
 - NOT fill the event bins with boxes or general rubbish, must take it all home with you (unless you have hired a skip for back of house).
- Choose food vendors that offer seasonal and local produce as part of their menu.
- Choose food vendors that offer vegan and vegetarian options as part of their menu.
- Consider catering from a social enterprise.
- Suggest to your vendors that they put in place extra costs for single use items and/or discounts for reusables.



TRANSPORT

- Encourage and advertise bike and walking routes to and from your event.
- Create a designated bike parking bay at your event.
- Offer incentives to patrons who opt for sustainable transport to attend your event.
- Is your event likely to attract large numbers of people? Consider organising a shuttle bus service to and from your event.
- Provide a map of nearby EV charging stations.



WATER WISE

- Source water wise toilets, such as composting toilets instead of traditional port-a-loos.
- Provide portable drinking fountains and water bottle refill stations (available for hire at the Alpine Shire Council or North East Water).
- Encourage your patrons to BYO drink bottles in your advertising and pre event communication.
- Create wayfinding signage to the water stations.
- Do not allow bottled water sales.
- Your water wise event promotion should include a simple, clear and consistent message, such as 'it can take twice as much water to produce a plastic water bottle as the amount of water contained in the bottle'.



Water bottle refill station available for hire from North East Water

Photo: North East Water



ENERGY EFFICIENCY

- Identify the event's electricity and water usage before, during and after the event. Put in measures to reduce.
- Source an online carbon emissions calculator and investigate ways to offset the emissions.
- Choose a venue with renewable energy options, such as the Pavilion at Pioneer Park or Mount Beauty Stadium.



POST EVENT EVALUATION

- Evaluate the event to determine the effectiveness of sustainable options.
- Record the amount of waste that your event produced.
- Record the number of full or partially full bins that were used for recycling, landfill and organics (if applicable).
- Review data from previous events before planning improvements for future events, especially if the event is held on the same site.

If you have any questions, or would like further advice regarding running a sustainable event, please contact our Events Team on:

Phone: (03) 5755 0555

Email: events@alpineshire.vic.gov.au

We are located at:

2 Churchill Ave, Bright
VIC 3741

alpineshire.vic.gov.au



INSTRUMENT OF APPOINTMENT AND
AUTHORISATION
*(PLANNING AND ENVIRONMENT
ACT 1987)*

**Senior Statutory
Planning Officer**

Henry Hughes – August 2024

Instrument of Appointment and Authorisation

In this Instrument 'officer' means –

OFFICER	TITLE	NAME
POS	Senior Statutory Planning Officer	Henry HUGHES

By this Instrument of Appointment and Authorisation, Alpine Shire Council –

- Under s147(4) of the *Planning and Environment Act 1987* – appoints the **POS** to be an authorised officer for the purposes of the *Planning and Environment Act 1987* and the regulations made under that Act; and

It is declared that this Instrument -

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

This Instrument is authorised by a resolution of the Alpine Shire Council made on **27 August 2024**.

THE COMMON SEAL OF THE ALPINE SHIRE COUNCIL was hereunto affixed 27th day of August 2024 in the presence of:

.....

COUNCILLOR NAME	SIGNATURE
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.....

COUNCILLOR NAME	SIGNATURE
-----------------	-----------

.....

CHIEF EXECUTIVE OFFICER NAME	SIGNATURE
------------------------------	-----------

INSTRUMENT OF APPOINTMENT AND
AUTHORISATION
*(PLANNING AND ENVIRONMENT
ACT 1987)*

Senior Strategic Planner

Alex Smith – August 2024

Instrument of Appointment and Authorisation

In this Instrument 'officer' means –

OFFICER	TITLE	NAME
SPS	Senior Strategic Planner	Alex SMITH

By this Instrument of Appointment and Authorisation, Alpine Shire Council –

- Under s147(4) of the *Planning and Environment Act 1987* – appoints the **SPS** to be an authorised officer for the purposes of the *Planning and Environment Act 1987* and the regulations made under that Act; and

It is declared that this Instrument -

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

This Instrument is authorised by a resolution of the Alpine Shire Council made on **27 August 2024**.

THE COMMON SEAL OF THE
ALPINE SHIRE COUNCIL was
hereunto affixed 27th day of
August 2024 in the presence of:

.....
COUNCILLOR NAME

.....
SIGNATURE

.....
COUNCILLOR NAME

.....
SIGNATURE

.....
CHIEF EXECUTIVE OFFICER NAME

.....
SIGNATURE

INSTRUMENT OF APPOINTMENT AND
AUTHORISATION

*(PLANNING AND ENVIRONMENT
ACT 1987)*

**Project Officer
(Strategic Planning)**

Jessica Short – August 2024

Instrument of Appointment and Authorisation

In this Instrument 'officer' means –

OFFICER	TITLE	NAME
SPO	Project Officer (Strategic Planning)	Jessica SHORT

By this Instrument of Appointment and Authorisation, Alpine Shire Council –

- Under s147(4) of the *Planning and Environment Act 1987* – appoints the **SPO** to be an authorised officer for the purposes of the *Planning and Environment Act 1987* and the regulations made under that Act; and

It is declared that this Instrument -

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

This Instrument is authorised by a resolution of the Alpine Shire Council made on **27 August 2024**.

THE COMMON SEAL OF THE ALPINE SHIRE COUNCIL was hereunto affixed 27th day of August 2024 in the presence of:

.....

COUNCILLOR NAME	SIGNATURE
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.....

COUNCILLOR NAME	SIGNATURE
-----------------	-----------

.....

CHIEF EXECUTIVE OFFICER NAME	SIGNATURE
------------------------------	-----------

INSTRUMENT OF APPOINTMENT AND
AUTHORISATION

*(PLANNING AND ENVIRONMENT
ACT 1987)*

**Graduate Strategic
Planner**

Jamica Kwani – August 2024

Instrument of Appointment and Authorisation

In this Instrument 'officer' means –

OFFICER	TITLE	NAME
SPG	Graduate Strategic Planner	Jamica KWANI

By this Instrument of Appointment and Authorisation, Alpine Shire Council –

- Under s147(4) of the *Planning and Environment Act 1987* – appoints the **SPG** to be an authorised officer for the purposes of the *Planning and Environment Act 1987* and the regulations made under that Act; and

It is declared that this Instrument -

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

This Instrument is authorised by a resolution of the Alpine Shire Council made on **27 August 2024**.

THE COMMON SEAL OF THE
ALPINE SHIRE COUNCIL was
hereunto affixed 27th day of
August 2024 in the presence of:

.....
COUNCILLOR NAME

.....
SIGNATURE

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COUNCILLOR NAME

.....
SIGNATURE

.....
CHIEF EXECUTIVE OFFICER NAME

.....
SIGNATURE

INSTRUMENT OF APPOINTMENT AND
AUTHORISATION

*(PLANNING AND ENVIRONMENT
ACT 1987)*

**Civil Development
Engineer**

Sheroz Akhter – August 2024

Instrument of Appointment and Authorisation

In this Instrument 'officer' means –

OFFICER	TITLE	NAME
CDE	Civil Development Engineer	Sheroz AKHTER

By this Instrument of Appointment and Authorisation, Alpine Shire Council –

- Under s147(4) of the *Planning and Environment Act 1987* – appoints the **CDE** to be an authorised officer for the purposes of the *Planning and Environment Act 1987* and the regulations made under that Act; and

It is declared that this Instrument -

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

This Instrument is authorised by a resolution of the Alpine Shire Council made on **27 August 2024**.

THE COMMON SEAL OF THE ALPINE SHIRE COUNCIL was hereunto affixed 27th day of August 2024 in the presence of:

.....

COUNCILLOR NAME	SIGNATURE
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.....

COUNCILLOR NAME	SIGNATURE
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.....

CHIEF EXECUTIVE OFFICER NAME	SIGNATURE
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INSTRUMENT OF APPOINTMENT AND
AUTHORISATION

*(PLANNING AND ENVIRONMENT
ACT 1987)*

**Civil Development
Engineer**

Hassan Murtaza – August 2024

Instrument of Appointment and Authorisation

In this Instrument 'officer' means –

OFFICER	TITLE	NAME
CDE	Civil Development Engineer	Hassan MURTAZA

By this Instrument of Appointment and Authorisation, Alpine Shire Council –

- Under s147(4) of the *Planning and Environment Act 1987* – appoints the **CDE** to be an authorised officer for the purposes of the *Planning and Environment Act 1987* and the regulations made under that Act; and

It is declared that this Instrument -

- comes into force immediately upon its execution;
- remains in force until **5 June 2026**, unless varied or revoked earlier.

This Instrument is authorised by a resolution of the Alpine Shire Council made on **27 August 2024**.

THE COMMON SEAL OF THE
ALPINE SHIRE COUNCIL was
hereunto affixed 27th day of
August 2024 in the presence of:

.....
COUNCILLOR NAME

.....
SIGNATURE

.....
COUNCILLOR NAME

.....
SIGNATURE

.....
CHIEF EXECUTIVE OFFICER NAME

.....
SIGNATURE



NO.2024/25-1 – 16 AUGUST 2024

Audit and Risk Committee Meeting

Minutes

UNCONFIRMED

COMMITTEE MEMBERS

Chair - vacant

Julie Guest

Craig Covich

Gerard Moore

Jason Young

Cr John Forsyth

Cr Ron Janas

OFFICERS

Will Jeremy, Chief Executive Officer

Nathalie Cooke, Acting Director Customer and Community

Michael MacDonagh, Acting Director Assets

Tony Cooper, Manager Corporate

Brian Bose, Accountant

COUNCILLORS

Councillors have a standing invitation to attend the meeting as observers.

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1. Acknowledgement of Country

2. Apologies

Nathalie Cooke, Acting Director Customer and Community

Alan Rees, Director Assets

Brian Bose, Accountant

3. Declarations by Committee members of conflict of interest

Nil

4. Election of Committee Chair

Julie Guest elected Chair

5. Confirmation of minutes

5.1 AUDIT AND RISK COMMITTEE MEETING NO. 2023/24-5, 17 MAY 2024

RECOMMENDATION

That the Audit and Risk Committee confirm the minutes of its Meeting No.2023/24-5 held on 17 May 2024.

Attachment(s)

5.1 Audit and Risk Committee Meeting No.2023/24-5 Minutes, 17 May 2024

Carried

6. External Auditor

Introduction

Johnson's MME were appointed the External Auditor for Alpine Shire Council (Council) by the Victorian Auditor General's Office from the start of 2024.

Alpine Shire audit contact at Johnson's is Mr Stephen Clarke, Director Audit and Assurance Services.

Activities:

An Interim Audit occurred the week starting 29 April 2024- three external auditors were present at council offices in Bright for three days interacting with staff.

On 23 May 2024, Johnson's issued the draft Interim Management Letter. Seven new recommendations were identified as well as the outstanding five from previous reports.

Council provided its response to the Interim Management Letter on 18 June 2024.

The Interim Management Letter was reviewed by VAGO, and an updated version was distributed on 10 July. This version is contained in attachment 6.1.

Actions from the Interim Management Letter have been added to the Progress / Response to Integrity Organisations Recommendations / Actions report – item 7.2 – for tracking purposes.

Year End Audit will start in the week commencing 26 August 2024.

RECOMMENDATION

That the Audit and Risk Committee note council engagement with the External Auditors.

Attachment(s)

- 6.1 LG Interim Management Letter May 2024
- 6.2 VAGO Tech Alert – Significant Accounting Developments 30 May 2024

Noted

7. Standing items

7.1 PROGRESS OF AUDIT AND RISK COMMITTEE ACTIONS

Introduction

The Audit and Risk Committee action sheet is a register of the Committee resolutions and requests that require a subsequent action to be implemented. Each meeting an update on the progress and status of the actions is provided to the Committee.

A Closed item will be presented to the following Audit and Risk Meeting for discussion / noting and will then be removed from the file.

RECOMMENDATION

That the Audit and Risk Committee note the progress of outstanding actions.

Noted

7.2 PROGRESS / RESPONSE TO INTEGRITY ORGANISATION RECOMMENDATIONS / ACTIONS

Introduction

The Integrity Organisation Recommendations / Actions register is compiled by taking recommendations / actions from reports from various Integrity Organisations, such Victorian Auditor General's Office, Victorian Ombudsman, etc. This register contains recommendations / actions from these reports and whether they require action from Alpine Shire or are for noting. Each meeting an update on the progress and status of the recommendations / actions will be presented to the Committee.

RECOMMENDATION

That the Audit and Risk Committee note the progress of Integrity Organisation recommendations / actions.

Noted

Revise Report with Risk Mitigation levels.

7.3 AUDIT AND RISK COMMITTEE WORKPLAN

Introduction

The Audit and Risk Committee Workplan contains the actions that the Audit and Risk Committee are to undertake over an annual cycle, in line with the Audit and Risk Charter.

Update

A draft workplan is included within these papers and available for Committee comment.

RECOMMENDATION

That the Audit and Risk Committee note the Audit and Risk Committee Workplan for 2024-25.

Noted

UNCONFIRMED

8. Reports by officers

8.1 ASBESTOS RISK MANAGEMENT REPORT

Introduction

The OH&S Officer provided a verbal Asbestos Update to the May 2024 Audit and Risk Committee. The Committee at that meeting asked for the OH&S Officer to provide a written report to the August 2024 Audit and Risk Meeting.

RECOMMENDATION

That the Audit and Risk Committee note the actions listed in the Asbestos Risk management Report.

Noted

8.2 AUDIT AND RISK COMMITTEE 2025 MEETING DATES

Introduction

The Committee to consider the proposed dates for Audit and Risk Committee meetings in 2025.

RECOMMENDATION

That the Audit and Risk Committee approves the proposed dates for Audit and Risk Committee meetings for 2025.

Approved

8.3 ICT STATUS REPORT – REPORTBACK - ROADMAP

The purpose of this report is to provide the Audit and Risk Committee an update on outstanding IT audit recommendation listed in report 7.3.1 and the current work program of the ICT Unit.

RECOMMENDATION

That the Audit and Risk Committee note this report.

Noted

8.4 ASSET CLASS VALUATIONS FOR THE 2023/24 ANNUAL FINANCIAL STATEMENTS - UPDATE

Introduction

This report aims to provide an update on the Asset Class Valuation report from the May 2024 Audit and Risk Committee meeting. A report was tabled to satisfy a recommendation of the Victorian Auditor General report on "Results of 2021–22 Audits: Local Government" relating to asset valuations and was recommended to be a report delivered annually to the Audit and Risk Committee, prior to the end of the financial year.

The requirement to provide an annual Asset class valuation report to the audit and risk committee will be included in the Audit and Risk Committee Annual Work plan.

RECOMMENDATION

The Audit and Risk Committee note the revised asset revaluation amounts proposed for inclusion in the 2023/24 Annual Financial Statements for Alpine Shire Council.

Noted

8.5 2024 ELECTION PERIOD

Introduction

The Election Period for the Council General Elections will commence at 12 noon on Tuesday 17 September 2024. This report details the restrictions imposed on Council through the *Local Government Act 2020*, and Council's Election Period Policy.

RECOMMENDATION

That the Audit and Risk Committee note the restrictions imposed on Council during the 2024 Election Period.

Noted

8.6 2024/25 INSURANCE PORTFOLIO

Introduction

This report outlines Council's insurance portfolio managed by JLT Risk Solutions Pty Ltd (JLT), Municipal Association of Victoria Insurance (MAV) and DXC Integrated Services (Workcover) for the financial year 2024/25.

RECOMMENDATION

That the Audit and Risk Committee note the information and cost provided in this report on Council's 2024/25 Insurance portfolio.

Noted

UNCONFIRMED

9. For information only

9.1 2023/24 YEAR TO DATE BUDGET REPORT – 30 JUNE 2024

Deferred to October Audit and Risk Committee meeting as part of the Annual Financial Statements reporting.

Attachment(s)

9.1 Nil

9.2 2023/24 YEAR TO QUARTER 4 PERFORMANCE REPORT

Deferred to October Audit and Risk Committee meeting as part of the Annual Financial Statements reporting.

Attachment(s)

9.2 Nil

9.3 2023/24 YEAR TO QUARTER 4 CAPITAL REPORT

Deferred to October Audit and Risk Committee meeting as part of the Annual Financial Statements reporting.

Attachment(s)

9.3 Nil

9.4 QUARTERLY INVESTMENT REPORT

Introduction

The Committee note the summary investment report and its alignment with the Council's Financial Investment's Policy.

RECOMMENDATION

That the Audit and Risk Committee:

- 1. Note the Investment Report as at 30 June 2024.*
- 2. Note that investments were non-compliant with the council policy as at 31 March 2024.*
- 3. Note that investments are compliant with the council policy as at 30 June 2024.*

Noted

9.5 2023/24 YEAR TO QUARTER 4 PURCHASING AUDIT

Quarterly purchasing audits are undertaken and reported to the Audit and Risk Committee in response to the findings of a 2014 internal audit review and to provide continuing assurance that Council's purchasing controls are effective and complied with.

9.6 2023/24 QUARTER 4 CEO CREDIT CARD REPORT

VAGO, in its fraud and corruption control review (June 2019) and 2019 Interim Management Letter, recommends that credit card expenditure be reviewed and reported to the Audit and Risk Committee for periodic review.

9.7 2023/24 YEAR TO QUARTER 4 COUNCILLOR ALLOWANCES AND EXPENSES

Section 40 of the *Local Government Act 2020* requires Council to reimburse Councillors for out-of-pocket expenses which the Council is satisfied:

1. are bona fide expenses; and
2. have been reasonably incurred in the performance of the role of Councillor; and
3. are reasonably necessary for the Councillor to perform their role.

Council is required to provide details of all reimbursements made under s40 of the Act to the Audit and Risk Committee.

9.8 2023/24 YEAR TO QUARTER 4 HEALTH AND SAFETY REPORT

Quarterly health and safety reports are prepared in accordance with Council's Health and Safety Management System (HSMS) and reported to the Audit and Risk Committee to provide continuing assurance that Council is monitoring its health and safety obligations and staff are complying with the requirements of the HSMS.

9.9 APPROVED POLICY REGISTER – REVIEW STATUS UPDATE

VAGO in its 2015 Interim Management Letter recommended that Council review the appropriateness and currency of all policies.

The Approved Policy Register is reported to the Audit and Risk Committee to provide continuing assurance that Council is monitoring and maintaining the currency of its policies.

9.10 MINISTER FOR LOCAL GOVERNMENT – GOVERNANCE AND INTEGRITY MATTERS

Since the last Audit and Risk Committee meeting the Minister for Local Government has implemented Monitors or Administrators at the following councils. Information related to these matters can be found at:

<https://www.localgovernment.vic.gov.au/council-governance/independent-reports>

9.10.1 MUNICIPAL MONITORS

Colac Otway Shire Council – 10 July 2024

Minister for Local Government announced Ms Christine Ferguson will begin as municipal monitor to Colac Otway Shire Council from 12 July 2024 to 31 January 2025. She will provide a report to the Minister at the end of her term.

The Chief Municipal Inspector recommended the Minister exercise her powers under the *Local Government Act*, based on reports of issues relating to the conduct of councillors and a lack of adherence to governance rules.

Moonee Valley City Council – 28 July 2024

Minister for Local Government Melissa Horne has extended the appointment of municipal monitors at Moonee Valley Council for a further seven months to continue supporting the council to improve its governance practices. The initial appointment of monitors was for a six-month period, from 29 January to 29 July 2024. Their appointment has now been extended until 28 February 2025.

The report notes that while the Council has made progress in improving its governance practices, work is still required to support good governance while IBAC investigations are ongoing and to ensure stability during the October 2024 elections. During their extension, the monitors will support the council to improve its councillor induction program and strengthen relationships between councillors. They will also work with the council to support its processes and practices relating to CEO recruitment and employment.

9.10.2 ADMINISTRATORS

Moira Shire Council – 7 June 2024

A new Chairperson will be appointed as to Moira Shire Council's panel of administrators to provide continued leadership until the 2028 local government elections. The current chair will step down on 10 June 2024.

The panel has supported the appointment of an ongoing CEO to Moira Shire Council, the development of a Memorandum of Understanding with the health and education sectors, and the continued implementation of recommendations from the Commission of Inquiry into the Council. A panel was appointed to Moira Shire Council in June 2023, following dismissal of the council in March 2023.

A Commission of Inquiry found that council could not effectively carry out its responsibilities in accordance with the *Local Government Act 2020* because of significant governance failures. The panel will perform the role of the council until the October 2028 local government elections to ensure good governance is restored, and the community is better represented.

9.11 2024/25 BUDGET

Council approved at its meeting on 25 June 2024, the 2024/25 Budget. The link to the budget is below:

<https://www.alpineshire.vic.gov.au/sites/default/files/2024-25%20Alpine%20Shire%20Council%20Budget%20FINAL%2030%20JUNE%202024%20version.pdf>

9.12 2024/25 FINANCIAL ASSISTANCE GRANT

Funding from the Federal Government in the form of Financial Assistance Grants (FAGs) are recognised as income when received. The FAGs with respect to the 2024/25 financial year were paid to the 79 Victorian councils during July 2024 and therefore should be recognised as income in the 2024/25 financial report in accordance with AASB 1058.

10. General business

10.1 OTHER BUSINESS

Date of the Annual Financial / Performance Statement Audit and Risk Committee meeting from 4 October to 20 September.

11. Next meeting

The next meeting of the Audit and Risk Committee will be held on Friday 4 October 2024 at 9.00am – this meeting will focus on the Annual Financial and Performance Statements and run for 1.5 hours from 9am.



Informal Meeting of Councillors

In accordance with Chapter 8, section A1 of Council's [Governance Rules](#), the Chief Executive Officer must ensure that a summary of the matters discussed at an Informal meeting of Councillors is tabled at the next convenient Council meeting, and recorded in the minutes of that Council meeting.

Meeting Title: Briefing Session
Date: Tuesday 30 July 2024
Location: Bright Committee Room
Start Time: 2.00pm
Finish Time: 4.55pm
Chairperson: Will Jeremy, Chief Executive Officer

Councillor and staff attendees:

Name	Position	Name	Position
Cr John Forsyth	Mayor	Will Jeremy	Chief Executive Officer
Cr Simon Kelley	Deputy Mayor	Michael	A/Director Assets
Cr Katarina Hughes*	Councillor	Nathalie Cooke	A/Director Customer & Community
Cr Ron Janas	Councillor		
Cr Tony Keeble*	Councillor		
Cr Kelli Prime	Councillor		
Cr Sarah Nicholas	Councillor		

Attendance via virtual means*

Councillor and staff apologies:

Name	Position
Alan Rees	Director Assets

1. Conflict of interest disclosures

Disclosures of Conflicts of Interests must be made in accordance with Chapter 7, sections A3-A5 of Council's [Governance Rules](#), and recorded here.

N/A

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

N/A

3. Items

Item
External Presentation – Myrtleford Flood Study
Land Development Study consideration of submissions
Contract variation – SSX Group Cleaning Contract
Contract variation – Belgravia Group for operation of Seasonal Pools and Bright Sports Centre
Ordinary Council Meeting Agenda Review (July)



Informal Meeting of Councillors

In accordance with Chapter 8, section A1 of Council's [Governance Rules](#), the Chief Executive Officer must ensure that a summary of the matters discussed at an Informal meeting of Councillors is tabled at the next convenient Council meeting, and recorded in the minutes of that Council meeting.

Meeting Title: Briefing Session
Date: Tuesday 13 August 2024
Location: Bright Committee Room
Start Time: 2.00pm
Finish Time: 5.30pm
Chairperson: Will Jeremy, Chief Executive Officer

Councillor and staff attendees:

Name	Position	Name	Position
Cr John Forsyth	Mayor	Will Jeremy	Chief Executive Officer
Cr Ron Janas	Councillor	Michael MacDonagh	A/Director Assets
Cr Katarina Hughes*	Councillor	Nathalie Cooke	A/Director Customer & Community
Cr Kelli Prime	Councillor		
Cr Sarah Nicholas	Councillor		

Attendance via virtual means*

Councillor and staff apologies:

Name	Position
Cr Simon Kelley	Deputy Mayor
Cr Tony Keeble	Councillor
Alan Rees	Director Assets

1. Conflict of interest disclosures

Disclosures of Conflicts of Interests must be made in accordance with Chapter 7, sections A3-A5 of Council's [Governance Rules](#), and recorded here.

N/A

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

N/A

3. Items

Item
Taungurung Local Government Forum
P.2024.020 Use and development of land for group accommodation
P.2023.148 Use and building for works to development land for leisure and recreation facility and waiver of parking requirement
P.2022.146 Building and Works
ASC Community Greenhouse Inventory Report 2021-22
Community Power and EV Charging Station Prospectus
Mystic Park Contract implementation
Bright Skate Park Concept Designs
Land Development Strategy



Informal Meeting of Councillors

In accordance with Chapter 8, section A1 of Council's [Governance Rules](#), the Chief Executive Officer must ensure that a summary of the matters discussed at an Informal meeting of Councillors is tabled at the next convenient Council meeting, and recorded in the minutes of that Council meeting.

Meeting Title: Briefing Session
Date: Tuesday 20 August 2024
Location: Bright Committee Room
Start Time: 2.00pm
Finish Time: 5.30pm
Chairperson: Will Jeremy, Chief Executive Officer

Councillor and staff attendees:

Name	Position	Name	Position
Cr John Forsyth	Mayor	Will Jeremy	Chief Executive Officer
Cr Simon Kelley	Deputy Mayor	Michael MacDonagh	A/Director Assets
Cr Tony Keeble*	Councillor	Nathalie Cooke	A/Director Customer & Community
Cr Katarina Hughes*	Councillor		
Cr Ron Janas	Councillor		
Cr Sarah Nicholas	Councillor		
Cr Kelli Prime	Councillor		

Attendance via virtual means*

Councillor and staff apologies:

Name	Position
Alan Rees	Director Assets

1. Conflict of interest disclosures

Disclosures of Conflicts of Interests must be made in accordance with Chapter 7, sections A3-A5 of Council's [Governance Rules](#), and recorded here.

N/A

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

N/A

3. Items

Item
External Presentation – North East Water
P.2022.146 Building and Works
Contracts for Award <ul style="list-style-type: none"> • Dinner Plain Activation Phase 2 • Tawonga Memorial Hall
Mountain View Childrens Centre
Tour of Bright Criterium
Sustainable Guidelines
Ordinary Council Meeting Agenda review (August)
Reflect Reconciliation Action Plan update as read