



M(2) – 1 MARCH 2022

Ordinary Council Meeting

Minutes

The **Ordinary Meeting** of the **Alpine Shire Council** was held on **1 March 2022** and commenced at **5:00pm**.

PRESENT

COUNCILLORS

Cr Sarah Nicholas - Mayor

Cr Katarina Hughes - Deputy Mayor

Cr John Forsyth

Cr Ron Janas

Cr Tony Keeble

Cr Simon Kelley

Cr Kelli Prime

OFFICERS

Charlie Bird - Chief Executive Officer

William Jeremy - Director Assets

Helen Havercroft - Director Corporate Performance

APOLOGIES

Nil

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1. Recording and livestreaming of Council meetings

The CEO read the following statement:

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

This meeting is being held online and audio and video is focused on Councillors and Council Officers.

Question time will still be held, however it is requested that questions be submitted in writing prior to the meeting. By submitting a question, you consent to your question being read aloud at the meeting.

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

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

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

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

The Mayor read the following statement:

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

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

3. Confirmation of minutes

3.1 ORDINARY COUNCIL MEETING – M(1) – 1 FEBRUARY 2022

Cr Keeble

Cr Janas

That the minutes of Ordinary Council Meeting M(1) held on 1 February 2022 as circulated be confirmed.

Carried

4. Apologies

Nil

5. Obituaries / congratulations

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

6. Declarations by Councillors of conflict of interest

Nil

7. Public questions

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

Questions on Notice must be submitted in writing prior to the meeting.

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

8. Presentation of reports by officers

8.1 DIRECTOR ASSETS – WILLIAM JEREMY

8.1.1 Enabling Tourism Fund - Alpine Shire Tracks and Trails Masterplan

INTRODUCTION

An opportunity exists for Council to seek significant funding to develop detailed designs and supporting cost estimates for tracks and trails projects including associated amenities that will enable and activate tourism. This report seeks Council's financial commitment for the nominated project.

Cr Forsyth

Cr Keeble

That Council authorises an application to the Victorian Government's Enabling Tourism Fund for the Alpine Shire Tracks and Trails Masterplan with a maximum Council commitment of up to \$125,000 (GST exclusive).

Carried

BACKGROUND

The Enabling Tourism Fund (ETF) supports regional and rural Victorian tourism projects to reach investment ready status. The ETF will support activities such as feasibility studies, master planning and business case development. This fund is part of the Victorian Government's plan to accelerate tourism investment and recovery.

The objective of the ETF is to create more 'shovel ready' projects that will be able to leverage funding investment, employ more people, and attract more visitors by offering world-class experiences.

Applications will be evaluated against the following four pillars:

- Nature – experiences and products that activate regional Victoria's natural assets such as forests, parks, alpine areas, wildlife, geothermal and natural mineral springs, coastlines, rivers, lakes and oceans, and contribute to a healthy and resilient environment.
- Epicurean – culinary and gastronomic experiences and products that highlight provenance and demonstrate innovation, including agricultural and regenerative farming experiences, cellar doors, distilleries and breweries.
- Arts and culture – experiences and products that enable the visitor to engage with art and culture in new and innovative ways, such as museums, storytelling, multicultural centres, art and heritage trails, public art installations, galleries and creative venues.

- First Peoples' led experiences – prioritising the world's oldest, continuous living culture that will contribute to the future of Victorian tourism, through the creation of immersive experiences and products that are driven by Aboriginal self-determination.

Following an assessment of projects in Council's Project Pipeline which meet the grant funding criteria and discussions with the State Government Department of Jobs, Precincts and Regions, it is recommended that an application is made for funding to deliver the Alpine Shire Tracks and Trails Masterplan project.

The project encompasses the Kiewa, Lower Ovens and Upper Ovens valleys. The project will:

- Identify and prioritise for delivery the missing strategic elements in our tracks and trails offering, including missing links in the existing network, opportunities to expand the network, improved access to amenities for users of the network, and opportunities to leverage increased business activation.
- Develop the design, scope, consents required and cost estimates that will enable funding applications for the delivery of these missing components.

This project will deliver a masterplan for an integrated and connected network of tracks and trails and associated amenities. This masterplan will enable funding applications to be submitted for construction as funding opportunities are identified. This project is well timed to take advantage of the available funding, which will drive further visitation and economic stimulus.

ISSUES

Council has an incredibly popular shared trail network which attracts many visitors and is enjoyed by our local community. The popularity of Council's recently completed Great Valley Trail project has demonstrated the benefits of connecting existing shared trails. There are further economic and health benefits to be realised across the Shire by connecting gaps and enhancing Council's shared trail network.

POLICY IMPLICATIONS

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

- 4.5 Assets for our current and future needs

FINANCIAL AND RESOURCE IMPLICATIONS

The ETF funding application requires Council to co-contribute to the project at a ratio of ETF \$4: Council \$1. The cost to deliver the Alpine Shire Tracks and Trails Masterplan project is estimated to be \$625,000, with \$500,000 to be sought from grant funding, and the remaining project costs of \$125,000 being met by Council. It is anticipated that the expenditure would be incurred over the 2022/23 financial year.

CONSULTATION

The project that has been nominated based on an assessment of the projects in Council's Project Pipeline against the grant funding criteria, and through engagement with the State Government. If the funding application, the community and other key stakeholders will be engaged in the development of the masterplan.

CONCLUSION

The Alpine Shire Tracks and Trails Masterplan project will result in significant benefits for the community and tourists. Council has sufficient financial resources to co-contribute to this project. This presents a great opportunity to secure significant funding from the Victorian Government's Enabling Tourism Fund. It is recommended that Council authorises the submission of this application for funding.

DECLARATION OF CONFLICT OF INTEREST

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

- Director Assets
- Manager Asset Development

ATTACHMENT(S)

Nil

8.1.2 Sport and Active Recreation Plan 2022-2033

INTRODUCTION

This report relates to the adoption by Council of the Sport and Active Recreation Plan 2022-2033, noting the community feedback received during the 28-day public exhibition period.

Cr Janas
Cr Kelley

That Council:

- 1. Adopts the Sport and Active Recreation Plan 2022-2033;*
- 2. Develops an Action Plan addressing the focus areas, objectives and opportunities identified in the plan; and*
- 3. Prioritises projects and programs listed in the Action Plan, identifying resources and budget required to deliver each action.*

Carried

BACKGROUND

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

The Plan has been developed in consultation with key internal and external stakeholders with the final draft version placed on public exhibition for a period of 28 days.

ISSUES

Six submissions were received during the public exhibition period, with the key points summarised as follows:

Feedback	Action
Poor condition of some of the Ovens Valley sporting fields (Bright Pioneer Park and Myrtleford Memorial Park) is noted for consideration.	This feedback will be considered during the delivery of the of the Myrtleford Master Planning Project and Bright Pioneer Park Master Planning Project.
Upgrade of Myrtleford Memorial Park to be considered.	This feedback will be considered during the delivery of the of the Myrtleford Master Planning Project.

Feedback	Action
Recognition of the Bright Croquet Club to be included in the Plan, together with a request for improved facilities.	The Bright Croquet Club is now acknowledged within the Plan, and the club's desire for improved facilities is also noted.
Porepunkah Panthers Baseball Club to be acknowledged in the plan, together with a request for improved club facilities.	The Porepunkah Panthers Baseball Club is now acknowledged within the Plan, and the club's desire for improved facilities is also noted.
Review the need for upgrades to existing basketball facilities at Bright P-12, with better access and management arrangements. Request for new basketball facilities	Access and management arrangements noted in the Plan. Request for new and upgraded basketball facilities will be considered in the development of the Bright Pioneer Park Master Planning Project.
Various comments, edits and suggestions received from the Active Alpine organisation.	Noted and updated in the Plan where appropriate.

Feedback has been provided to all submitters, explaining how their comments have been addressed in the Plan.

POLICY IMPLICATIONS

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

- 1.1 A community that is active, connected and supported

FINANCIAL AND RESOURCE IMPLICATIONS

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

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

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

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

CONSULTATION

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

Engagement with residents, community organisations and services occurred through:

- 199 community survey responses
- 504 unique visits online
- 2 community sessions
- 34 responses on social media
- 42 clubs surveyed
- 11 stakeholder meetings with clubs
- 8 State Sporting Associations, schools and LGAs surveyed
- 28 Day Public Exhibition

Extensive consultation has been undertaken with the funding partner, Sport and Recreation Victoria, leveraging their significant experience in the sport and recreation funding environment and establishing and raising awareness for future funding opportunities.

Council Officers will continue to liaise with Councillors and key stakeholders throughout the development and implementation of the Action Plan.

CONCLUSION

Council has consulted extensively with the community on the development of the Sport and Active Recreation Plan, which is broadly supported by the community. It is recommended that Council adopts the Sport and Active Recreation Plan 2022-2033.

DECLARATION OF CONFLICT OF INTEREST

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

- Director Assets
- Manager Asset Development
- Project Officer

ATTACHMENT(S)

8.1.2 Sport and Active Recreation Plan 2022-2033

8.1.3 Petition - Kiewa Valley Speed Limit Changes

File Number: 1872.001

INTRODUCTION

This report relates to proposals to reduce the legal speed in the Mount Beauty and Tawonga South town centres.

Cr Prime

Cr Keeble

That Council:

- 1. approves the proposal to reduce the legal speed in Mount Beauty's town centre from 50 km/hr to 40 km/hr;*
- 2. approves the proposal to reduce the legal speed in Tawonga South's town centre from 60km/hr to 50km/hr;*
- 3. engages with the Department of Transport to formalise these changes; and*
- 4. advises the proponent of the petition of Council's decision.*

Carried

BACKGROUND

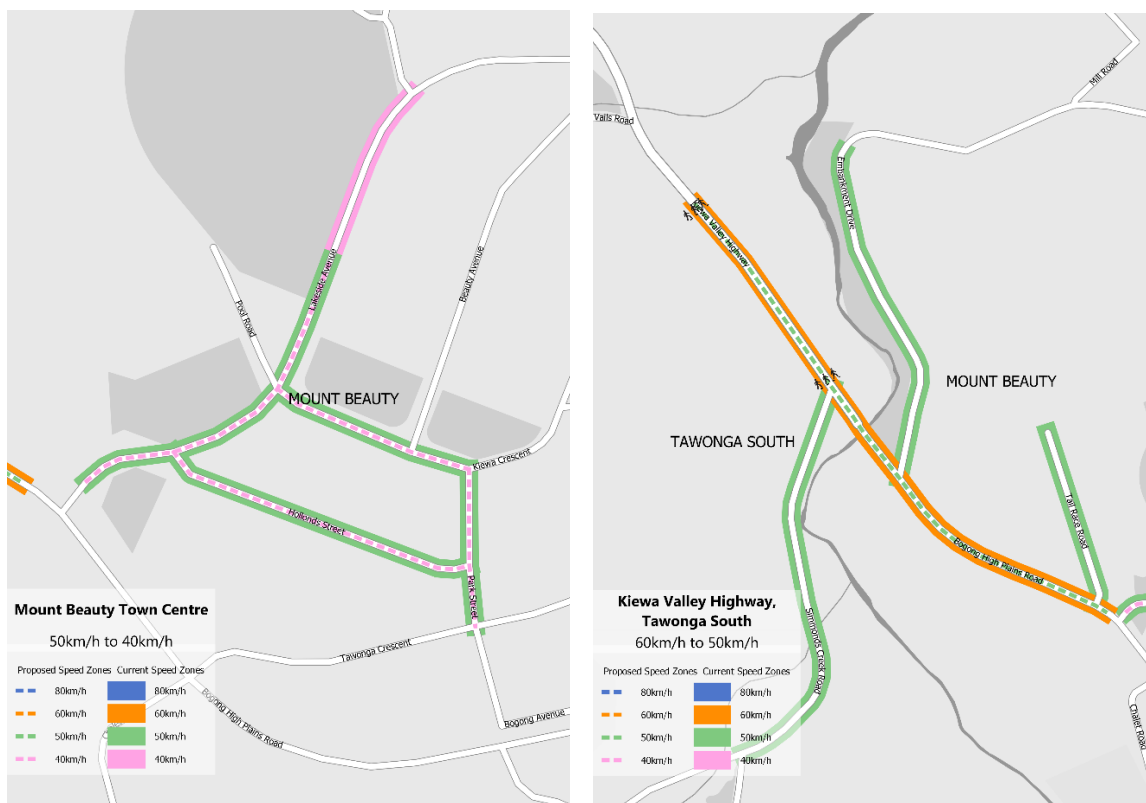
Following the May 2021 Council Meeting, a request was received from a representative of the Upper Kiewa Valley Community Association (UKVCA) for Council to consider implementing a reduction in the legal speed in the Mount Beauty and Tawonga South town centres. The request was repeated following the June 2021 Council Meeting.

On 5 January 2022 the UKVCA delivered a petition to Council, which relates specifically to the requested speed limit change in the Mount Beauty CBD.

The petition was tabled at the February 2022 Council Meeting and contains 237 signatures collected between July 2021 and January 2022, with the majority of the signatures collected on 1 January 2022. The petition states:

The Upper Kiewa Valley Community Association is proposing that the Mount Beauty CBD Speed Limit be reduced to 30/40kph. This proposal would encompass the CBD roads from the Kiewa Valley Highway roundabout onto Lakeside Ave., Hollonds Street, Park Street and Kiewa Crescent.

The proposed changes to the speed limits in the Mount Beauty and Tawonga South town centres are shown below:



ISSUES

Alpine Shire is becoming busier as a result of an increasing population and increasing visitation. This is particularly noticeable in our town centres, where both pedestrian and vehicular traffic movements have increased over recent years. It can be challenging for pedestrians to get around town safely, and the challenge increases for the elderly and families with young children.

Research conducted by Monash University Accident Research Unit has demonstrated the impact of vehicle speed on pedestrian safety. In 'Fact Sheet No. 6 - Improving Pedestrian Safety' is noted:

- At collision speeds above 35km/h the probability that a pedestrian will be fatally injured rises rapidly, with death almost certain at collision speeds of around 55km/h or higher.
- Moderation of vehicle speeds, especially to speeds not exceeding 30 or 40km/h, is critical. This can be achieved through adoption of low urban speed limits (maximum 50km/hr) with lower speeds (30-40km/h) in residential and shopping areas and school zones.

The proposed speed change in the Mount Beauty town centre is considered unlikely to noticeably impact on vehicular travel time, as the geometry and length of the streets makes it difficult to travel at 50km/hr. The requested change is supported by a petition containing 237 signatures.

The requested change in Tawonga South is not supported by a petition, and broad engagement of the community has not been carried out. The proposed speed change in Tawonga South encompasses a length of the Kiewa Valley Highway of approximately 1200m. The difference between travelling this length of road at 50km/h compared to 60km/h is an increase in travel time of approximately 14 seconds. This section of road includes the increasingly busy Tawonga South commercial strip, Visitor Information Centre and a well-used car park. It is a popular section of road with cyclists and pedestrians, and includes the narrow Tailrace Bridge, where there is limited width to safely accommodate vehicular traffic and cyclists.

POLICY IMPLICATIONS

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

- 4.5 Assets for our current and future needs

FINANCIAL AND RESOURCE IMPLICATIONS

Regional Roads Victoria is responsible for implementing changes in signage on the Kiewa Valley Highway.

The minor cost of signage changes in the Mount Beauty town centre can be funded from existing operational budgets.

CONSULTATION

A petition has been received from the community relating to the speed change in Mount Beauty CBD. No petition has been received which relates to the proposed change in Tawonga South, and Council Officers have not carried out broad engagement of the community.

Council Officers have engaged with Victoria Police, Regional Roads Victoria and the Department of Transport, with all three organisations indicating support for the proposed changes in speed limits. In the event that either or both of these proposals is supported by Council, it will be necessary to submit a formal request for a speed change to the Department of Transport.

CONCLUSION

Council has received requests to reduce the legal speed in Mount Beauty and Tawonga South, with the request relating to Mount Beauty supported by a petition containing 237 signatures. Council Officers have assessed these requests, including engagement with Victoria Police, Regional Roads Victoria and the Department of Transport. A reduction in the legal speeds as proposed will create an environment that is safer for residents and visitors accessing these town centres and will result in only a very minor negative impact to road users.

DECLARATION OF CONFLICT OF INTEREST

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

- Director Assets
- Manager Asset Maintenance

ATTACHMENT(S)

8.1.3 Petition - Proposal for speed limit reduction on the Mount Beauty CBD

8.2 DIRECTOR CORPORATE PERFORMANCE – HELEN HAVERCROFT

8.2.1 Budget Report - Quarterly Review

INTRODUCTION

The purpose of this report is to note the Budget Report - Quarterly Review for the period ending 31 December 2021.

Cr Keeble

Cr Prime

That Council receives and notes the Budget Report - Quarterly Review for the period ending 31 December 2021.

Carried

BACKGROUND

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

ISSUES

Council is forecasting a full year surplus of \$8.1m, which is \$1.5m higher than the budgeted surplus of \$6.6m.

The major driver of the forecasted increase in the surplus is additional grant income of \$2.8m. The most significant items are for:

- Additional unbudgeted funding for the Bogong High Plains Road Blackspot project \$1.3m
- Additional Bushfire Recovery Funding of \$1m
- Reduction in the Dargo High Plains Road Upgrade Phase 1 of \$0.8m
- Restatement of Capital Works Grants by an additional \$0.7m
- Great Valley Trail Income of \$0.4m
- Additional funding opportunities for community events projects of \$0.3m
- Unbudgeted funding for new employees from Apprenticeship Support Australia \$0.1m.

This increased income is partially offset by an increase in employee costs to comply with Council's recently approved Enterprise Agreement 2020 (\$0.3m) as well as higher materials and services expenditure of \$1.0m. The most significant materials and services items include increased insurance premiums, higher IT subscription services, COVID related activities, higher than anticipated level of activity for infrastructure asset

maintenance, and various unbudgeted programs that are fully or partially funded by grants.

Major forecast variances to capital works incomes and expenditures are as follows:

- Great Valley Trail – \$370k additional income and \$755k additional expenditure because of capital works being carried over from 2020/21
- Dargo High Plains Road Upgrade Phase 1 – forecast income and expenditure has been reduced by \$800k due to works being deferred until 2022/23
- Dinner Plain Activation Phase 2 – \$150k additional income and expenditure due to additional grant funding received
- Bogong High Plains Road Blackspot – \$1.3m additional grant funding income and expenditure due to additional grant funding received
- Snowy Creek Road Upgrade – forecast income has been reduced by \$110k as no further funds are expected to be received for this project
- Dinner Plain Activation Phase 1 and Dinner Plain Snowmaking – forecast expenditure has been reduced by \$720k due to the restricted availability of suitable contractors and a delayed component of the scope of the Dinner Plain projects
- Combustible waste infrastructure upgrade – additional expenditure of \$105k required to achieve compliance with EPA legislative requirements
- Buckland Valley Road Upgrade – additional expenditure of \$255k for road works that were originally planned to be delivered by DELWP.

Revised budget

The Local Government Act 2020 (LGA 2020) requires that an assessment be made as to whether a revised budget is required after the quarter two finance report is completed.

A revised budget is required under the LGA 2020 before any of the following can occur:

- a variation to the declared rates or charges
- undertake any borrowings that have not been approved in the budget
- a change to the budget that the Council considers should be the subject of community engagement.

As none of these three items is forecast to occur Council is not required to complete a revised budget for 2021/22.

POLICY IMPLICATIONS

The Report has been prepared in line with the requirements of the *Local Government Act 2020* (LGA 2020).

Section 97(1) of the LGA 2020 (Quarterly budget report) commenced on 24 October 2020 and states that, "As soon as practicable after the end of each quarter of the financial year, the CEO must ensure that a quarterly budget report is presented to the Council at a Council meeting which is open to the public".

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

Financial performance to date indicates a full year surplus of \$8.1m, which is \$1.5m higher than the budgeted surplus of \$6.6m.

CONSULTATION

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

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

CONCLUSION

The Finance Report - Quarterly Review for the period ending 31 December 2021 is presented for noting.

DECLARATION OF CONFLICT OF INTEREST

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

- Director Corporate Performance
- Manager Corporate
- Accountant

ATTACHMENT(S)

8.2.1 Budget Report - Quarterly Review for the period ending 31 December 2021.

8.2.2 Council Plan - Quarterly Performance Report

File Number: SU600.03

INTRODUCTION

The Alpine Shire Council Plan 2021-2025 was adopted by Council in October 2021 and sets out Council's direction for the next four years. Council has committed to providing quarterly updates to the community on the progress of this plan and presents this Quarterly Performance Report as the first update on commitments in 2021/22.

Cr Forsyth

Cr Janas

That the Alpine Shire Council Plan Quarterly Performance Report ending 31 December 2021 be received and noted.

Carried

BACKGROUND

Following an extensive community and deliberative engagement process, Council adopted the Alpine Shire Council Plan 2021-2025 in October 2021, with the plan taking effect from 1 July 2021.

The Council Plan lists strategic drivers, strategic objectives, strategies, strategic indicators, major initiatives, guiding legislation, and plans, that collectively provide direction to Council's endeavours during its term.

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

By reporting quarterly, Council ensures that progress against the Council Plan is on schedule, and that objectives and major initiatives are maintained as priorities year on year.

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

HIGHLIGHTS

The Council Plan 2021-2025 includes five strategic drivers, that align with the Community Vision 2040. Within each of these drivers, there are strategic objectives, strategies, and major initiatives that provide the means to report on Council's progress against the Council Plan.

High level highlights are summarised on the following pages – refer the attachment for detailed information.

Strategic Driver 1: For those who live and visit

- More than \$76,000 was allocated to community groups in August 2021, as part of Council's annual Community Grants program.
- Council registered intent to develop a Reflect Reconciliation Action Plan in September 2021 and has formed a working group to develop actions and deliverables, with key focus areas being: relationships, respect, opportunities, and governance and reporting.
- Council held the annual Youth Awards in November 2021, celebrating the achievements of young people in the Shire.

Strategic Driver 2: For a thriving economy

- Council applied to the Connecting Victoria NBN Co Regional Co-Investment Fund, including a submission for technology upgrades for Alpine communities. A mobile and internet strategy will be developed to investigate current issues and infrastructure and suggest priority projects for future advocacy.

Strategic Driver 3: For the bold protection of our future

- Council's Climate Action Plan was adopted in September 2021. Implementation of the plan includes Council entering into a Power Purchase Agreement which will result in a 75% reduction in greenhouse gas emissions, with 100% of Council's electricity consumption coming from renewable energy.

Strategic Driver 4: For the enjoyment and opportunities of our lifestyle

- Alpine Planning Scheme Amendment 60 was approved and completed. A policy neutral rewrite of the Local Planning Policy Framework was submitted to the relevant Minister.
- Annual Elm Leaf Beetle work has been completed, including updates to GIS location and tree measurements.
- The Great Valley Trail between Bright and Harrietville was practically complete by the end of December 2021, with minor works and signage to be completed by the end of March 2022.
- Work commenced on the Mount Beauty Airport extension in late November 2021.

Strategic Driver 5: For strong and informed leadership

- Council adopted the Community Vision, Council Plan, and Financial Plan in October 2021, completing a key suite of strategic planning documents in accordance with the Local Government Act 2020 (LGA 2020). All other LGA 2020 requirements due by 31 December 2021 were completed by the due date.
- Council completed its first Workplace Gender Audit, submitted to the Gender Equality Commission by the due date of 1 December 2021. Workshops with staff were held with staff in December to assist in development of the Gender Equality Action Plan due for completion by 31 March 2022. Both are requirements of the *Gender Equality Act 2020*.

POLICY IMPLICATIONS

The development of a Council Plan is a requirement of the *Local Government Act 2020* and is a guiding document for Council until 30 June 2025.

Quarterly reporting aligns with the following Alpine Shire Council Plan 2021-2025 Strategic Objective:

- 5.2: A responsible, transparent, and responsive organisation.

FINANCIAL AND RESOURCE IMPLICATIONS

The Council Plan is a key document informing the financial and human resources required to achieve Council's objectives. Resources to support implementation of the Council Plan are detailed in the long-term Financial Plan, and annual Budget.

CONSULTATION

The Council Plan was subject to public exhibition prior to being adopted by Council. Annual actions are detailed in Council's Budget, which is also subject to public exhibition prior to adoption.

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

CONCLUSION

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

DECLARATION OF CONFLICT OF INTEREST

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:

- Directors
- Managers
- Governance Officer

ATTACHMENT(S)

8.2.2 Alpine Shire Council Quarterly Performance Report – ending 31 December 2021

8.2.3 Instruments of Appointment and Authorisation - *Planning and Environment Act 1987*

File Number: Delegations register

INTRODUCTION

Instruments of Appointment and Authorisation are an important means of Council ensuring that its officers are appropriately authorised under the relevant Acts that Council administers. This report provides for the revocation of the Instrument of Appointment and Authorisation following a resignation from Council.

Cr Forsyth

Cr Keeble

That Council exercise the powers conferred by section 147(4) of the Planning and Environment Act 1987, so that the "S11A – Instrument of Appointment and Authorisation – Planning and Environment Act 1987" for the following member of Council staff, as dated, be revoked;

a. Planning Officer, dated 3 August 2021.

Carried

BACKGROUND

Council staff involved in planning roles require current and accurate authorisations to fulfil their duties. Following a resignation from Council a person's Instrument of Appointment and Authorisation now needs to be revoked.

ISSUES

Authorised Officers

Authorised officers have statutory powers under relevant legislation. In the case of Council's staff in the Planning department, the attached Instruments of Appointment and Authorisation (IoAA) under the *Planning and Environment Act 1987* mean that they are authorised officers for the purposes of that Act.

While Council may delegate its powers, duties or functions to staff, so that a delegate acts on behalf of the Council, staff appointed as authorised officers have their own statutory powers under the relevant Act.

Planning and Environment Act 1987

Section 188(1)(b) of the *Planning and Environment Act 1987* specifies that "a planning authority ... may by instrument delegate any of its powers, discretions or functions under this Act to an officer of the authority". However, Section 188(2)(c) specifically prevents an officer from further sub-delegating any duty, function or power. Therefore, as the responsible authority, Council must authorise staff directly using the "S11A – Instrument of Appointment and Authorisation – Planning and Environment Act 1987", rather than via the Chief Executive Officer.

Maddocks Delegations and Authorisations Service

Council utilises the delegations and authorisations service provided by law firm Maddocks. This is a template system used by many councils and provides a detailed way of ensuring that appropriate delegations and authorisations are given to Council staff. All of the relevant legislation affecting local government, including Acts and regulations and the sections that relate to the powers, duties and functions of Council are outlined within the template and the relevant officer is allocated accordingly.

POLICY IMPLICATIONS

Ensuring authorisations are kept up to date ensures that Council's planning staff can undertake their statutory roles.

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

- A well planned and safe community

FINANCIAL AND RESOURCE IMPLICATIONS

Council has an annual subscription to the Maddocks delegation and authorisation service that is provided for in Council's annual budget. There are no other financial implications associated with these instruments of appointment and authorisation.

Appropriate authorisations allow Council and Council staff to operate effectively and within legislative frameworks.

CONSULTATION

The relevant staff and Director have been consulted during the preparation of the IoAAs. There is no requirement to consult the community in the preparation of these instruments.

CONCLUSION

The appropriate appointment of authorised officers to enforce the *Planning and Environment Act 1987* is required to ensure that Council officers can undertake their statutory roles. The revocation of these appointments is also necessary when changes in staff occur.

DECLARATION OF CONFLICT OF INTEREST

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

- Director Corporate Performance
- Manager Corporate
- Governance Officer

ATTACHMENT(S)

Nil

8.2.4 Appointment of Independent Chairperson to CEO Employment and Remuneration Committee

INTRODUCTION

Following the adoption of Council's CEO Employment and Remuneration Policy (Policy) at its Ordinary Meeting held 14 December 2021, Council is required to establish a CEO Employment and Remuneration Committee (Committee) in accordance with requirements of section 45 of the *Local Government Act 2020*.

Council has sought expressions of interest for an Independent Chairperson from applicants with strong experience in executive recruitment. The process is now complete. This report is to recommend the appointment of an Independent Chairperson to Council's CEO Employment and Remuneration Committee for a four-year term.

Cr Keeble

Cr Kelley

That:

- 1. Council appoints David Preiss as its Independent Chairperson to the CEO Employment and Remuneration Committee,*
- 2. The term of appointment be set for four years and commence no later than 21 March 2022 pending the satisfactory completion of pre-appointment paperwork: and*
- 3. Remuneration be set at \$800 per meeting plus travel allowance.*

BACKGROUND

Council is required to establish a CEO Employment and Remuneration Committee (Committee) which will act as an advisory committee to Council. The Committee will comprise of an Independent Chairperson and at least three councillors, one of whom must be the Mayor.

The Independent Chairperson is responsible for providing independent professional advice in relation to the Policy in accordance with section 45(2) of the Act.

The Committee is to consider and make recommendations to Council in relation to all aspects of the CEO's Employment and Remuneration in accordance with the Policy.

Council recently completed a recruitment campaign for an Independent Chairperson with experience in executive recruitment and oversight of employment contracts as well as experience in developing and facilitation executive performance reviews. Experience and knowledge of the Local Government Section was desirable.

The recruitment process for the Independent Chairperson in accordance with the Council's Policy has now been completed.

Council has determined the term of appointment of the Independent Chairperson be set at four years and that remuneration to be paid for this position.

Sufficient allocation will be made available to cover the cost of the Independent Chairperson as part of the annual budget process.

ISSUES

None to report.

POLICY IMPLICATIONS

The Committee is in accordance with s45(2) of the *Local Government Act 2020* and any other relevant legislative requirements.

The recommendation is 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

Council acknowledges by implementation of the Policy, the Committee and/or the Independent Chairperson will from time to time require the assistance of members of staff, including assistance in relation to governance and human resources matters.

Council, the Committee and/or the Independent Chairperson may from time to time request a member of staff to provide assistance in implementing this Policy, recognising that the position of the member of staff is made difficult because he or she is accountable to the CEO (or a person acting as CEO) and therefore acknowledging that requests for assistance need to be limited to no more than those which are reasonably necessary.

CONSULTATION

Key staff and Councillors were involved in the development of the Policy. Council's Community Engagement Policy provides guidance on when Council must consult with the community. The Policy is operational in nature, guiding the way that Council will deal with the employment and recruitment of the CEO, and as such, the community has no ability to inform the decision-making at this time. As a result, the policy has not been released for public submissions prior to being adopted.

CONCLUSION

That Council appoints David Preiss as its Independent Chairperson to the CEO Employment and Remuneration Committee for a term of four years pending the satisfactory completion of pre-appointment paperwork.

DECLARATION OF CONFLICT OF INTEREST

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

- Director Corporate Performance
- Governance Officer
- Executive Assistant to CEO

ATTACHMENT(S)

Nil

9. 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 Forsyth

Cr Hughes

That the summary of informal meetings of Councillors for January / February 2022 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 9.0 to this report.

Date	Meeting
25 January	Oath of Office – Cr Simon Kelley
25 January	Briefing Session
1 February	Briefing Session
15 February	Briefing Session

Attachment(s)

- 9.0 Informal meetings of Councillors – January / February 2022

10. 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 reports by delegates.

11. 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.

12. Motions for which notice has previously been given

Nil

13. Reception and reading of petitions

Nil

14. Documents for sealing

Cr Janas
Cr Hughes

That the following documents be signed and sealed.

- 1. Contract No. CT21120 in favour of Enlocus for the Dinner Plain Activation Phase 2 – Design Services.*
- 2. Contract No. CT21062 in favour of Country Wide Asphalt Pty Ltd for the supply of Asphalt Overlay 2021-22.*
- 3. Contract No. CT21063 in favour of Country Wide Asphalt Pty Ltd for Resealing 2021-22.*
- 4. Contract No. CT21140-01 in favour of GlobalOne Technologies for the ICT System Host and Storage Renewal.*
- 5. Contract No CT21067 in favour of Richardson Earthworks and Maintenance for Toms Road Upgrade.*
- 6. Contract No 2113401 in favour of Downer EDI Works Pty Ltd for the Bogong High Plains Road - Supply and Lay Asphalt.*

Carried

There being no further business the Chairperson declared the meeting closed at 6.09p.m.

.....

Chairperson

Alpine Shire Council Local Government Countback Report

Countback held on 19 January 2022
to fill the extraordinary vacancy





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(Victorian Electoral Commission)
2022

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Local Government 2022
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Background

An extraordinary vacancy occurred within Alpine Shire Council due to the resignation of Councillor Charlie Vincent on Wednesday 22 December 2021.

The vacating councillor was one of 7 councillors elected for at the Alpine Shire Council general election in October 2020.

The *Local Government Act 2020 (the Act)* requires the vacancy to be filled, in the first instance, from among the list of the remaining unsuccessful candidates who were eligible for election at the general election.

Election Manager

The Electoral Commissioner appointed Katrina Collins as the Election Manager for the countback. Ms Collins is an employee of the VEC and is experienced in the conduct of elections and polls.

Key Dates

Date vacancy occurred	Wednesday 22 December 2021
Written notice emailed to candidates	Thursday 23 December 2021
Public notice of countback published on VEC website	Thursday 23 December 2021
Countback day	Wednesday 19 January 2022
Declaration of result	Thursday 20 January 2022
Public notice of result published on VEC website	Thursday 20 January 2022

The Countback

The countback counting system

The Act requires a countback to be used as the first method of filling an extraordinary vacancy that occurs in multi-councillor municipal districts, including wards with more than one councillor and unsubdivided councils where there are one or more previously unsuccessful candidates. Countbacks are designed to fill the vacancy in proportion to the amount of support each candidate has in the electorate that elected the vacating councillor. If there is no eligible candidate remaining to fill the vacancy, a by-election is held.

The Victorian Electoral Commission's (VEC) electronic counting equipment and systems are used to conduct the countback.

Exclusion of certain candidates from participating in the countback

The Election Manager is required under the Act to exclude any candidate who the Election Manager knows has died or has otherwise ceased to be qualified to be elected from participating in the countback.

The eligibility of all unsuccessful candidates was assessed prior to the countback and the Election Manager was satisfied that all previously unsuccessful candidates were eligible to be included in the countback.

Countback arrangements

The VEC hosted the countback online, using Cisco Webex from 11 am on Wednesday 19 January 2022. The VEC published the link to the live stream on the VEC website just prior to the commencement of the countback. Any interested party could live stream the countback.

Notification of countback

A public notice of the countback was published on the VEC's website on Thursday 23 December 2021 specifying the date, time and place for the conduct of the countback, and providing the contact details of the Election Manager. This notice was also published in the council's preferred newspapers: *Border Mail* on Saturday 8 January and *Myrtleford Times/Alpine Observer* on Wednesday 12 January 2022. **Appendix 1** includes a copy of the public notice.

The six candidates eligible to participate in the countback were advised in writing on Thursday 23 December 2021 of the details contained in the published notice.

VEC website

The VEC provided specific information regarding the countback on its website under the 'Current Elections' page.

The website was updated with content relevant to the countback and at each key milestone such as notification of the countback and results of the countback.

Media liaison

The VEC's media liaison program principally featured media releases informing that a countback was required and the countback result.

Countback

The VEC hosted the countback online, using Cisco Webex. The countback was conducted by computer at 11 am on Wednesday 19 January 2022.

The Act provides that all the formal ballot papers counted at the original election are included in the countback. For the Alpine Shire Council countback there were 8,891 formal ballot papers included which were redistributed to the remaining eligible unsuccessful candidates.

The countback method is based on proportional representation counting whereby a participating candidate must achieve a quota to be elected. The quota for the count was 1,112 - the same quota as that which was applied to the count of votes at the original election.

All previously elected candidates (excluding the vacating candidate) are included in the countback along with those candidates that were previously unsuccessful. The first preference votes from the vacating candidate are distributed between all candidates included in the countback based on the voters' second preference in order to determine the total number of formal votes for each candidate participating in the countback prior to commencement of the calculation.

Whilst the votes for previously elected candidates are included in the countback, only a previously unsuccessful candidate can be elected. Once someone is elected the count will stop.

Once all formal votes for each participating candidate were established, no previously unsuccessful candidate had achieved the quota therefore the distribution continued.

The system commenced distributing the surplus from previously elected candidates and excluding candidates with the lowest number of votes. At the conclusion of the countback Simon Kelley was the successful candidate having received the quota.

The detailed countback distribution report is shown in **Appendix 2**.

Result

Declaration of result

Following the countback, Simon Kelley was invited to complete a declaration of qualification to become a councillor. Mr Kelley completed the declaration and was publicly declared elected by the Election Manager on Thursday 20 January 2022 in a meeting via Microsoft Teams.

Notification to Minister

The Minister for Local Government was notified in writing of the result of the countback on Friday 21 January 2022. **Appendix 3** includes a copy of the letter to the Minister for Local Government.

Notification to unsuccessful candidates

The unsuccessful candidates were notified in writing of the result of the countback and that the successful candidate had satisfactorily completed the declaration of qualification to become a councillor and was declared elected to fill the extraordinary vacancy on Alpine Shire Council on Thursday 20 January 2022.

Publication of result

A public notice announcing the result was published on the VEC's internet site on Thursday 20 January 2022. A public notice was also published in the *Myrtleford Times/Alpine Observer* newspaper on Wednesday 26 January 2022. **Appendix 4** includes a copy of the notice.

Electronic record of ballot papers

All records from the election will be kept by the VEC safely and secretly in accordance with Regulation 79 (1) of the Local Government (Electoral) Regulations 2020.

Appendix 1: Notice of countback

Alpine Shire Council Extraordinary Vacancy



An extraordinary vacancy has occurred within Alpine Shire Council due to the resignation of Councillor Charlie Vincent on Wednesday 22 December 2021.

The vacancy will be filled through a countback of the formal ballot papers cast at the last general election in October 2020. Votes will be redistributed to candidates who were unsuccessful at that general election, and who remain eligible to participate in the countback, to fill the extraordinary vacancy.

The countback will take place at **11 am on Wednesday 19 January 2022.**

The Victorian Electoral Commission will be hosting the countback online using Cisco Webex from 10:45 am on Wednesday 19 January 2022. Interested parties may observe the countback by visiting vec.vic.gov.au

The result will be published online at vec.vic.gov.au following the countback.

Katrina Collins
Election Manager

Victorian Electoral Commission

vec.vic.gov.au | 131 832

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



Appendix 2: Countback distribution report

Countback Distribution Report

Print Date/Time: 19/01/2022, 11:04:55 AM

Alpine Shire Council 2020

Alpine Shire Council

Vacating Candidate: VINCENT, Charlie

Formal Ballot Papers included in count: 8891

Total No. of Ballot Papers to be Distributed: 8891

Quota: 1112

Candidates																		
Count No.	Count Details	Transfer Value		FLETCHER, Mickey	VACCARO, Mario	FORSYTH, John	CHALWELL, Katarina	KNAPPSTEIN, Kitty	PRIME, Kelli	RONCO, Jean-Pierre Louis	KEEBLE, Tony	KELLEY, Simon	JANAS, Ron	NICHOLAS, Sarah	PEARCE, Daryl	Gain/Loss	Exhausted	TOTAL
1	1st Preferences	1		448	504	618	924	321	1296	220	1015	643	1576	780	546		0	8891
	Surplus of JANAS, Ron, 1576 ballot papers distributed	0.29441624	BPs	68	232	540	128	72	0	19	136	111	-1576	140	130		0	
2			Value	20	68	158	37	21	0	5	40	32	-464	41	38	4	0	
			PTotal	468	572	776	961	342	1296	225	1055	675	1112	821	584	4	0	8891
	Surplus of PRIME, Kelli, 1296 ballot papers distributed	0.1419753	BPs	117	65	40	317	75	-1296	46	357	166	0	79	34		0	
3			Value	16	9	5	45	10	-184	6	50	23	0	11	4	5	0	
			PTotal	484	581	781	1006	352	1112	231	1105	698	1112	832	588	9	0	8891
	Exclusion of RONCO, Jean-Pierre Louis, 220 ballot papers from count 1	1	BPs	13	18	17	71	19	0	-220	13	37	0	16	16		0	
4			Value	13	18	17	71	19	0	-220	13	37	0	16	16	0	0	
			PTotal	497	599	798	1077	371	1112	11	1118	735	1112	848	604	9	0	8891
	Exclusion of RONCO, Jean-Pierre Louis, 19 ballot papers from count 2	0.29441624	BPs	1	2	4	6	1	0	-19	0	3	0	2	0		0	
5			Value	0	0	1	1	0	0	-5	0	0	0	0	0	3	0	
			PTotal	497	599	799	1078	371	1112	6	1118	735	1112	848	604	12	0	8891
	Exclusion of RONCO, Jean-Pierre Louis, 46 ballot papers from count 3	0.1419753	BPs	4	7	1	8	2	0	-46	0	14	0	8	2		0	
6			Value	0	0	0	1	0	0	-6	0	1	0	1	0	3	0	
			PTotal	497	599	799	1079	371	1112	0	1118	736	1112	849	604	15	0	8891
	Surplus of KEEBLE, Tony, 1521 ballot papers distributed	0.00394477	BPs	115	114	134	209	103	0	0	-1521	576	0	171	99		0	
7			Value	0	0	0	0	0	0	0	-6	2	0	0	0	4	0	
			PTotal	497	599	799	1079	371	1112	0	1112	738	1112	849	604	19	0	8891

Candidates

Count No.	Count Details	Transfer Value		FLETCHER, Mickey	VACCARO, Mario	FORSYTH, John	CHALWELL, Katarina	KNAPPSTEIN, Kitty	PRIME, Kelli	RONCO, Jean-Pierre Louis	KEEBLE, Tony	KELLEY, Simon	JANAS, Ron	NICHOLAS, Sarah	PEARCE, Daryl	Gain/Loss	Exhausted	TOTAL	
8	Exclusion of KNAPPSTEIN, Kitty, 321 ballot papers from count 1	1	BPs	33	31	36	72	-321	0	0	0	39	0	78	32		0		
			Value	33	31	36	72	-321	0	0	0	39	0	78	32	0	0		
			PTotal	530	630	835	1151	50	1112	0	1112	777	1112	927	636	19	0	8891	
9	Exclusion of KNAPPSTEIN, Kitty, 19 ballot papers from count 4	1	BPs	0	1	4	0	-19	0	0	0	8	0	3	3		0		
			Value	0	1	4	0	-19	0	0	0	8	0	3	3	0	0		
			PTotal	530	631	839	1151	31	1112	0	1112	785	1112	930	639	19	0	8891	
10	Exclusion of KNAPPSTEIN, Kitty, 73 ballot papers from count 2,5	0.29441624	BPs	8	14	15	0	-73	0	0	0	10	0	17	9		0		
			Value	2	4	4	0	-21	0	0	0	2	0	5	2	2	0		
			PTotal	532	635	843	1151	10	1112	0	1112	787	1112	935	641	21	0	8891	
11	Exclusion of KNAPPSTEIN, Kitty, 77 ballot papers from count 3,6	0.1419753	BPs	9	4	12	0	-77	0	0	0	25	0	23	4		0		
			Value	1	0	1	0	-10	0	0	0	3	0	3	0	2	0		
			PTotal	533	635	844	1151	0	1112	0	1112	790	1112	938	641	23	0	8891	
12	Exclusion of KNAPPSTEIN, Kitty, 103 ballot papers from count 7	0.00394477	BPs	2	18	28	0	-103	0	0	0	26	0	22	7		0		
			Value	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
			PTotal	533	635	844	1151	0	1112	0	1112	790	1112	938	641	23	0	8891	
13	Surplus of CHALWELL, Katarina, 1735 ballot papers distributed	0.02247838	BPs	249	125	203	-1735	0	0	0	0	476	0	456	226		0		
			Value	5	2	4	-39	0	0	0	0	10	0	10	5	3	0		
			PTotal	538	637	848	1112	0	1112	0	1112	800	1112	948	646	26	0	8891	
14	Exclusion of FLETCHER, Mickey, 448 ballot papers from count 1	1	BPs	-448	166	68	0	0	0	0	0	97	0	55	62		0		
			Value	-448	166	68	0	0	0	0	0	97	0	55	62	0	0		
			PTotal	90	803	916	1112	0	1112	0	1112	897	1112	1003	708	26	0	8891	
15	Exclusion of FLETCHER, Mickey, 46 ballot papers from count 4,8	1	BPs	-46	6	7	0	0	0	0	0	18	0	9	6		0		
			Value	-46	6	7	0	0	0	0	0	18	0	9	6	0	0		
			PTotal	44	809	923	1112	0	1112	0	1112	915	1112	1012	714	26	0	8891	
16	Exclusion of FLETCHER, Mickey, 77 ballot papers from count 2,5,10	0.29441624	BPs	-77	25	21	0	0	0	0	0	13	0	9	9		0		
			Value	-22	7	6	0	0	0	0	0	3	0	2	2	2	0		
			PTotal	22	816	929	1112	0	1112	0	1112	918	1112	1014	716	28	0	8891	
17	Exclusion of FLETCHER, Mickey, 130 ballot papers from count 3,6,11	0.1419753	BPs	-130	36	15	0	0	0	0	0	34	0	23	22		0		
			Value	-17	5	2	0	0	0	0	0	4	0	3	3	0	0		
			PTotal	5	821	931	1112	0	1112	0	1112	922	1112	1017	719	28	0	8891	

Candidates

Count No.	Count Details	Transfer Value		FLETCHER, Mickey	VACCARO, Mario	FORSYTH, John	CHALWELL, Katarina	KNAPPSTEIN, Kitty	PRIME, Kelli	RONCO, Jean-Pierre Louis	KEEBLE, Tony	KELLEY, Simon	JANAS, Ron	NICHOLAS, Sarah	PEARCE, Daryl	Gain/Loss	Exhausted	TOTAL		
18	Exclusion of FLETCHER, Mickey, 249 ballot papers from count 13	0.02247838	BPs	-249	59	31	0	0	0	0	0	74	0	55	30		0			
			Value	-5	1	0	0	0	0	0	0	0	1	0	1	0	2	0		
			PTotal	0	822	931	1112	0	1112	0	1112	0	1112	923	1112	1018	719	30	0	8891
19	Exclusion of FLETCHER, Mickey, 117 ballot papers from count 7, 12	0.00394477	BPs	-117	38	26	0	0	0	0	0	18	0	16	19		0			
			Value	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
			PTotal	0	822	931	1112	0	1112	0	1112	0	1112	923	1112	1018	719	30	0	8891
20	Exclusion of PEARCE, Daryl, 546 ballot papers from count 1	1	BPs	0	126	106	0	0	0	0	0	114	0	200	-546		0			
			Value	0	126	106	0	0	0	0	0	0	114	0	200	-546	0	0		
			PTotal	0	948	1037	1112	0	1112	0	1112	0	1112	1037	1112	1218	173	30	0	8891
21	Exclusion of PEARCE, Daryl, 119 ballot papers from count 4,8,9,14,15	1	BPs	0	34	28	0	0	0	0	0	57	0	0	-119		0			
			Value	0	34	28	0	0	0	0	0	0	57	0	0	-119	0	0		
			PTotal	0	982	1065	1112	0	1112	0	1112	0	1112	1094	1112	1218	54	30	0	8891
22	Exclusion of PEARCE, Daryl, 148 ballot papers from count 2,10,16	0.29441624	BPs	0	57	54	0	0	0	0	0	37	0	0	-148		0			
			Value	0	16	15	0	0	0	0	0	0	10	0	0	-42	1	0		
			PTotal	0	998	1080	1112	0	1112	0	1112	0	1112	1104	1112	1218	12	31	0	8891
23	Exclusion of PEARCE, Daryl, 62 ballot papers from count 3,6,11,17	0.1419753	BPs	0	20	12	0	0	0	0	0	30	0	0	-62		0			
			Value	0	2	1	0	0	0	0	0	0	4	0	0	-7	0	0		
			PTotal	0	1000	1081	1112	0	1112	0	1112	0	1112	1108	1112	1218	5	31	0	8891
24	Exclusion of PEARCE, Daryl, 256 ballot papers from count 13,18	0.02247838	BPs	0	55	74	0	0	0	0	0	127	0	0	-256		0			
			Value	0	1	1	0	0	0	0	0	0	2	0	0	-5	1	0		
			PTotal	0	1001	1082	1112	0	1112	0	1112	0	1112	1110	1112	1218	0	32	0	8891
25	Exclusion of PEARCE, Daryl, 125 ballot papers from count 7,12,19	0.00394477	BPs	0	39	40	0	0	0	0	0	46	0	0	-125		0			
			Value	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
			PTotal	0	1001	1082	1112	0	1112	0	1112	0	1112	1110	1112	1218	0	32	0	8891
26	Surplus of NICHOLAS, Sarah, 2162 ballot papers distributed	0.04902867	BPs	0	360	537	0	0	0	0	0	1265	0	-2162	0		0			
			Value	0	17	26	0	0	0	0	0	0	62	0	-106	0	1	0		
			PTotal	0	1018	1108	1112	0	1112	0	1112	0	1112	1172	1112	1112	0	33	0	8891
Name of candidate who would be declared elected:																				
KELLEY, Simon																				

Appendix 3: Notification to the Minister for Local Government



Our Ref: ELECTION177-2061020233-93

21 January 2022

The Hon Shaun Leane MLC
Minister for Local Government
Level 27, 1 Spring Street
Melbourne Vic 3000

(By email to natalie.tyler@minstaff.vic.gov.au)

Dear Minister

Extraordinary vacancy for Alpine Shire Council

Following the resignation of Councillor Charlie Vincent, the Victorian Electoral Commission was requested to conduct a countback to fill the extraordinary vacancy on Alpine Shire Council by the Council's Chief Executive Officer.

The countback was held at 11 am on Wednesday 19 January 2022 online using Cisco Webex and the successful candidate was Simon Kelley. Mr Kelley completed the declaration of qualification and has been declared elected.

A copy of the countback distribution report is enclosed for your information.

If you have any questions relating to this countback, please contact Katrina Collins, Local Government Program Manager on (03) 8620 1145 or by email at katrina.collins@vec.vic.gov.au.

Yours sincerely


Warwick Gately AM
Electoral Commissioner

End.

Appendix 4: Notice of result

Alpine Shire Council Extraordinary Vacancy



DECLARATION OF RESULT

At the countback of votes on Wednesday 19 January 2022, the following candidate was elected to fill an extraordinary vacancy within Alpine Shire Council:

KELLEY, Simon

Katrina Collins
Election Manager
Victorian Electoral Commission

The Victorian Electoral Commission conducted this countback on behalf of Alpine Shire Council.

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



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SCOUT HALL SITE - boundary in red





OPTION 1 - parkland


(shade trees, seating, grassing, carparking)

Total number of votes received at community engagement session



OPTION 2 - new community building

(potential museum site, upgraded carparking and vehicle access)

 Total number of votes received at community engagement session



ALPINE BETTER PLACES
TAWONGA SCOUT HALL SITE OPTIONS

Tawonga
Tw₃





OPTION 3 - relocated playing courts (with or without covered structure)

Total number of votes received at community engagement session



ALPINE BETTER PLACES
TAWONGA SCOUT HALL SITE OPTIONS

Tawonga
Tw₄





 Total number of votes received at community engagement session

OPTION 4 - 'pump track' circuit

(designated cycle, skate, scooter, youth activity zone)



ALPINE BETTER PLACES
TAWONGA SCOUT HALL SITE OPTIONS

Tawonga
Tw₅



Special Rate Area

Dinner Plain



0 100 200 m

Coordinate System GDA94 MGA Zone 55

Created: 25/3/2022

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



ALPINE
SHIRE COUNCIL

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E:\Projects\Once Off\202203 - Dinner Plain Special Rate Area



Draft Budget

2022/23

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1 Mayor and CEO's Introduction

We are delighted to present the Draft Alpine Shire Council 2022/23 budget, our first budget with a focus on the new Community Vision 2040 and Council Plan 2021-2025.

The new Community Vision and Council Plan were developed through comprehensive community engagement, resulting in a plan clearly aligned with the needs and aspirations of our community.

With an exciting new set of strategic objectives and a renewed commitment to support, build and represent our community, this budget aims to balance our business-as-usual with a range of new initiatives and a large capital works program.

Council's 2022/23 budget provides a strong financial position, allowing us to focus on critical services and initiatives to support our community.

We plan to deliver another strong capital expenditure program (\$17.8 million), made possible through supporting Government grant funding of nearly \$9 million.

Major projects include the Dinner Plain Activation (\$1.45m), Dargo High Plains Road Upgrade (\$2.25m), Landfill Rehabilitation (\$2.2m), Annual Road Renewal Program (\$1.5m), Detailed Design of the Ablett Pavilion Upgrade, Myrtleford Splashpark, Myrtleford Savoy Soccer Club Upgrade, and the Harrietteville Tronoh Dredge Hole Precinct.

The Tawonga Memorial Hall Upgrade, and Mountain View Children's Centre Concept Design will also be carried out in this new financial year.

Further supporting Council's commitment to climate change mitigation and reduction of greenhouse gas emissions, a number of key projects will be delivered to improve the efficiency and environmental impacts of Council infrastructure.

These vital projects include the Mount Beauty Stadium Renewable Energy Upgrade (\$200,000) and Bright Office Electric Vehicle Charging station installation (\$61,000).

The Energy Efficient Streetlight Upgrade (\$500,000) will see ageing and inefficient street lighting replaced with energy-efficient alternatives, and a number of Council buildings will be upgraded to renewable energy solutions.

While delivering a large capital works program, we will also continue to maintain our vital civil assets to a standard that we are all proud of, from our roads, bridges and footpaths to our buildings, public amenities, bins and recreational areas.

As we progress through 2022 and into 2023 Council will work with the community to develop and adopt key documents that will guide our operation into the future.

These include the completion of the Land Development Strategy, which will identify future growth areas in the Shire, and commencement of a Community Climate Action Plan in response to the Climate Emergency declared by Council in November 2021.

We will deliver climate action initiatives to deliver net zero corporate carbon emissions by July 2023 and prepare for the roll out of the kerbside collection service for Food Organics, Green Organics (FOGO).

Our strategic planning, building control, local laws and environmental health functions will continue to underpin our ability to support a safe, sustainable and highly liveable Shire.

As we continue to adapt to changing conditions, our budget provides full support for our diverse community facilities and activities, from our libraries, airports, swimming pools and visitor information centres, to our youth activities and maternal and child health services.

The budget proposes a rate increase of 1.75% for 2022/23, (1.5% in 2021/22) in line with the Fair Go Rates System, which caps Victorian Council rate increases in line with inflation.

We believe this budget strikes the important balance between supporting our residents and business in their ongoing recovery from the COVID-19 pandemic and delivering key climate change initiatives and projects with an eye to an exciting and prosperous future, while remaining financially responsible.

We are proud to serve our vibrant community in a place known for its natural beauty and its many opportunities for both residents and visitors.

We invite you to read this draft budget and provide feedback during the exhibition period. We look forward to your views on this important document.

Cr Sarah Nicholas
Mayor

Charlie Bird
Chief Executive Officer

Financial Snapshot

Key Statistics	2021/22 Forecast	2022/23 Budget
Total Operating Expenditure (\$000)	31,774	30,345
Underlying Operating Surplus (\$000)	8,112	7,770
Capital Works Expenditure (\$000)	18,584	17,760
Staff Numbers (EFT)	124	127

Budgeted Expenditure by Strategic Driver	2022/23 Budget	% of Budget
1. For those who live and visit	1,751	4%
2. For a thriving economy	1,273	3%
3. For the bold protection of our future	3,048	7%
4. For the enjoyment and the opportunities of our lifestyle ^{*1}	21,332	50%
5. For strong and informed leadership ^{*2}	15,517	36%

^{*1} Capital expenditure is largely contained in Strategic Driver 4

^{*2} Operational wages are all included in Strategic Driver 5

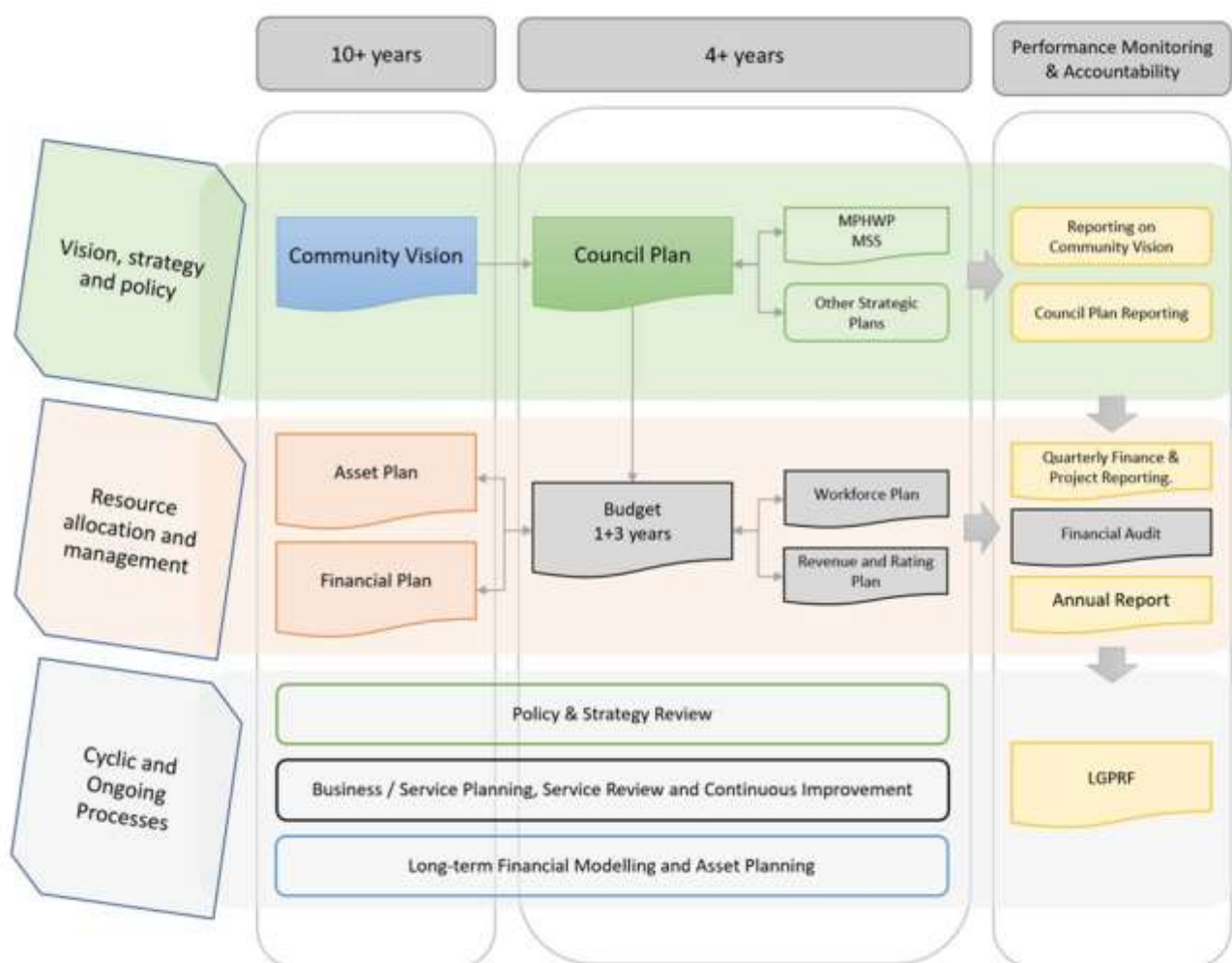
2 Link to the Integrated Planning and Reporting Framework

This section describes how the Annual Budget links to the achievement of the Community Vision 2040 and Council Plan 2021-2025 within an overall integrated planning and reporting framework.

This framework guides the Council in identifying community needs and aspirations over the long term (Community Vision 2040 and Long Term Financial Plan), medium term (Council Plan, Workforce Plan and Revenue and Rating Plan) and short term (Budget) and then holding itself accountable (Annual Report).

2.1 Legislative planning and accountability framework

The Budget is a rolling four-year plan that outlines the financial and non-financial resources that Council requires to achieve the strategic objectives described in the Council Plan. The diagram below depicts the integrated planning and reporting framework that applies to local government in Victoria. At each stage of the integrated planning and reporting framework there are opportunities for community and stakeholder input. This is important to ensure transparency and accountability to both residents and ratepayers.



Source: Department of Jobs, Precincts and Regions

The timing of each component of the integrated planning and reporting framework is critical to the successful achievement of the planned outcomes.

2.1.1 Key Planning Considerations

Although councils have a legal obligation to provide some services — such as animal management, local roads, food safety and statutory planning — most council services are not legally mandated, including some services closely associated with councils, such as libraries, building permits and sporting facilities. Further, over time, the needs and expectations of communities do change.

Therefore, councils need to have robust processes for service planning and review to ensure all services continue to provide value for money and are in line with community expectations. In doing so, councils should engage with communities to determine how to prioritise resources and balance service provision against other responsibilities such as asset maintenance and capital works.

Community consultation needs to be in line with a council's adopted Community Engagement Policy and Public Transparency Policy.

2.2 Our Purpose

Our Community Vision

"Our people, places and environment enrich our area's resilience, prosperity, and sustainability".

The 2040 Community Vision was developed in consultation with our community in 2021. This vision identifies and articulates the long-term aspirations, needs and opportunities of our community and is also consistent with community sentiment expressed during the development of the Council Plan that was adopted in October 2021.

Our Values

1. **A**ccountable
2. **L**eadership
3. **P**roductive
4. **I**ntegrity
5. **N**urture
6. **E**ngaged

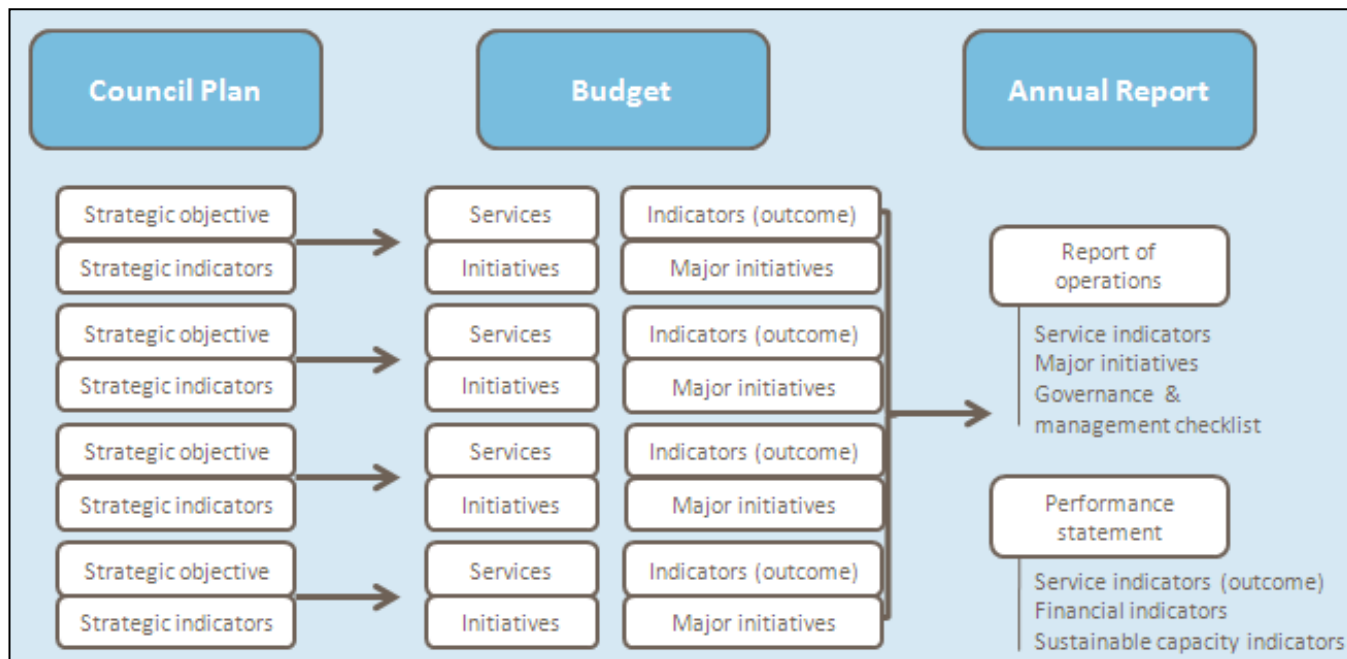
2.3 Strategic Objectives

The Community Vision 2040 provides the long term vision that outlines the aspirations and goals of the Alpine Shire community. This is underpinned by the five strategic drivers identified through community and deliberative engagement that are critical to achieving the community's Vision and frame the Council Plan. The Council Plan 2021-2025 is a four-year plan that outlines Council's role and how it will pursue the aspirations and goals outlined in the Community Vision, Municipal Public Health and Wellbeing Plan and other strategies and plans developed by Council. The Strategic Objectives support delivery of our Strategic Drivers. Under some of the Objectives will be strategies, which describe how we will achieve our objectives over the next four years.

Strategic Drivers	Strategic Objectives
1. For those who live and visit	<ul style="list-style-type: none"> • A community that is active, connected and supported • Services and resources that enhance health and wellbeing • A caring community • Increasing healthy eating and active living • Improving mental wellbeing • Preventing all forms of violence
2. For a thriving economy	<ul style="list-style-type: none"> • Diverse reasons to visit • Innovative and sustainable business development that supports year-round benefit • Access to technology that meets our evolving needs
3. For the bold protection of our future	<ul style="list-style-type: none"> • Decisive leadership to address the impacts and causes of climate change • Stewardship and care of our natural environment • Responsible management of waste • A community that is prepared for, can respond to, and recover from emergencies • Reducing the impact of climate change on health
4. For the enjoyment and opportunities of our lifestyle	<ul style="list-style-type: none"> • Conservation and promotion of the distinct character across the Shire • Planning and development that reflects the aspirations of the community • Accessible parks that promote active and passive recreation • Diverse arts and cultural experience • Assets for our current and future needs
5. For strong and informed leadership	<ul style="list-style-type: none"> • Effective communication and engagement • A responsible, transparent, and responsive organisation • Bold leadership, strong partnerships and effective advocacy

3 Services, and Service Performance Indicators

This section provides a description of the services and initiatives to be funded in the Budget for the 2022/23 year and how these will contribute to achieving the strategic drivers outlined in the Council Plan. It also describes several initiatives and service performance outcome indicators for key areas of Council’s operations. In line with legislation, Council has identified major initiatives, and service performance outcome indicators in the Budget and will report against them in the Annual Report to support transparency and accountability. The relationship between these accountability requirements in the Council Plan, the Budget and the Annual Report is shown below



Source: Department of Jobs, Precincts and Regions

3.1 Strategic Driver: For those who live and visit

Vision: To be connected, supported, and welcomed throughout all stages of life.

3.1.1 Services

Service area	Description of services		2021/22 Forecast \$'000	2022/23 Budget \$'000
Libraries	Libraries consist of the Alpine Shire library branches in Myrtleford, Bright and Mount Beauty and delivery of programs such as rhyme time, story time, school holiday programs and visiting authors. The Council also operates the High Country Library Network Hub, which undertakes the purchase and management of books and library materials for the Alpine Shire Council as well as neighbouring councils of Benalla, Mansfield and Wangaratta as a shared service.	Expense	709	719
		Revenue	930	966
		NET Expense (Revenue)	(221)	(247)
Swimming Pools	This service is managed under contract to Belgravia Leisure Services. It covers Bright Sports Centre, the provision of outdoor seasonal pools at Myrtleford and Mount Beauty and lifeguarding at the Bright and Porepunkah river pools.	Expense	412	480
		Revenue	18	0
		NET Expense (Revenue)	394	480
Visitor Information Centres	This service comprises visitor information services located at Bright, Mount Beauty and Myrtleford. Income is derived from the sale of souvenirs and the lease of the River-deck Café in Bright.	Expense	134	161
		Revenue	0	175
		NET Expense (Revenue)	134	(14)
Youth	Provision of specific services to youth in the community, including youth awards, youth activities and the Learner to Probationary (L2P) program.	Expense	161	161
		Revenue	115	128
		NET Expense (Revenue)	45	33
Community Development	This service is concerned with building community capacity. Key areas include community resilience, the community grant program and implementing the Municipal Health and Wellbeing Plan.	Expense	457	252
		Revenue	581	453
		NET Expense (Revenue)	(124)	(201)
School Crossings	Council provides the school crossing supervisor function to schools within the Alpine Shire Council.	Expense	1	2
		Revenue	37	37
		NET Expense (Revenue)	(36)	(35)

3.1.2 Major Initiatives

- Implement the Alpine Shire Council Access and Inclusion Plan.
- Reflect Reconciliation Action Plan

3.1.3 Strategic Indicators

- Number of visits to aquatic facilities per head of population
- Active library borrowers in municipality
- Cost of library service per population
- Participation in the Maternal and Child Health service
- Participation in supported playgroups

3.1.4 Prescribed Service performance outcome indicators

Service	Indicator	Performance Measure	Computation
Swimming Pools (Aquatic Facilities)	Utilisation	Utilisation of aquatic facilities	Number of visits to aquatic facilities / Municipal population
Libraries	Participation	Active library borrowers in the municipality	[Number of active library borrowers in the last three years / The sum of the population for the last three years] x 100
Maternal and Child Health	Participation	Participation in the MCH service	[Number of children who attend the MCH service at least once (in the year) / Number of children enrolled in the MCH service] x100
Maternal and Child Health	Participation	Participation in the MCH service by Aboriginal children	[Number of Aboriginal children who attend the MCH service at least once (in the year) / Number of Aboriginal children enrolled in the MCH service] x100

3.2 For a thriving economy

Vision: Ideas and industry thrive through a climate sensitive and diverse economy.

3.2.1 Services

Service area	Description of services provided		2021/22 Forecast \$'000	2022/23 Budget \$'000
Tourism	This service provides destination marketing and aids in the development of the local industry. It develops and distributes tourism collateral including Official Visitors Guide, trail brochures, maps and retail and dining guide.	Expense	301	334
		Revenue	0	0
		NET		
Dinner Plain Services	Provision of specific services to Dinner Plain such as marketing and events of this alpine village, and the provision of the Dinner Plain to Mount Hotham winter bus service.	Expense	382	423
		Revenue	385	419
		NET		
Festivals and Events	Events are a major contributor to the economy. Council has a role in facilitating the events agenda.	Expense	(3)	4
		Revenue		
		NET		
Economic Development	This service facilitates local and new business to develop and grow.	Expense	457	457
		Revenue	140	0
		NET		
		Expense	317	457
		Revenue		
		NET		
		Expense	89	59
		Revenue	500	0
		NET		
		Expense	(411)	59
		Revenue		
		NET		

3.2.2 Major Initiatives

- Implement the Alpine Shire Council Economic Development Strategy
- Develop a Telecommunications Strategy
- Implement the Alpine Shire Council Events Strategy

3.2.3 Strategic Indicators

- Number of small businesses and light industry in the Shire
- Number of permitted festivals and events in the Shire
- Number of overnight and day trip visitors

3.2.4 Service performance outcome indicators

There are no prescribed service performance outcome indicators for this service.

3.3 For the bold protection of our future

Vision: Our natural environment is protected and preserved.

3.3.1 Services

Service area	Description of services provided		2021/22 Forecast \$'000	2022/23 Budget \$'000
Waste and Recycling	Provision of waste management and recycling services across the Shire. This includes kerbside garbage and recycling collection services as well as the operation of the Myrtleford, Mount Beauty and Porepunkah transfer stations and municipal residual landfills.	Expense	2,571	2,651
		Revenue	3,601	3,603
		NET Expense (Revenue)	(1,030)	(952)
Emergency Management	Administrative costs of Council's Emergency Management Planning role, maintenance of various flood warning infrastructure, and additional coordination activities which are fully grant funded.	Expense	97	98
		Revenue	60	73
		NET Expense (Revenue)	37	25
Dinner Plain Facilities	Provision of specific waste collection and public facilities services for Dinner Plain.	Expense	293	299
		Revenue	299	299
		NET Expense (Revenue)	(6)	0

3.3.2 Major Initiatives

- Commence Community Climate Action Plan
- Prepare for the implementation of a Food Organics Garden Organics (FOGO) collection service

3.3.3 Strategic Indicators

- Increase kerbside collection waste diverted from landfill
- Net Zero Greenhouse Gas Emissions - 2023
- Community satisfaction with waste management performance - Target 70

3.3.4 Service performance outcome indicators

Service	Indicator	Performance Measure	Computation
Waste Collection	Waste diversion	Kerbside collection waste diverted from landfill	[Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins] x100

3.4 For the enjoyment and opportunities of our lifestyle

The connection between people and place is strengthened

3.4.1 Services

Service area	Description of services provided		2021/22 Forecast \$'000	2022/23 Budget \$'000
Airports	Provision and maintenance of aerodromes at Mount Beauty and Porepunkah.	Expense	44	49
		Revenue	36	41
		NET Expense (Revenue)	8	8
Local Roads, Bridges and Drainage	Maintenance of all Council's roads, and bridges. Council has 576km of roads, 120 bridges and over 40 major culverts. Spending in this area also covers roadside vegetation and drainage.	Expense	877	1,006
		Revenue	8	18
		NET Expense (Revenue)	869	988
Footpaths	Maintenance of Council footpaths. Also includes snow grooming services for Dinner Plain.	Expense	86	86
		Revenue	0	0
		NET Expense (Revenue)	86	86
Open Spaces	Maintenance of all of Council's open space areas such as playgrounds, parks, street trees, roundabouts and public reserves	Expense	626	683
		Revenue	24	22
		NET Expense (Revenue)	602	661
Building Maintenance	Maintenance of all of Council's buildings. This includes operational buildings such as depots, administration buildings and libraries as well as community buildings such as halls, senior citizens centres and childcare centres. This area is also responsible for rectifying damage caused by vandalism.	Expense	477	374
		Revenue	0	0
		NET Expense (Revenue)	477	374
Property Management	Management of public amenity facilities and property leases.	Expense	630	616
		Revenue	520	537
		NET Expense (Revenue)	110	79
Operations	Administration and management of Myrtleford, Bright and Mount Beauty works depots and plant maintenance and operational expenses.	Expense	814	843
		Revenue	70	65
		NET Expense (Revenue)	744	778
Recreation	Council supports the development and maintenance of recreation reserves across the Shire and also supports recreation clubs and committees.	Expense	117	97
		Revenue	0	0
		NET Expense (Revenue)	117	97

Service area	Description of services provided		2021/22 Forecast \$'000	2022/23 Budget \$'000
Building Services	Statutory building services includes processing of building applications, emergency response responsibilities, fire safety inspections, audits of swimming pool barriers and investigations of complaints and illegal works.	Expense	36	35
		Revenue	250	216
		NET Expense (Revenue)	(214)	(181)
Environmental Health	Registration and inspection of all food premises, wastewater applications, investigation of complaints in relation to noise, odours, dealing with infectious disease outbreaks and other health issues.	Expense	64	40
		Revenue	180	175
		NET Expense (Revenue)	(116)	(135)
Local Laws	This area provides animal registrations, animal management, and local law enforcement.	Expense	49	0
		Revenue	86	252
		NET Expense (Revenue)	(37)	(252)
Statutory Planning	Assessment of planning applications, the provision of advice to developers and property owners and representing Council at the Victorian Civil and Administrative Tribunal.	Expense	120	90
		Revenue	344	348
		NET Expense (Revenue)	(224)	(258)
Strategic Planning	Prepares and reviews amendments to the Alpine Planning Scheme, structure plans, strategies, master plans, urban growth plans, frameworks and design guidelines.	Expense	469	348
		Revenue	20	0
		NET Expense (Revenue)	449	348
Asset Development	Delivers the critical projects to renew and upgrade our community assets and to develop new assets. The area is in part subsidised by recurrent and non- recurrent grants			Refer to Capital Works Budget

3.4.2 Major Initiatives

- Dargo High Plans Road
- Mouny Beauty Airport upgrade
- Develop the Alpine Shire Council Land Development Strategy
- Develop the Alpine Shire Council Housing Affordability Strategy
- Implement the Alpine Shire Council Sports and Active Recreation Plan

3.4.3 Strategic Indicators

- Community satisfaction with sealed local roads - Target 60
- Time taken to decide planning applications – Target 60 days
- Planning applications decided within required time frames – 80%
- Sealed roads maintained to condition standards

3.4.4 Service performance outcome indicators

Service	Indicator	Performance Measure	Computation
Food Safety	Health and Safety	Critical and major non-compliance notifications	[Number of critical non-compliance notifications and major non-compliance notifications about a food premises followed up / Number of critical non-compliance notifications and major non-compliance notifications about food premises] x100
Roads	Satisfaction	Satisfaction with sealed local roads	[Community satisfaction rating out of 100 with how council has performed on the condition of sealed local roads]
Statutory Planning	Decision making	Council planning decisions upheld at VCAT	[Number of VCAT decisions that did not set aside council's decision in relation to a planning application / Number of VCAT decisions in relation to planning applications] x100
Animal Management	Health and safety	Animal management prosecutions	[Number of successful animal management prosecutions / Number of animal management prosecutions] x 100

3.5 For strong and informed leadership

Vision: Collaborative, bold and evidence-based decision making

3.5.1 Services

Service area	Description of services provided		2021/22 Forecast \$'000	2022/23 Budget \$'000
Corporate	Support function to enable Council to deliver services in an efficient, effective and safe manner. This includes financial control and planning, revenue collection, information technology, customer service, governance, and risk management.	Expense	968	1930
		Revenue	20,898	20,946
		NET Expense (Revenue)	(19,930)	(19,016)
Councillors and Executive	Includes all human resources support, marketing and communications activities, and advocacy activities. This area also includes remuneration for the Council workforce, the Mayor, and the Councillors.	Expense	11,713	12,095
		Revenue	0	0
		NET Expense (Revenue)	11,713	12,095

3.5.2 Major Initiatives

- Gender Equality Action Plan implementation
- Deliberative engagement panel involvement in development of key strategic projects
- Implementation of online customer service and engagement application (Antenno)

3.5.3 Strategic Indicators

- Council decisions made at meetings closed to the public
- Councillor attendance at council meetings
- Community satisfaction with Council's community consultation and engagement performance – Target 60
- Working Capital (Current assets as a percentage of current liabilities)
- Community satisfaction with Council's overall performance – Target 70

3.5.4 Service performance outcome indicators

Service	Indicator	Performance Measure	Computation
Governance	Satisfaction	Satisfaction with council decisions	[Community satisfaction rating out of 100 with how council has performed in making decisions in the interest of the community]

4 Financial Statements

This section presents information regarding the Financial Statements and Statement of Human Resources. The budget information for the year 2022/23 has been supplemented with projections to 2025/26.

This section includes the following financial statements, prepared in accordance with the *Local Government Act 2020* and the *Local Government (Planning and Reporting) Regulations 2020*:

- Comprehensive Income Statement
- Balance Sheet
- Statement of Changes in Equity
- Statement of Cash Flows
- Statement of Capital Works
- Statement of Human Resources

4.1 Comprehensive Income Statement

For the four years ending 30 June 2026

	Budget Future Years				
	Forecast	Budget	Projections		
	2021/22	2022/23	2023/24	2024/25	2025/26
	\$'000	\$'000	\$'000	\$'000	\$'000
Income					
Rates and charges	19,753	20,107	20,618	21,231	21,865
Statutory fees and fines	618	557	570	585	601
User fees	1,008	965	987	1,012	1,038
Contributions - cash	668	716	732	750	768
Contributions - non-monetary assets	430	438	448	459	470
Grants - Operating (recurrent)	4,792	4,895	4,982	5,095	5,210
Grants - Operating (non-recurrent)	1,606	319	-	-	-
Grants - Capital (recurrent)	710	710	726	742	759
Grants - Capital (non-recurrent)	9,512	8,072	8,613	360	360
Other income	789	776	987	990	982
Total income	39,886	37,555	38,663	31,224	32,053
Expenses					
Employee costs	10,862	11,255	10,382	10,692	11,011
Materials and services	14,926	12,718	11,890	12,042	12,301
Depreciation and amortisation	5,093	5,549	6,194	6,825	7,032
Amortisation	28	28	41	41	41
Landfill rehabilitation	78	71	61	49	49
Other expenses	779	836	855	877	899
Net gain/(loss) on disposal of property, infrastructure, plant, and equipment	8	8	8	8	9
Total expenses	31,774	30,465	29,431	30,534	31,342
Surplus (deficit) for the year	8,112	7,090	9,232	690	711
Other comprehensive income					
Net asset revaluation increment /(decrement)	3,988	4,031	5,444	6,425	6,629
Comprehensive result	12,100	11,121	14,676	7,115	7,340

4.2 Balance Sheet

For the four years ending 30 June 2026

	Forecast		Budget Future Years		
	2021/22	Budget	Projections		
	\$'000	2022/23	2023/24	2024/25	2025/26
	\$'000	\$'000	\$'000	\$'000	\$'000
Assets					
Current assets					
Cash and cash equivalents	1,625	1,585	2,441	3,661	3,602
Trade and other receivables	2,604	2,578	2,658	1,913	1,961
Financial assets	24,000	18,000	15,000	13,000	12,000
Inventories	122	103	112	110	112
Other assets	387	326	351	313	344
Total current assets	28,738	22,592	20,562	18,997	18,019
Non-current assets					
Investment properties	3,775	3,775	3,775	3,775	3,775
Investments in shared services	123	123	123	123	123
Property, infrastructure, plant & equipment	232,819	248,045	263,533	271,758	280,187
Intangibles	428	412	412	412	412
Total non-current assets	237,145	252,355	267,843	276,068	284,497
Total assets	265,883	274,947	288,405	295,065	302,516
Liabilities					
Current liabilities					
Trade and other payables	2,723	2,228	2,095	2,124	2,170
Trust funds and deposits	434	454	474	494	514
Provisions	3,317	2,976	2,884	2,406	2,494
Income received in advance	834	33	32	31	30
Total current liabilities	7,308	5,691	5,485	5,055	5,208
Non-current liabilities					
Provisions	3,150	3,179	2,609	2,615	2,603
Income received in advance	1,225	33	324	293	263
Total non-current liabilities	4,375	3,935	2,933	2,908	2,866
Total liabilities	11,683	9,626	8,418	7,963	8,074
Net assets	254,200	265,321	279,987	287,102	294,442
Equity					
Accumulated surplus	127,648	134,738	143,969	144,659	145,370
Reserves	126,552	130,583	136,018	142,443	149,072
Total equity	254,200	265,321	279,987	287,102	294,442

4.3 Statement of Changes in Equity

For the four years ending 30 June 2026

	Total	Accumulated Surplus	Revaluation Reserve	Other Reserves
	\$'000	\$'000	\$'000	\$'000
2022 – Forecast				
Balance at beginning of the financial year	242,100	118,844	118,132	5,124
Comprehensive result	12,100	8,112	3,988	-
Transfer to reserves	-	-	-	-
Transfer from reserves	-	-	-	-
Balance at end of the financial year	254,200	126,956	122,120	5,124
2023 - Budget				
Balance at beginning of the financial year	254,200	126,956	122,120	5,124
Comprehensive result	11,121	7,090	4,031	-
Transfer to reserves	-	-	-	-
Transfer from reserves	-	-	-	-
Balance at end of the financial year	265,321	134,046	126,151	5,124
2024 - Budget				
Balance at beginning of the financial year	265,321	134,046	126,151	5,124
Comprehensive result	14,667	9,232	5,435	-
Transfer to reserves	-	-	-	-
Transfer from reserves	-	-	-	-
Balance at end of the financial year	279,987	143,278	131,586	5,124
2025 - Budget				
Balance at beginning of the financial year	279,987	143,277	131,586	5,124
Comprehensive result	7,115	690	6,425	-
Transfer to reserves	-	-	-	-
Transfer from reserves	-	-	-	-
Balance at end of the financial year	287,102	143,967	138,011	5,124
2026 - Budget				
Balance at beginning of the financial year	287,102	143,967	138,011	5,124
Comprehensive result	7,340	711	6,629	-
Transfer to reserves	-	-	-	-
Transfer from reserves	-	-	-	-
Balance at end of the financial year	294,442	144,678	144,640	5,124

4.4 Statement of Cash Flows

For the four years ending 30 June 2026

	Forecast	Budget	Future Years Projections		
	2021/22	2022/23	2023/24	2024/25	2025/26
	\$'000	\$'000	\$'000	\$'000	\$'000
Cash flows from operating activities					
Rates and charges	19,737	20,091	20,595	21,204	21,836
Statutory fees and fines	618	557	570	585	601
User fees	1,008	965	987	1,012	1,038
Contributions - cash	668	716	732	750	768
Grants - operating	5,450	5,256	4,925	5,867	5,191
Grants - capital	10,222	8,782	9,339	1,102	1,119
Interest	256	141	383	325	350
Other receipts	690	774	664	1,092	1,121
Trust funds deposits taken	2,556	2,420	2,420	2,420	2,420
Trust funds deposits repaid	(2,400)	(2,400)	(2,400)	(2,400)	(2,400)
Employee costs	(9,755)	(11,621)	(10,605)	(10,613)	(10,930)
Materials and consumables	(16,540)	(13,150)	(12,557)	(12,573)	(12,342)
Other payments	(7,779)	(836)	(855)	(877)	(899)
Net cash provided by operating activities	11,731	11,695	14,153	7,894	7,823
Cash flows from investing activities					
Payments for property, plant, and equipment	(15,476)	(17,760)	(16,322)	(8,701)	(8,909)
Proceeds from sale of property, plant, and equipment	25	25	26	26	27
Net cash used in investing activities	(15,451)	(17,735)	(16,296)	(8,675)	(8,882)
Cash flows from financing activities					
Finance costs	(1,941)	6,000	3,000	2,000	1,000
Proceeds from borrowings	-	-	-	-	-
Repayment of borrowings	-	-	-	-	-
Net cash provided by (used in) financing activities	(1,941)	6,000	3,000	2,000	1,000
Net (decrease) increase in cash & cash equivalents	(5,661)	(40)	857	1,219	(59)
Cash and cash equivalents at beginning of the financial year	7,286	1,625	1,585	2,442	3,661
Cash and cash equivalents at end of the financial year	1,625	1,585	2,442	3,661	3,602

4.5 Statement of Capital Works

For the four years ending 30 June 2026

	Forecast		Future Year Projections		
	2021/22	Budget	2023/24	2024/25	2025/26
	\$'000	\$'000	\$'000	\$'000	\$'000
Property					
Land	-	-			
Buildings	4,327	3,116	5,410	2,205	2,260
Total property	4,327	3,116	5,410	2,205	2,260
Plant and equipment					
Plant, machinery and equipment	1,093	821	458	459	459
Computers and telecommunications	-	410	205	205	205
Intangibles		47	41	41	41
Library books	79	69	77	79	81
Total plant and equipment	1,172	1,347	781	784	786
Infrastructure					
Roads	8,826	7,525	2,029	2,074	2,125
Bridges	28	487	288	295	302
Footpaths and cycleways	2,782	150	283	289	297
Drainage	472	680	226	231	237
Recreational, leisure and community facilities	57	1,355	5,048	502	514
Parks, open space and streetscapes	75	-	102	104	107
Waste	845	3,307	355	363	372
Total infrastructure	13,085	13,344	8,331	3,858	3,954
Unallocated	-	-	1,800	1,854	1,909
Total capital works expenditure	18,584	17,807	16,322	8,701	8,909
Represented by:					
New asset expenditure	4,141	2,854		-	-
Asset renewal expenditure	7,028	5,004	14,522	6,901	7,109
Asset upgrade expenditure	7,415	9,949	1,800	1,800	1,800
Asset expansion	-	-	-	-	-
Total capital works expenditure	18,584	17,807	16,322	8,701	8,909

4.6 Statement of Human Resources

For the four years ending 30 June 2026

	Forecast	Budget	Future Year Projections		
	2021/22	2022/23	2023/24	2024/25	2025/26
	\$'000	\$'000	\$'000	\$'000	\$'000
Staff expenditure					
Employee costs - operating	9,407	11,255	10,382	10,692	11,011
Employee costs - capital	1,155	1,492	1,148	889	889
Total staff expenditure	10,562	12,747	11,530	11,581	11,900
Staff numbers	FTE	FTE	FTE	FTE	FTE
Employees	124	131	120	118	114
Total staff numbers	124	131	120	118	114

A summary of human resources expenditure categorised according to the organisational structure of the Council is included below:

Department	2022/23	Permanent	Part Time	Casual	Temporary
	\$'000	Full Time			
	\$'000	\$'000	\$'000	\$'000	\$'000
Asset Development	-	-	-	-	-
Asset Maintenance	3,542	3,368	40		134
Bushfire Recovery	332				332
Corporate	2,029	882	720	116	311
Councillor and Executive	912	201	71		640
Economic and Community Development	1,474	143	710	175	446
Facilities	1,248	529	261	237	221
Planning and Amenity	1,718	1,268	246	132	72
Total Staff Expenditure	11,255	6,391	2,048	660	2,156
Capitalised Labour Costs	1,492				
Total Expenditure	12,747				

A summary of the number of full time equivalent (FTE) Council staff in relation to the above expenditure is included below:

Department	2022/23	Permanent Full Time	Part Time	Casual	Temporary
Asset Development	16	4	2	1	9
Asset Maintenance	39	38	-	-	1
Bushfire Recovery	3	-	-	-	3
Corporate	22	9	8	1	4
Councillor and Executive	6	2	1	-	3
Economic and Community Development	13	1	7	1	4
Facilities	15	5	4	3	3
Planning and Amenity	17	12	3	1	1
Total staff full time equivalent	131	71	24	7	28

4.6.1 Summary of Planning Human Resources Expenditure

For the four years ending 30 June 2026

	2022/23	2023/24	2024/25	2025/26
	\$'000	\$'000	\$'000	\$'000
Executive				
Permanent full time	1,083	880	885	900
Permanent part time	71	73	75	77
Total executive	1,154	953	960	977
Corporate				
Permanent full time	1,940	2,100	2,186	2,210
Permanent part time	1,937	2,017	2,125	2,273
Total corporate	3,877	4,117	4,311	4,483
Assets				
Permanent full time	4,860	4,302	4,010	4,100
Permanent part time	40	60	80	90
Total assets	4,900	4,362	4,090	4,190
Casual and other	2,816	2,196	2,170	2,270
Total Casuals and other	2,816	2,196	2,170	2,270
Total staff expenditure	12,747	11,628	11,531	11,920
	FTE	FTE	FTE	FTE
Executive				
Permanent full time	4	4	4	4
Permanent part time	1	1	1	1
Total executive	5	5	5	5
Corporate				
Permanent full time	21	21	21	21
Permanent part time	17	17	17	17
Total corporate	38	38	38	38
Assets				
Permanent full time	50	39	39	39
Permanent part time	9	9	9	9
Total assets	59	48	48	48
Casual and other	29	29	27	23
Total staff FTE	131	120	118	114

For the budget year ending 2022/23

Gender	Permanent				
	Total \$'000	Full Time \$'000	Part Time \$'000	Casual \$'000	Temporary \$'000
Female	4,361	1,316	1,697	335	1,013
Male	5,807	3,960	311	285	1,251
Vacant	2,579	1,390	237	137	815
Self-described gender	-	-	-	-	-
Total Staff Expenditure	12,747	6,666	2,245	757	3,079

Gender	Permanent				
	Total	Full Time	Part Time	Casual	Temporary
Female	50	16	19	4	11
Male	63	46	4	2	11
Vacant	18	10	1	1	6
Self-described gender	-	-	-	-	-
Total staff full time equivalent	131	72	24	7	28

Council has prepared Gender Equality Action Plan which will be completed prior to 30 June 2022. This is a four-year plan, that will include the strategies and measures to improve gender equality in the workplace, based on the results of a workplace gender audit.

Council has developed a Workforce Plan (December 2021), which describes the organisational structure, projected staffing over the next four years, and includes measures to ensure gender equality, diversity and inclusiveness.

5 Notes to the Financial Statements

This section presents detailed information on material components of the financial statements. Council assesses which components are material, considering the dollar amounts and nature of these components

5.1 Rates and Charges

This section presents information about the Council's rates and charges as prescribed for inclusion in the budget in accordance with the *Local Government Act 1989*, *Local Government Act 2020* and the *Local Government (Planning and Reporting) Regulations 2020*.

- Rates and Charges Overview
- Detailed Rating Strategy and Policies
- Detailed Charges Strategy and Policies
- Rebates and Concessions
- Detail Rates and Charges Outcomes

5.1.1 Rates and Charges Overview

In combination with grants, rates and charges are an important source of funding which support our ongoing ability to provide community facilities, services and capital works. They account for an estimated 53% of total revenue to be received by the Council in 2022/23. In assessing our rates and charges, we take into account:

- Our ability to deliver ongoing cost savings;
- Our ability to source revenue through other means, for example grants;
- Our ability to support community facilities and services;
- Our ability to deliver our capital works pipeline, now and into the future.

In 2022/23, we are proposing a 1.75% increase in average rates, compared to a 1.5% increase in 2021/22. This is in line with the State Government cap under the Fair Go Rates System, which allows local governments to raise rates in line with inflation.

In line with Victorian standards, each Ratepayer's rates are calculated by applying a standard 'rate in the dollar', which is multiplied by the ratepayer's property value ('Capital Improved Value' or CIV) to derive their rates bill.

It is noted that there are typically some variations in actual rates collected compared to the Budget due to:

- Supplementary valuations, whereby under the *Valuation of Land Act 1960* a ratepayer's CIV is adjusted due to (for example) improvement of the developments on their land;
- Ratepayer valuation appeals;
- Changes in land use, for example when rateable land becomes non-rateable, or when residential land becomes commercial / industrial or farm land, or vice versa.

Waste charges will continue to be charged according to a) the bins or waste services that each ratepayer has, and b) the overall cost of managing waste, for example developing, monitoring, managing and rehabilitating landfills; operating our transfer stations; and managing public place waste.

5.1.2 Detailed Rating Strategy and Policies

This statement accompanies the Rates and Charges overview to outline the actual rating strategy of the Council. The purpose of the rating strategy is to identify the fairest and most equitable method of distributing rates across the Alpine Shire.

5.1.2.1 Level of Rates and Charges

The guiding principle for setting of the level of rates and charges is the long term sustainability of the Council, while enabling sufficient funding to deliver:

- Valued Council services,
- Critical capital renewal projects, and
- Works that create new and improved infrastructure for the benefit of residents and visitors.

The guiding documents that aid Council to assess this balance are the Council Plan, which is developed in consultation with the community every four years following general elections; and its associated medium and longer term financial plans, namely the four-year rolling Budget and the Long Term Financial Plan.

Consideration is also given to financial risks such as inflationary risks and local economic risks.

5.1.2.2 Application of Rates to Properties

When levying rates, Council adheres to three overriding principles:

- Equity: including both horizontal and vertical equity in the basis of rating. Horizontal equity means that those in the same position, i.e. with the same property value, should be treated the same. Vertical equity demands that higher property values should attract a higher level of rates;
- Efficiency: that the rating system is easy to apply and is consistent with the major policy objectives of the Council;
- Simplicity: that the rating system is easy to understand. This ensures that the rating system is transparent and capable of being questioned and challenged by ratepayers.

In line with these principles, rates are applied in proportion to the Capital Improved Value (CIV) of each property, as is the standard for the majority of Victorian Councils. CIV is essentially the market value of a property which is easily understood by the average ratepayer. It has been used uniformly by the Alpine Shire Council since the 1995/96 financial year.

The formula for determining the rates payable on a property is: Capital Improved Value (CIV) multiplied by the rate in the dollar.

The rate in the dollar is adjusted as part of the annual budget process to ensure that the correct amounts of rates are raised to fund Council's operations.

In addition to this, the Alpine Shire Council applies a rating structure which includes a general rate, differential rates, and a special rate.

The general rate is the cornerstone of the Council's rating structure and is applied to every property unless the property falls into a specific differential rate category.

The *Local Government Act 1989* enables the Council to apply differential rates if the Council considers that they will contribute to the equitable and efficient carrying out of its functions, in line with local objectives. The Alpine Shire currently has two differential rates, namely the Farm Rate, and the Commercial / Industrial Rate.

The *Local Government Act 1989* also enables the Council to apply special rates and charges for funding initiatives which directly benefit specific segments of the community. Council can require a person to pay a special rate or charge, if it will defray the expense of an initiative of special benefit to the person required to pay it. Council proposes one special rate to fund the special services at Dinner Plain Village, deemed the Dinner Plain Special Rate.

It is noted that the *Local Government Act 1989* also allows for a Municipal Charge, which is a flat charge per assessment that can be used to offset administrative costs of the Council and is in addition to general rates. Municipal Charges have the effect of flattening the rate burden making people in lower valued properties pay more. The Alpine Shire does not have a large number of low value properties as some other Councils do and to place a charge on the rate notice to cover the 'administrative costs' of Council, is unpopular and hard for the ratepayer to understand. Accordingly, this mechanism has been deemed to be unsuitable and is not applied to the Alpine Shire.

5.1.3 Policy

The following policies are set out in the Revenue and rating Plan adopted by Council on 15 June 2021. Sections are copied here to aid the understanding of the budget documentation.

5.1.3.1 The Farm Rate Policy

Objective

The objective of the farm rate policy is to *"to allow for a reduced rate on all land declared as farm land which will more equitably spread the general rate burden over the rate base of the municipality given the broad nature of services provided by Council and their availability to the farming community."*

It is important to ensure that highly productive farming land is not rated at levels that force farmers to seek to subdivide and sell off parcels to remain viable.

Scope

The policy applies to Council when considering and determining the annual budget of rates and charges. It does not apply to land located in Bogong Village or the Dinner Plain Village.

Policy Details

A differential rate is applied to farm land at 73% of the general rate. An application must be made in writing to change the classification of a property to the differential farm rate.

"Farm Land" means any rateable land which satisfies the following criteria:

- The land area must be of 8Ha or over; or
 - be used primarily for grazing (including agistment), dairying, pig-farming, poultry farming, fish farming, tree farming, bee keeping, viticulture, horticulture, fruit growing or the growing of crops of any kind or for any combination of those activities; and
 - show that the primary source of income is derived from the land; and
- The land must be used by a business:
 - that has a significant and substantial commercial purpose or character; and
 - that seeks to make a profit on a continuous or repetitive basis from its activities on the land; and
 - that is making a profit from its activities on the land, or that has a reasonable prospect of making a profit from its activities on the land if it continues to operate in the way it is operating.

Any variations outside this policy require Council approval.

Use of the Rate

The differential rate will be used to fund items of expenditure described in the Budget adopted by Council. The level of the differential rate is the level which Council considers is necessary to achieve the objectives as specified above.

5.1.3.2 The Commercial / Industrial Rate Policy

Purpose

The objective of the Commercial / Industrial Rate Policy is *“to ensure equity in the application of the rating burden across the Shire. It provides for the higher costs of servicing commercial and industrial properties, specialist properties and undertaking economic development and tourism strategies. This is reflected in the application of a rate in the dollar which is higher than the rate in the dollar for other land.”*

The tourism industry is the largest industry within the Shire. Festivals and events are a critical driver for the Alpine Shire economy and Council delivers a coordinated program to facilitate a strong calendar of events.

A significant portion of the money raised is invested to undertake economic development and tourism strategies, to support the growth and future wellbeing of both tourism and economic development within the Shire.

Investment in tourism and economic development, along with the physical location and general nature of commercial/industrial properties, results in a higher servicing cost to Council. Therefore, a differential rate is applied to ensure equity.

Scope

The policy applies to Council when considering and determining the annual budget of rates and charges. It does not apply to land located in Bogong Village or the Dinner Plain Village.

Policy Details

A commercial/industrial differential rate of 143% of the general rate is applied to Commercial / Industrial land.

Commercial or Industrial Land means land which:

- is used primarily for commercial or industrial purposes (including but not limited to any accommodation premises, motel or hotel used primarily to accommodate travellers, tourists or other persons engaged in recreational pursuits); or
- is adapted or designed to be used primarily for commercial or industrial purposes (including but not limited to any accommodation premises adapted or designed to be used primarily for accommodating travellers, tourists or other persons engaged in recreational pursuits); or
- is located in a Commercial 1 Zone, Industrial 1 Zone or Industrial 2 Zone under the Alpine Planning Scheme; or
- has a dwelling constructed on it, which is not the principal place of residence of the owner and which is made available for commercial hire, lease or licence to tourists, persons engaged in recreational pursuits or other like persons (on either a casual or permanent basis). This is defined as a ‘holiday house’.

Any variations outside this policy require Council approval.

5.1.3.3 The Dinner Plain Special Rate

Dinner Plain receives a number of services of special benefit to the Dinner Plain's Commercial and Industrial ratepayers.

In 2022/23 this includes the Dinner Plain to Hotham winter bus service, roadways snow clearing, cross country trail grooming, marketing and event support undertaken specifically for Dinner Plain, and cable television maintenance. The Dinner Plain Special Rate is applied to defray the expenses associated with these special services. The Special Rate is applied to Commercial and Industrial ratepayers in the Dinner Plain village in addition to the General Rate. This Special Rate has reduced over time and is now aligned to the rate applied to Commercial and Industrial land across the rest of the Alpine Shire.

5.1.3.4 Cultural and Recreational Lands

Under the *Cultural Recreational Land Act 1963*, Council has the ability to charge a reduced amount of rates, or not charge rates, to lands that fall under this category. These may include, for example, tennis clubs, bowls clubs or golf clubs. In making this decision, Council needs to have regards to the services provided by the Council and the benefit to the community derived from the recreational lands.

Council individually considers community recreational lands that provide a community benefit as to whether they warrant a reduced or nil rate charge. These lands may still be required to pay service charges such as a waste and recycling collection on a user pays basis.

5.1.3.5 Rates in Lieu

In line with the *Electricity Industry Act 2000*, the Council has a 'Rates In Lieu' arrangement with the AGL Hydro Partnership for its properties within the Alpine Shire. The amount paid is determined by a Victorian Government Gazette and is based on the power generating capacity of the operation, indexed annually in line with CPI. Discounts may be provided where the station operates at low capacity.

5.1.4 Detailed Charges Strategy and Policies

Service rates and charges may be declared for provision of water supply, collection and disposal of refuse and the provision of sewage services. A service rate or charge may be declared on the basis of any criteria specified by the Council.

The annual service rate or charge is applied according to the service delivered and is fully funded from this area. It is not funded by general rates, differential rates or special rates.

Alpine Shire Council levies the following annual waste service charges:

- Waste and Recycling Collection
- Dinner Plain Waste Collection
- Waste Management Charge

5.1.4.1 Waste Services Charge Policy

Purpose

The purpose of this policy is to ensure that Council has a sound and equitable basis on which to determine the application of waste collection, recycling collection and waste management charges and ensure consistency with provisions of the *Local Government Act 2020*.

Scope

This policy applies to Council when considering and determining the annual budget of rates and charges. This policy does not apply to land located in Bogong Village.

Policy Details – Waste and Recycling Collection

Council operates a waste and recycling kerbside collection service. The waste and recycling kerbside collection service is a compulsory charge to all ratepayers excluding the following:

- Dinner Plain ratepayers (refer to Dinner Plain Waste Collection); and
- Ratepayers who have been provided an exemption from the standard waste and recycling kerbside service.

An exemption may be granted on the waste and recycling kerbside collection service on the following basis:

- Properties not included on a collection service route;
- Undeveloped land; or
- An existing commercial service already in place.

The waste and recycling kerbside collection will be charged to ratepayers on the following basis:

- Sizes of bins supplied;
- Types of bins supplied (standard or recycling);
- Quantity of bins supplied; and
- Frequency of bin collection.

The waste and recycling kerbside collection charge operates on a total cost recovery basis which can be applied across multiple years to avoid yearly fluctuations in charges being passed onto ratepayers. If revenue raised from the waste and recycling kerbside collection charge exceeds that of expenditure incurred in a given year, then the balance will be transferred to a reserve, namely the 'Waste Reserve'. The Waste Reserve will then be used for future purposes. Balances retained in the Waste Reserve must be considered each year in determining any future waste kerbside collection charge with the aim of minimising increments being applied to ratepayers.

Policy Details - Dinner Plain Waste Collection

Dinner Plain ratepayers are provided with a separate waste service under a separate waste collection contract due to the specific waste collection requirements of the village. The Dinner Plain waste service is charged on the following basis:

- Standard service; or
- Commercial service.

The commercial service is provided to properties that operate as businesses outside of normal residential property rentals. The Dinner Plain waste services charge is in lieu of the waste and recycling kerbside collection charge.

Any variations outside this policy require Council approval.

Policy Details – Waste Management

Council operates three transfer stations and has a number of residual landfills which are closed and require remediation in the future as required by the Environmental Protection Authority Victoria (EPA). Council also provides a public place waste and recycling service. There are significant costs associated with the management of these sites and provision of these services. The waste management charge is raised to recover the costs incurred.

Expenditure included within the Waste Management Charge includes:

- Landfill rehabilitation expenditure;
- Landfill monitoring expenditure;
- Landfill and transfer stations capital works (renewal and development) expenditure;
- Transfer station operations;
- Waste diversion; and
- Public place bin renewals, purchases and service costs.

The Waste Management Charge will be charged to all rateable assessments on which a building adapted for separate occupancy exists.

The Waste Management Charge operates on a total cost recovery basis which can be applied across multiple years to avoid yearly fluctuations in charges being passed onto ratepayers. If revenue raised from the Waste Management Charge exceeds that of expenditure incurred in a given year, then the balance will be transferred to a reserve, namely the 'Waste Reserve'. The Waste Reserve will then be used for application to future waste related expenditure as specified above.

Balances retained in the Waste Reserve must be considered each year in determining any future Waste Management Charge with the aim of minimising increments being applied to ratepayers.

5.1.5 Rebates and Concessions

The *Local Government Act 1989* provides for concessions applicable under the *State Concessions Act 1986*. Eligible pensioners may apply for a rate concession on their principle place of residence as funded by the State Government.

5.1.6 Detailed Rates and Charges Outcomes

5.1.6.1 Reconciliation of rates and charges to the Comprehensive Income Statement

	Forecast	Budget	Change	
	2021/22	2022/23	\$'000	%
	\$'000	\$'000	\$'000	%
General rates*	15,509	15,798	289	1.86%
Waste management charges	3,567	3,641	74	2.07%
Special rates and charges	178	177	(1)	-0.56%
Supplementary rates and rate adjustments	134	125	(9)	-6.72%
Interest on rates and charges	80	81	1	1.25%
Revenue in lieu of rates	285	285	-	0.00%
Total rates and charges	19,753	20,107	354	1.79%

* Includes the flow-through impact of 2021/22 supplementary development in the Shire.

5.1.6.2 The rate in the dollar to be levied as general rates and under section 158 of the Act for each type or class of land compared with the previous financial year

Type or class of land	2021/22	2022/23	Change
	cents/\$CIV	cents/\$CIV*	%
General rate for rateable residential properties	0.3649	0.3229	(11.50%)
General rate for rateable Dinner Plain properties	0.3649	0.3229	(11.50%)
Differential rate for rateable commercial/industrial properties	0.5218	0.4618	(11.50%)
Differential rate for rateable farm properties	0.2664	0.2357	(11.50%)

* Estimated cents/\$CIV pending valuation from the Valuer General

5.1.6.3 The estimated total value of each type or class of land compared with the previous financial year. The basis of valuation is the Capital Improved Value (CIV).

Type or class of land	2021/22	2022/23	Change	
	\$'000	\$'000	\$'000	%
Residential	2,677,000	2,695,641	18,641	0.7%
Dinner Plain	204,299	205,574	1,275	0.6%
Commercial/Industrial	505,203	524,244	19,041	3.8%
Farm	928,330	929,454	1,124	0.1%
Total value of land	4,314,832	4,354,913	40,081	0.9%

5.1.6.4 The number of assessments in relation to each type or class of land, and the total number of assessments, compared with the previous financial year

Type or class of land	2021/22	2022/23	Change	
	Number	Number	Number	%
Residential	6,362	6,362	0	0.0%
Dinner Plain	541	541	0	0.0%
Commercial/Industrial	989	1,028	39	3.9%
Farm	1,047	1,047	-	0.0%
Total number of assessments	8,939	8,978	39	0.4%

5.1.6.5 The estimated total amount to be raised by general rates in relation to each type or class of land, and the estimated total amount to be raised by general rates, compared with the previous financial year

Type or class of land	2021/22	2022/23	Change	
	\$'000	\$'000	\$'000	%
Residential	9,768	9,836	68	0.7%
Dinner Plain	745	750	5	0.7%
Commercial/Industrial	2,636	2,736	100	3.8%
Farm	2,473	2,476	3	0.1%
Total amount to be raised by general rates	15,622	15,798	176	1.1%

5.1.6.6 The rate in the dollar to be levied as special rates and under section 163 of the Act for each type or class of land compared with the previous financial year

Type or class of land	2021/22	2022/23	Change	
	cents/\$CIV	cents/\$CIV*		%
Special rate for rateable Commercial/Industrial Dinner Plain properties (Airport not included)	0.1569	0.1388		(11.50%)

* Estimated cents/\$CIV pending valuation from the Valuer General

5.1.6.7 The estimated total amount to be raised by special rates in relation to Dinner Plain Properties compared with the previous financial year

Type or class of land	2021/22	2022/23	Change	
	\$'000	\$'000	\$'000	%
Special rate for rateable Commercial/Industrial Dinner Plain properties (Airport not included)	178	177	(1)	(0.6) %
Total amount to be raised	178	177	(1)	(0.6) %

5.1.6.8 The rate or unit amount to be levied for each type of service rate or charge under section 162 of the Act compared with the previous financial year

Type of Charge	Per Rateable Property		Change	
	2021/22	2022/23		%
	\$	\$	\$	%
Waste - 80 litre bin - weekly	226.50	231.30	4.80	2.1%
Waste - 240 litre bin - weekly	502.20	512.24	10.04	2.0%
Waste - 80 litre bin - weekly additional	0.00	231.30	231.30	100.0%
Waste - 240 litre bin - fortnightly	226.50	231.30	4.80	2.1%
Recycling - 140 litre - fortnightly	99.55	101.49	1.94	1.9%
Recycling - 240 litre - fortnightly	104.90	107.00	2.10	2.0%
Recycling - 360 litre - fortnightly	110.85	113.07	2.22	2.0%
Recycling - 240 litre - weekly	209.93	214.13	4.20	2.0%
Recycling - 360 litre - weekly	221.83	226.27	4.44	2.0%
Dinner Plain standard service	695.88	709.80	13.92	2.0%
Dinner Plain commercial service	1,581.49	1,613.12	31.63	2.0%
Waste management charge	80.00	95.00	15.00	18.8%

Waste charges have been increased to reflect service and processing cost increases.

5.1.6.9 The number of items in relation to each charge type compared to the previous financial year

Type of Charge	Bins 2021/22 #	Bins 2022/23 #	Change #
Waste - 80 litre bin - weekly	5,916	5,936	20
Waste - 240 litre bin - weekly	698	769	71
Waste - 80 litre bin - weekly additional	0	4	4
Waste - 240 litre bin - fortnightly	211	214	3
Recycling - 140 litre - fortnightly	391	392	1
Recycling - 240 litre - fortnightly	5,888	5,918	30
Recycling - 360 litre - fortnightly	574	621	47
Recycling - 240 litre - weekly	82	86	4
Recycling - 360 litre - weekly	69	79	10
Dinner Plain standard service	387	391	4
Dinner Plain commercial service	13	13	-
Total number of bins	14,229	14,423	194

Type of Charge	Assessments 2021/22 #	Assessments 2022/23 #	Change #
Waste management charge	7,768	7,846	78

5.1.6.10 The estimated total amount to be raised by each type of service rate or charge compared with the previous financial year

Type of Charge	2021/22 \$	2022/23 \$	Change %
Waste - 80 litre bin - weekly	1,339,974	1,372,997	2.5%
Waste - 240 litre bin - weekly	350,536	393,913	12.4%
Waste - 80 litre bin - weekly additional	0	925	100.0%
Waste - 240 litre bin - fortnightly	47,792	49,498	3.6%
Recycling - 140 litre - fortnightly	38,924	39,784	2.2%
Recycling - 240 litre - fortnightly	617,651	633,226	2.5%
Recycling - 360 litre - fortnightly	63,628	70,216	10.4%
Recycling - 240 litre - weekly	17,214	18,415	7.0%
Recycling - 360 litre - weekly	15,306	17,875	16.8%
Dinner Plain standard service	269,306	277,532	3.1%
Dinner Plain commercial service	20,559	20,971	2.0%
Waste management charge	621,440	745,370	19.9%
Total	3,402,330	3,640,722	7.0%

5.1.6.11 Fair Go Rates System Compliance

Alpine Shire Council is required to comply with the State Governments Fair Go Rates System (FGRS). The table below details the budget assumptions consistent with the requirements of the Fair Go Rates System.

	2021/22	2022/23
	\$	\$
Total Rates	15,622,000	15,798,000
Number of rateable properties	8,939	8,978
Base Average Rate	1,747.62	1,759.63
Maximum Rate Increase (set by the State Government)	1.50%	1.75%
Capped Average Rate	1,774	1,790
Maximum General Rates and Municipal Charges Revenue	15,856,356	16,074,465
Budgeted General Rates and Municipal Charges Revenue	15,622,000	15,798,000
Budgeted Supplementary Rates	125,000	125,000
Budgeted Total Rates and Municipal Charges Revenue	15,747,000	15,923,000

5.1.6.12 Any significant Changes that may affect the estimated amounts to be raised by rates and charges

There are no known significant changes which may affect the estimated amounts to be raised by rates and charges. However, the total amount to be raised by rates and charges may be affected by:

- The making of supplementary valuations (2022/23: estimated \$125,000 and forecast 2021/22: \$134,000)
- The variation of returned levels of values (e.g., valuation objections)
- Changes of use of land such that rateable land becomes non-rateable land and vice-versa
- Changes of use of land such that residential land becomes commercial/industrial land and vice versa.

5.2 Grants

5.2.1 Grants - Operating

Operating Grant Funding Type and Source	Forecast	Budget	Variance
	2021/22	2022/23	
	\$'000	\$'000	\$'000
Recurrent - Commonwealth Government			
Victorian Grants Commission	4,029	4,198	169
Recurrent - State Government			
Senior citizens	26	2	(24)
Youth services	74	81	7
School crossing supervisors	37	37	-
Maternal and child health	325	312	(13)
Fire Services Levy	54	56	2
Libraries	155	156	1
Other	92	53	(39)
Total recurrent grants	4,792	4,895	103

Business Function	VGC Allocations 2022/23 \$'000
Airports	8
Building Maintenance	210
Community Development	310
Councillors and Executive	1,460
Economic Development	470
Festivals & Events	210
Footpaths	22
Libraries	52
Local Laws	52
Open Space	360
Operations	360
Property Management	125
Recreation	65
Strategic Planning	104
Swimming Pools	130
Tourism	260
TOTAL	4,198

5.2.1.1 Non-recurrent Operating Grants

Operating Grant Funding Type and Source	Forecast	Budget	Variance
	2021/22	2022/23	
	\$'000	\$'000	\$'000
Non-recurrent - Commonwealth Government			
Nil	-	-	-
Non-recurrent - State Government			
Bushfire recovery	228	0	(228)
Economic development and tourism	362		(362)
Community development	177	74	(86)
ICT Infrastructure Support	100	-	(100)
Emergency services	60	78	-
Flood restoration			
Kerbside Transition Plan	118	110	(118)
Other	561	57	(541)
Total non-recurrent grants	1,606	319	(1,287)

5.2.2 Grants – Capital Grants – Capital

Capital grants include all monies received from State, Federal and community sources for the purposes of funding the capital works program. Overall, the level of capital grants will decrease by \$0.880 compared to the forecast for 2021/22.

A list of capital grants by type and source, classified into recurrent and non-recurrent, is included below.

5.2.2.1 Recurrent Capital Grants

Capital Grant Funding Type and Source	Forecast	Budget	Variance
	2021/22	2022/23	
	\$'000	\$'000	\$'000
Recurrent - Commonwealth Government			
Roads to recovery	710	710	-
Recurrent - State Government			
Nil	-	-	-
Total recurrent grants	710	710	-

5.2.2.2 Non-Recurrent Capital Grants

Capital Grant Funding Type and Source	Forecast 2021/22 \$'000	Budget 2022/23 \$'000	Variance Variance \$'000
Non-recurrent - Commonwealth Government			
Nil			
Non-recurrent - State Government			
Buildings	4,160	2,230	(1,930)
Roads	3,522	3,878	356
Recreational		1,255	1,255
Waste		222	222
Bridges	120	487	367
Pathways	1,710	-	(1,710)
Total non-recurrent grants	9,512	8,072	(1,440)

5.3 Borrowings

The Council continues to operate free from borrowings.

5.4 Capital Works Program

This section presents an overview of capital works expenditure and funding sources, as well as a listing of the capital works projects that will be undertaken for the 2022/23 financial year. Works are also disclosed as current budget or carried forward from last year.

5.4.1 Summary of Works

	Forecast Actual	Budget	Change	%
	2021/22	2022/23		
	\$'000	\$'000	\$'000	
Property	4,327	3,116	1,211	28%
Plant and equipment	1,172	1,300	(128)	(11)%
Infrastructure	13,085	13,344	(259)	(2)%
Total	18,584	17,760	824	(2)%

Capital Works Area	Project cost	Asset expenditure type				Summary of funding sources			
		New	Renewal	Upgrade	Expansion	Grants	Contributions	Council cash	Borrowings
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Property	3,116	661	605	1,850	-	2,230	-	886	-
Plant and equipment	1,300	259	1,041	-	-	-	-	1,300	-
Infrastructure	13,344	1,993	3,077	8,275	-	6,552	-	6,822	-
Total capital works	17,760	2,913	4,723	10,125	-	8,782	-	9,008	-

5.4.2 Budget New Works 2022/23

Capital Works Area	Project cost \$'000	Asset expenditure type					Summary of funding sources			
		New	Renewal	Upgrade	Expansion	Grants	Contri- butions	Council cash	Borrowing	
		\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	
Property – Buildings										
Mountain View Children's Centre Concept Design	150	-		150	-	150	-		-	
Tawonga Memorial Hall Renewal	300	-		300	-	300	-	-	-	
Myrtleford Savoy Soccer Club Upgrade	250			250	-	250	-	-	-	
Ablett Pavilion Upgrade	300		300			300				
Mount Beauty Stadium Renewable Energy Upgrade	200	200				200				
Bright Office Electric Vehicle Charging Stations	61	61				30		31		
Renewable Energy Upgrades for Council Buildings	150	150						150		
Mount Beauty Pool Renewal	65		65					65		
Depot Concept Design	100		100					100		
Bright Community Centre Wifi Installation	10	10						10		
Mount Beauty Visitor Information Centre Deck Renewal	50	-		50	-		-	50	-	
Tawonga South Public Space and Amenities Concept Design	50	50	-	-	-		-	50	-	
Tawonga Fisherman's Walk Public Toilet	140	140					-	140	-	
Bright Office Renewal Stage 3 Design	40	-	40	-	-	-	-	40	-	
Mount Beauty Airport Bowser Design	50	50	-	-	-		-	50	-	
Total property	1,916	661	605	750	-	1,230	-	886	-	

Plant and equipment

Capital Works Area	Project cost \$'000	Asset expenditure type					Summary of funding sources			
		New	Renewal	Upgrade	Expansion	Grants	Contri- butions	Council cash	Borrowing	
		\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	
Plant, machinery and equipment										
Large Plant Renewal	121	-	121	-	-	-	-	121	-	
Large Plant New	18	18				-	-	18	-	
Small Plant and Equipment Renewal	28	-	28	-	-	-	-	28	-	
Vehicle Renewal	208	-	208	-	-	-	-	208	-	
Pool Vehicle	111	-	111			-	-	111	-	
Office furniture and equipment										
Disaster Recovery System Renewal	60		60					60		
Office network renewal	60		60					60		
Internet Renewal	30		30					30		
Identity Management System	40	40		-	-	-	-	40	-	
Unified Communications	25	-	25	-	-	-	-	25	-	
Corporate Technology Infrastructure	100	-	100	-	-	-	-	100	-	
Asset Management System	95	95	-	-	-	-	-	95	-	
Library Books	69	-	69	-	-	-	-	69	-	
Total plant and equipment	965	153	812	-	-	-	-	965	-	
Infrastructure – Roads										
Montgomery Lane Scoping and Design	78		78			78				
Dargo High Plains Road Upgrade	1,310			1,310		1,310				
Dinner Plain Activation	1,190			1,190		1,190				
Energy Efficient Streetlight Upgrade	500	-		500	-		-	500	-	
Road Stabilisation and Patching 2022/2023	150	-	150			150	-	-	-	
Resealing 2022/2023	500		500			500		-	-	
Asphalt Overlays 2022/2023	150	-	150			150		-	-	
Kerb And Channel Renewal 2022/2023	55	-	55					55	-	
Line Marking 2022/2023	50	-	50					50	-	
Gravel Road Reconstruction and Resheeting Program	560	-	560					560	-	

Capital Works Area	Project cost	Asset expenditure type					Summary of funding sources			
		New	Renewal	Upgrade	Expansion	Grants	Contri- butions	Council cash	Borrowing	
		\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	
Development Engineering Roads Program	140	-	140	-	-	-	-	140	-	
Bright Carparking Stage 3	50	-	50	-	-	-	-	50	-	
Infrastructure – Bridges										
Nimmo Pedestrian Bridge	487	487	-	-	-	487	-	-	-	
Infrastructure - Footpaths and cycleways										
Footpath Renewal	150	-	150	-	-	-	-	150	-	
Infrastructure - Drainage										
Drainage Renewal	50	-	50	-	-	-	-	50	-	
Deacon Avenue Bright	70	-	70	-	-	-	-	70	-	
O'Donnell Avenue Myrtleford	50	-	50	-	-	-	-	50	-	
34 Lawrence Street Myrtleford	15	-	15	-	-	-	-	15	-	
Nug Nug Road Culvert Renewal	15	-	15	-	-	-	-	15	-	
50 Kiewa Valley Highway Design	15	-	15	-	-	-	-	15	-	
Development Engineering Drainage Program	350	-	350	-	-	-	-	350	-	
Recreational, leisure and community facilities										
Dinner Plain Snowmaking	500	500	-	-	-	-	-	-	-	
Myrtleford Sport and Active Recreation Masterplan	160	-	160	-	-	160	-	-	-	
Bright Pioneer Park Masterplan	100	-	100	-	-	100	-	-	-	
Mount Beauty Education and Sport Precinct Masterplan	120	-	120	-	-	120	-	-	-	
Myrtleford Splash Park	200	200	-	-	-	200	-	-	-	
Tronoh Dredgehole Precinct	175	175	-	-	-	175	-	-	-	
Bright Weir Upgrade	35	-	-	-	35	-	-	35	-	
Vegetation Offset Management	40	-	-	-	40	-	-	40	-	
Infrastructure - Waste										
Kerbside Bins Renewal and New	90	-	90	-	-	-	-	90	-	

Capital Works Area	Project cost \$'000	Asset expenditure type					Summary of funding sources			
		New	Renewal	Upgrade	Expansion	Grants	Contri- butions	Council cash	Borrowing	
		\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	
Public Bins Renewal	30	-	30	-	-	-	-	-	-	
Food Organics Garden Organics (FOGO) Bins	390	390						390		
Myrtleford Landfill Rehabilitation										
Porepunkah Landfill Rehabilitation	1,060,633			1,060,633				1,060,633		
Landfill Rehabilitation Planning and Scoping	100			100				100		
Mount Beauty Landfill Rehabilitation Design	100			100				100		
Landfill Borehole Renewal Program	120	-	120		-	-	-	120	-	
Transfer Station Upgrades	222	-		222	-	222	-		-	
Total infrastructure	611,852	1,752	2,743	2,677	-	2,264	-	4,120	-	
Capitalised wages	1,492	241	334	918	-	-	-	1,178	-	
Total new capital works expenditure	14,363	2,807	4,294	7,263	-	6,482	-	7881	-	

5.4.3 Works Carried Forward from 2021/21

Capital Works Area	Project cost \$'000	Asset expenditure type				Summary of funding sources			
		New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Grants \$'000	Contributions \$'000	Council cash \$'000	Borrowing \$'000
Property									
Buildings									
Alpine View Children's Centre Expansion	400	-	-	400	-	400	-	-	-
Tawonga Caravan Park Upgrade	700	-	-	700	-	500	-	200	-
Myrtleford Memorial Hall Renewal	100	-	100	-	-	100	-	-	-
Total property	1,200	-	100	1,100	-	1,000	-	200	-
Plant and equipment									
Plant, machinery and equipment	205		205					205	
Large Plant Renewal	106	106						106	
Large Plant New	24		24					24	
Total plant and equipment	335	-	229	-	-	-	-	335	-
Infrastructure									
Roads									
Dinner Plain Activation	260	-		260	-	260		-	-
Dargo High Plain Road Upgrade	940	-		940	-	940		-	-
Snowy Creel Road Renewal	100		100			100			
Infrastructure									
Waste									
Porepunkah Landfill Rehabilitation	562	-		562	-	-	-	562	-
Total infrastructure	1,862		100	1,762	-	1,300	-	562	-
Total capital works carried forward from 2021/22	3,397	106	429	2,862	-	2,300	-	1097	-

5.4.4 Summary of Planned Capital Works Expenditure For the four years ended 30 June 2026

Capital Works Area	Project cost \$'000	Asset expenditure type				Summary of funding sources			
		New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Grants \$'000	Contributions \$'000	Council cash \$'000	Borrowing \$'000
2024									
Property									
Buildings	5,410	-	5,410	-	-	3,438	-	1,972	-
Total property	5,410	-	5,410	-	-	3,438	-	1,972	-
Plant and equipment									
Plant, machinery and equipment	458	-	458	-	-	-	-	458	-
Computers and telecommunications	205	-	205	-	-	-	-	205	-
Intangibles	41	-	41	-	-	-	-	41	-
Library books	77	-	77	-	-	-	-	77	-
Total plant and equipment	781	-	781	-	-	-	-	781	-
Infrastructure									
Roads	1,954	-	23	1,931	-	726	-	1,228	-
Bridges	288	-	288	-	-	-	-	288	-
Footpaths and cycleways	283	-	283	-	-	-	-	283	-
Drainage	228	-	228	-	-	-	-	228	-
Recreational, leisure and community facilities	5,074	-	5,074	-	-	4,815	-	259	-
Parks, open space and streetscapes	102	-	102	-	-	-	-	102	-
Waste	355	-	355	-	-	-	-	355	-
Total infrastructure	8,284	-	6,353	1,931	-	5,541	-	2,743	-
Unallocated	1,800	-	-	1,800	-	-	-	1,800	-
Total capital works expenditure	16,275	-	12,544	3,731	-	8,979	-	7,296	-

Capital Works Area	Asset expenditure type					Summary of funding sources			
	Project cost	New	Renewal	Upgrade	Expansion	Grants	Contributions	Council cash	Borrowings
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
2025									
Property									
Buildings	2,205	-	2,205	-	-	-	-	2,205	-
Total property	2,205	-	2,205	-	-	-	-	2,205	-
Plant and equipment									
Plant, machinery and equipment	459	-	459	-	-	-	-	459	-
Computers and telecommunications	205	-	205	-	-	-	-	205	-
Intangibles	41	-	41	-	-	-	-	41	-
Library books	79	-	79	-	-	-	-	79	-
Total plant and equipment	784	-	784	-	-	-	-	784	-
Infrastructure									
Roads	2,068	-	2,068	-	-	742	-	1,326	-
Bridges	295	-	295	-	-	-	-	295	-
Footpaths and cycleways	289	-	289	-	-	-	-	289	-
Drainage	234	-	234	-	-	-	-	234	-
Recreational, leisure and community facilities	528	-	528	-	-	-	-	528	-
Parks, open space and streetscapes	104	-	104	-	-	-	-	104	-
Waste	363	-	363	-	-	-	-	363	-
Total infrastructure	3,817	-	3,881	-	-	742	-	3,075	-
Unallocated	1,854	-	54	1,745	-	-	-	1,854	-
Total capital works expenditure	8,660	-	6,915	1,745	-	742	-	7,920	-

Capital Works Area	Asset expenditure type					Summary of funding sources			
	Project cost	New	Renewal	Upgrade	Expansion	Grants	Contributions	Council cash	Borrowings
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
2026									
Property									
Buildings	2,260	-	2,260	-	-	-	-	2,260	-
Total property	2,260	-	2,260	-	-	-	-	2,260	-
Plant and equipment									
Plant, machinery and equipment	459	-	459	-	-	-	-	459	-
Fixtures, fittings and furniture	-	-	-	-	-	-	-	-	-
Computers & telecommunications	205	-	205	-	-	-	-	205	-
Intangibles	41	-	41	-	-	-	-	41	-
Library books	81	-	81	-	-	-	-	81	-
Total plant and equipment	786	-	786	-	-	-	-	786	-
Infrastructure									
Roads	2,055	-	2,055	-	-	759	-	1,296	-
Bridges	302	-	302	-	-	-	-	302	-
Footpaths and cycleways	297	-	297	-	-	-	-	297	-
Drainage	239	-	239	-	-	-	-	239	-
Recreational, leisure and community facilities	541	-	541	-	-	-	-	541	-
Parks, open space and streetscapes	107	-	107	-	-	-	-	107	-
Waste	372	-	372	-	-	-	-	372	-
Total infrastructure	3,977	-	3,806	-	-	759	-	3,218	-
Unallocated	1,909	-	109	1,800	-	-	-	1,909	-
Total capital works expenditure	8,868	-	7,068	1,800	-	759	-	8,109	-

5.5 Financial Performance Indicators

The following table highlights Council's current and projected performance across a range of key financial performance indicators. These indicators provide a useful analysis of Council's financial position and performance and should be interpreted in the context of the organisation's objectives.

The financial performance indicators below are the prescribed financial performance indicators contained in Part 3 of Sch 3 of the *Local Government (Planning and Reporting) Regulations 2020*.

Results against these indicators will be reported in Council's Annual Report.

Indicator	Measure	Notes	Future Budget Projections					Trend + / o / -
			Forecast 2021 /22	Budget 2022 /23	2023 /24	2024 /25	2025 /26	
Operating position								
Adjusted underlying result	Adjusted underlying surplus (deficit) / Adjusted underlying revenue		-8.3%	-7.4%	-1.9%	-2.9%	-2.8%	-
Liquidity								
Working Capital	Current assets / current liabilities		393.2%	397.0%	374.93%	375.8%	346.0%	-
Unrestricted cash	Unrestricted cash / current liabilities		250.70%	294.0%	304.6%	314.7%	284.8%	o
Obligations								
Loans and borrowings	Interest bearing loans and borrowings / rate revenue	1	0.0%	0.0%	0.0%	0.0%	0.0%	o
Loans and borrowings	Interest and principal repayments on interest bearing loans and borrowings/rate revenue		0.0%	0.0%	0.0%	0.0%	0.0%	o
Indebtedness	Non-current liabilities / own source revenue		19.7%	17.6%	12.7%	12.2%	11.7%	-
Asset renewal	Asset renewal expenditure/ depreciation		138.0%	91.7%	234.0%	101.5%	101.4%	-
Stability								
Rates concentration	Rate revenue/adjusted underlying revenue		66.0%	69.2%	69.7%	69.8%	70.0%	o
Rates effort	Rate revenue / CIV of rateable properties in the municipality		0.5%	0.5%	0.5%	0.5%	0.5%	o
Efficiency								
Expenditure level	Total expenditure/no. of property assessments		\$3,539	\$3,393	\$3,278	\$3,401	\$3,41	o
Revenue level	Residential rate revenue / No. of residential property assessments		\$1,579	\$1,546	\$1,682	\$1,706	\$1,728	+

Indicator	Measure	Notes	Forecast	Budget	Future Budget Projections			Trend
			2021 /22	2022 /23	2023 /24	2024 /25	2025 /26	+ / o / -
Workforce turnover	No. of permanent staff resignations & terminations/average no. of permanent staff for the financial year		17.2%	10%	10%	10%	10%	o

Key to Forecast Trend:

- + Forecast increase in Council's financial performance/financial position indicator
- o Forecasts that Council's financial performance/financial position indicator will be steady
- Forecast reduction in Council's financial performance/financial position indicator

Notes to indicators

1. Loans and Borrowings - Council repaid all its borrowings in July 2015 and does not forecast to take out any further borrowings.

6 Schedule of Fees and Charges

This section presents the fees and charges of a statutory and non-statutory nature which will be charged in respect to various goods and services provided during the 2022/23 year.

Fees and charges are based on information available at the time of publishing and may vary during the financial year subject to any changes in Council's policy or legislation.

Department	Business Unit	Fee name	Fee - sub component	GST?	Adopted 2021/22 Fee	Proposed 2022/23 Fees	\$ Change	Unit of measure	Regulated?
Asset Maintenance									
Asset Maintenance	Operations	Application for Occupation/Works on Council Managed Land Permit		Yes	free	free		per permit	No
Corporate - Customer Service									
Corporate	Customer Services	Land information certificate	Within 7 days	Yes	as per legislation	as per legislation		as per legislation	Yes
Corporate	Customer Services	Land information certificate	Within 24 hrs	Yes	\$50.50	\$51.50	\$1.00	per certificate	No
Corporate	Customer Services	Copy of rates notice	Post 1999	Yes	\$12.00	\$12.50	\$0.50	per notice per year	No
Corporate	Customer Services	Copy of rates notice	Pre 1999	Yes	\$42.50	\$43.50	\$1.00	per notice per year	No
Corporate - Finance and Governance									
Corporate	Finance	Records retrieval	5 years old or less	Yes	\$12.00	\$13.00	\$1.00	per item	No
Corporate	Finance	Records retrieval	over 5 years old	Yes	\$42.50	\$43.50	\$1.00	per item	No
Corporate	Finance	Disabled parking permit			free	free			No
Corporate	Governance	Freedom of information		Yes	as per legislation	as per legislation		as per legislation	Yes

Department	Business Unit	Fee name	Fee - sub component	GST?	Adopted 2021/22 Fee	Proposed 2022/23 Fees	\$ Change	Unit of measure	Regulated?
Corporate - Libraries									
Corporate	Libraries	Overdue fine > than 2 days	Adult	Yes	\$0.20	\$-	-\$0.20	per day	No
Corporate	Libraries	Overdue fine > than 2 days	Junior	Yes	Nil	Nil		per day	No
Corporate	Libraries	Overdue fine > than 2 days	Inter library	Yes	\$0.50	\$-	-\$0.50	per day	No
Corporate	Libraries	Overdue fine > than 2 days	Book Club	Yes	\$1.00	\$-	-\$1.00	per day	No
Corporate	Libraries	Overdue fine with lost status		Yes	\$5.00	\$5.00	\$-	per item	No
Corporate	Libraries	Printing/photocopying	Black & White A4	Yes	\$0.10	\$0.20	\$0.10	per page	No
Corporate	Libraries	Printing/photocopying	Colour A4	Yes	\$0.50	\$0.50	\$-	per page	No
Corporate	Libraries	Printing/photocopying	Black & White A3	Yes	\$0.20	\$0.50	\$0.30	per page	No
Corporate	Libraries	Printing/photocopying	Colour A3	Yes	\$1.00	\$1.00	\$-	per page	No
Corporate	Libraries	Maximum unpaid fines before borrowing privileges are suspended	Adults	Yes	\$12.50	\$12.50	\$-	per member	No
Corporate	Libraries	Maximum unpaid fines before borrowing privileges are suspended	Junior	Yes	n/a	n/a		per member	No
Corporate	Libraries	Minor damage to an item or barcode		Yes	\$2.20	\$2.50	\$0.30	per item	No
Corporate	Libraries	DVD or CD ROM replacement cover		Yes	\$2.20	\$2.50	\$0.30	per item	No
Corporate	Libraries	CDB covers		Yes	\$10.00	\$10.50	\$0.50	per item	No
Corporate	Libraries	Lost or damaged items, where price is known		Yes	Price of item	Price of item		Per item	No
Corporate	Libraries	Lost or damaged items, where price is unknown	Adult book	Yes	\$26.50	\$27.00	\$0.50	per item	No

Department	Business Unit	Fee name	Fee - sub component	GST?	Adopted 2021/22 Fee	Proposed 2022/23 Fees	\$ Change	Unit of measure	Regulated?
Corporate	Libraries	Lost or damaged items, where price is unknown	Junior book	Yes	\$14.00	\$14.50	\$0.50	per item	No
Corporate	Libraries	Lost or damaged items, where price is unknown	Light romance	Yes	\$2.00	\$2.50	\$0.50	per item	No
Corporate	Libraries	Lost or damaged items, where price is unknown	Periodical	Yes	\$9.00	\$9.50	\$0.50	per item	No
Corporate	Libraries	Lost or damaged items, where price is unknown	Book on disk	Yes	\$101.50	\$103.50	\$2.00	per item	No
Corporate	Libraries	Lost or damaged items, where price is unknown	Single disk	Yes	\$19.00	\$3.50	-\$15.50	per item	No
Corporate	Libraries	Lost or damaged items, where price is unknown	DVD	Yes	\$27.50	\$28.00	\$0.50	per item	No
Corporate	Libraries	Lost or damaged items, where price is unknown	Playaway	Yes	\$101.50	\$103.50	\$2.00	per item	No
Corporate	Libraries	Lost or damaged items, where price is unknown	MP3	Yes	\$106.50	\$108.50	\$2.00	per item	No
Corporate	Libraries	Replacement of lost or damaged cards		Yes	\$2.50	\$3.00	\$0.50	per card	No
Corporate	Libraries	Interlibrary loans (for loans outside of Victoria or from non-library institutions)		Yes	\$28.50	As determined by ALIA[1]		per item	No
Corporate	Libraries	Inter library loan strap/barcode		Yes	\$3.30	\$3.50	\$0.20	per item	No
Corporate	Libraries	Requests for photocopies not in stock and obtained on inter library loan		Yes	As charged by supplier	As charged by supplier		per item	No
Corporate	Libraries	Research fee		Yes	\$16.00	\$16.50	\$0.50	per half hour	No

Department	Business Unit	Fee name	Fee - sub component	GST?	Adopted 2021/22 Fee	Proposed 2022/23 Fees	\$ Change	Unit of measure	Regulated?
Corporate	Libraries	Programs and activities		Yes	Free to minimal charge	Free to minimal charge		per attendee	No
Corporate	Libraries	Disc Cleaning		Yes	\$4.00	\$4.50	\$0.50	per item	No
Corporate	Libraries	Room Hire		Yes		\$5.00	\$5.00	per hour	No
Corporate - Rates									
Corporate	Rates	Rates debt recovery costs		Yes	Cost recovery from the ratepayer	Cost recovery from the ratepayer			Partial
Facilities - Bright Sports Centre									
Facilities	Bright Sports Centre	Additional Lifeguard		Yes	\$37.00	\$37.50	\$0.50	per hour	No
Facilities	Bright Sports Centre	Centre Membership - all areas	Adult - 1 month	Yes	\$90.00	\$92.00	\$2.00	per person	No
Facilities	Bright Sports Centre	Centre Membership - all areas	Concession - 1 month	Yes	\$66.00	\$67.50	\$1.50	per person	No
Facilities	Bright Sports Centre	Centre Membership - all areas	Family - 1 month	Yes	\$160.00	\$164.00	\$4.00	per family	No
Facilities	Bright Sports Centre	Centre Membership - all areas	Adult - 3 month	Yes	\$264.00	\$268.00	\$4.00	per person	No
Facilities	Bright Sports Centre	Centre Membership - all areas	Concession - 3 month	Yes	\$193.00	\$195.00	\$2.00	per person	No
Facilities	Bright Sports Centre	Centre Membership - all areas	Family - 3 month	Yes	\$472.00	\$475.00	\$3.00	per family	No
Facilities	Bright Sports Centre	Centre Membership - all areas	Monthly Direct Debit Adult	Yes	\$75.00	\$76.50	\$1.50	per person	No
Facilities	Bright Sports Centre	Centre Membership - all areas	Monthly Direct Debit Concession	Yes	\$53.50	\$53.50	\$-	per person	No
Facilities	Bright Sports Centre	Centre Membership - all areas	Monthly Direct Debit Family	Yes	\$155.00	\$158.00	\$3.00	per family	No

Department	Business Unit	Fee name	Fee - sub component	GST?	Adopted 2021/22 Fee	Proposed 2022/23 Fees	\$ Change	Unit of measure	Regulated?
Facilities	Bright Sports Centre	After Hours Access	Fob Charge	Yes	\$20.50	\$21.00	\$0.50	per fob	No
Facilities	Bright Sports Centre	Swimming pool only	Adult - 3 month	Yes	\$125.00	\$128.00	\$3.00	per person	No
Facilities	Bright Sports Centre	Swimming pool only	Concession - 3 Month	Yes	\$78.50	\$80.00	\$1.50	per person	No
Facilities	Bright Sports Centre	Swimming pool only	Family - 3 month	Yes	\$315.00	\$322.00	\$7.00	per family	No
Facilities	Bright Sports Centre	Swimming pool only	Adult casual visit	Yes	\$8.00	\$8.50	\$0.50	per person	No
Facilities	Bright Sports Centre	Swimming pool only	Child/concession-casual visit	Yes	\$4.50	\$5.00	\$0.50	per person	No
Facilities	Bright Sports Centre	Swimming pool only	Family - Casual Visit	Yes	\$18.00	\$18.50	\$0.50	per family	No
Facilities	Bright Sports Centre	Swimming pool only	Adult 10 visit card	Yes	\$65.00	\$76.50	\$11.50	per card	No
Facilities	Bright Sports Centre	Swimming pool only	Concession/child 10 visit card	Yes	\$40.50	\$45.00	\$4.50	per card	No
Facilities	Bright Sports Centre	Casual gym entry (includes gym and pool)	Adult Casual	Yes	\$15.00	\$15.50	\$0.50	per person	No
Facilities	Bright Sports Centre	Casual gym entry (includes gym and pool)	Concession - Casual	Yes	\$10.50	\$11.00	\$0.50	per person	No
Facilities	Bright Sports Centre	Casual gym entry (includes gym and pool)	Adult 10 visit card	Yes	\$137.00	\$139.50	\$2.50	per card	No
Facilities	Bright Sports Centre	Casual gym entry (includes gym and pool)	Concession 10 visit card	Yes	\$94.50	\$96.50	\$2.00	per card	No
Facilities	Bright Sports Centre	Hydro program	Hydro 10 Visit Card	Yes			\$-	per person	No
Facilities	Bright Sports Centre	Learn to swim program		Yes	\$18.00	\$18.50	\$0.50	per person per session	No

Department	Business Unit	Fee name	Fee - sub component	GST?	Adopted 2021/22 Fee	Proposed 2022/23 Fees	\$ Change	Unit of measure	Regulated?
Facilities	Bright Sports Centre	Learn to swim program - Early payment discount 10%		Yes			\$-	per person	No
Facilities	Bright Sports Centre	Learn to swim private lesson		Yes	\$57.00	\$58.00	\$1.00	per lesson	No
Facilities	Bright Sports Centre	Casual group exercise class entry	Regular Class - Non Member	Yes	\$12.00	\$12.50	\$0.50	per person	No
Facilities	Bright Sports Centre	Casual group exercise class entry	Active Seniors Class - Non Member	Yes	\$7.00	\$7.50	\$0.50	per person	No
Facilities	Bright Sports Centre	Casual group exercise class entry	Intro Seniors Class	Yes	\$6.00	\$6.50	\$0.50	per person	No
Facilities	Bright Sports Centre	Squash court	Adult	Yes	\$7.00	\$7.50	\$0.50	per person	No
Facilities	Bright Sports Centre	Squash court	Child/concession	Yes	\$4.50	\$5.00	\$0.50	per person	No
Facilities	Bright Sports Centre	Multi-purpose room hire		Yes	\$26.50	\$27.00	\$0.50	per hour	No
Facilities	Bright Sports Centre	Pool hire with lifeguard		Yes	\$106.50	\$109.00	\$2.50	per hour	No
Facilities	Bright Sports Centre	Shower Only		Yes	\$4.50	\$4.50	\$-	per person	No
Facilities - Community Centres									
Facilities	Community Centres	Hall or kitchen only hire	Max \$170/day	Yes	\$16.00	\$17.00	\$1.00	per hour	No
Facilities	Community Centres	Hall and kitchen hire	Max \$280/day	Yes	\$26.50	\$28.50	\$2.00	per hour	No
Facilities	Community Centres	Bond		Yes	\$269.00	\$269.00	\$-	per hire	No
Facilities	Community Centres	Hall hire insurance (any hall)		Yes	\$37.00	\$37.50	\$0.50	per hire	No
Facilities - Swimming Pools									
Facilities	Swimming Pools	Adult daily		Yes	\$5.20	\$5.50	\$0.30	per person	No
Facilities	Swimming Pools	Child/concession daily		Yes	\$2.50	\$3.00	\$0.50	per person	No

Department	Business Unit	Fee name	Fee - sub component	GST?	Adopted 2021/22 Fee	Proposed 2022/23 Fees	\$ Change	Unit of measure	Regulated?
Facilities	Swimming Pools	Supervising parent		Yes	\$4.00	\$4.00	\$-	per person	No
Facilities	Swimming Pools	Family season - early bird		Yes	\$89.00	\$89.00	\$-	per season	No
Facilities	Swimming Pools	Adult season		Yes	\$80.00	\$82.00	\$2.00	per season	No
Facilities	Swimming Pools	Child/concession season		Yes	\$42.50	\$43.50	\$1.00	per season	No
Facilities	Swimming Pools	Adult 10 visit pass		Yes	\$47.00	\$48.00	\$1.00	per 10 visits	No
Facilities	Swimming Pools	Child/concession 10 visit pass		Yes	\$23.00	\$27.00	\$4.00	per 10 visits	No
Facilities	Swimming Pools	Mount Beauty stadium hire		Yes	\$27.00	\$27.50	\$0.50	per hour	No
Facilities	Swimming Pools	Aqua fit/concession		Yes	\$7.50	\$8.00	\$0.50	per session	No
Facilities	Swimming Pools	Aqua fit/adult		Yes	\$10.50	\$11.00	\$0.50	per session	No
Facilities	Swimming Pools	Arthritis group		Yes	\$3.00	\$3.00	\$-	per hour	No
Facilities	Swimming Pools	Lane hire		Yes	\$30.00	\$30.50	\$0.50	per hour	No
Facilities	Swimming Pools	Learn to swim		Yes	\$17.50	\$18.00	\$0.50	one lesson	No
Facilities	Swimming Pools	Learn to swim		Yes	\$55.00	\$56.00	\$1.00	private lesson	No
Facilities	Swimming Pools	Pool hire with lifeguard		Yes	\$105.00	\$107.00	\$2.00	per hour	No
Facilities	Swimming Pools	Seniors Hour		Yes	\$3.00	\$3.00	\$-	per hour	No
Facilities -The Pavilion, Pioneer Park									
Facilities	The Pavilion	Meeting room	max 10hr charge/day	Yes	\$15.00	\$16.00	\$1.00	per hour	No
Facilities	The Pavilion	Function Centre (no kitchen)	max 10hr charge/day	Yes	\$25.50	\$26.50	\$1.00	per hour	No
Facilities	The Pavilion	Function Centre incl. kitchen	max 10hr charge/day	Yes	\$45.50	\$46.50	\$1.00	per hour	No

Department	Business Unit	Fee name	Fee - sub component	GST?	Adopted 2021/22 Fee	Proposed 2022/23 Fees	\$ Change	Unit of measure	Regulated?
Facilities	The Pavilion	Kitchen only	max 10hr charge/day	Yes	\$25.50	\$26.50	\$1.00	per hour	No
Facilities	The Pavilion	First Aid Room & Downstairs Toilets (2) Hire	Full day hire	Yes	\$152.00	\$152.00	\$-	per day	No
Facilities	The Pavilion	Entire Downstairs Area (Changerooms, First Aid Room, Toilets)	Full day hire	Yes	\$355.00	\$355.00	\$-	per day	No
Facilities -Waste Services									
Facilities	Waste	Domestic putrescible and hard waste		Yes	\$46.50	\$48.00	\$1.50	per cubic metre	No
Facilities	Waste	Domestic putrescible and hard waste	minimum charge	Yes	\$8.00	\$8.00	\$-	per large bag	No
Facilities	Waste	Concrete and bricks		Yes	\$39.50	\$40.50	\$1.00	per cubic metre	No
Facilities	Waste	Cement sheeting, plaster board		Yes	\$55.00	\$57.00	\$2.00	per cubic metre	No
Facilities	Waste	Green waste		Yes	\$18.50	\$18.50	\$-	per cubic metre	No
Facilities	Waste	Raw organic timber		Yes	\$18.50	\$18.50	\$-	per cubic metre	No
Facilities	Waste	Processed/treated timber		Yes	\$46.50	\$48.00	\$1.50	per cubic metre	No
Facilities	Waste	Whitegoods (all)		Yes	\$11.50	\$11.50	\$-	each	No
Facilities	Waste	Steel		Yes	\$12.00	\$12.00	\$-	per cubic metre	No
Facilities	Waste	Oil		Yes	free	free		per litre	No
Facilities	Waste	Plastic and metal oil containers			\$0.80	\$0.80	\$-	per item	No

Department	Business Unit	Fee name	Fee - sub component	GST?	Adopted 2021/22 Fee	Proposed 2022/23 Fees	\$ Change	Unit of measure	Regulated?
Facilities	Waste	Car bodies		Yes	\$26.00	\$26.00	\$-	per item	No
Facilities	Waste	Aluminium, cardboard, steel cans, plastic bottles and containers		Yes	\$15.00	\$15.50	\$0.50	per cubic metre	No
Facilities	Waste	Paint cans 10 litres and over of any size containing paint		Yes	\$3.60	\$5.00	\$1.40	per litre	No
Facilities	Waste	Car batteries		Yes	free	free		each	No
Facilities	Waste	LPG cylinders		Yes	\$6.00	\$6.00	\$-	each	No
Facilities	Waste	Tyres small/4WD		Yes	\$10.50	\$11.00	\$0.50	each	No
Facilities	Waste	Tyres large - truck		Yes	\$15.50	\$16.00	\$0.50	each	No
Facilities	Waste	Tyres large - tractor or truck		Yes	\$94.00	\$95.00	\$1.00	each	No
Facilities	Waste	E-waste - Small appliances		Yes	free	free		each	No
Facilities	Waste	E-waste - Medium appliances		Yes	free	free		each	No
Facilities	Waste	E-waste - Large appliances		Yes	free	free		each	No
Facilities	Waste	E-waste scheme exempt items		Yes	free	free		each	No
Facilities	Waste	Asbestos - Porepunkah only	Minimum charge \$5	Yes	\$101.50	\$101.50	\$-	per cubic metre	No
Facilities	Waste	Green organic mulch sales		Yes	free	free		per cubic metre	No
Facilities	Waste	Crushed concrete sales		Yes	\$39.50	\$39.50	\$-	per cubic metre	No
Facilities	Waste	Mattress - any size except cot		Yes	\$28.50	\$29.50	\$1.00	each	No
Facilities	Waste	Mattress - cot		Yes	\$10.00	\$10.50	\$0.50	each	No
Facilities	Waste	Single seater couch		Yes	\$20.50	\$21.50	\$1.00	each	No

Department	Business Unit	Fee name	Fee - sub component	GST?	Adopted 2021/22 Fee	Proposed 2022/23 Fees	\$ Change	Unit of measure	Regulated?
Facilities	Waste	Two seater, sofa or larger couch		Yes	\$29.50	\$30.50	\$1.00	each	No
Facilities	Waste	Skis or snowboards		Yes	\$6.50	\$6.50	\$-	per pair or board	No
Facilities	Waste	Silage wrap		Yes	\$3.50	\$3.50	\$-	per cubic metre	No
Facilities	Waste	Drum master		Yes	free	free			No
Planning and Amenity - Building Control									
Planning & Amenity	Building	Lodgement Fee				\$123.70	\$123.70		
Planning & Amenity	Building	Commercial works \$15,000 - \$39,999	+ lodgement fee	Yes		competitive quote		minimum fee	No
Planning & Amenity	Building	Commercial works \$40,000 or over	+ lodgement fee	Yes	competitive quote	competitive quote		minimum fee	No
Planning & Amenity	Building	Carport, garage, verandahs, patios, pergolas and other small extensions - up to 4 inspections \$16,001 or greater alterations / additions to a Class 1 or 10		Yes		\$1,000.00	\$1,000.00	minimum fee	No
Planning & Amenity	Building	Swimming pool / spa registration		No	as per legislation	as per legislation		Per property	Yes
Planning & Amenity	Building	Swimming pool / spa document search fee		No	as per legislation	as per legislation		Per property	Yes
Planning & Amenity	Building	Swimming pool / spa inspection (2 site visit max)		Yes	\$406.00	\$415.00	\$9.00	Minimum fee	No
Planning & Amenity	Building	Certificate of compliance lodgement		Yes		as per legislation			Yes
Planning & Amenity	Building	Certificate of non-compliance lodgement		Yes		as per legislation			Yes

Department	Business Unit	Fee name	Fee - sub component	GST?	Adopted 2021/22 Fee	Proposed 2022/23 Fees	\$ Change	Unit of measure	Regulated?
Planning & Amenity	Building	Commercial works <\$15,000	+ lodgement fee	Yes	competitive quote	competitive quote		minimum fee	No
Planning & Amenity	Building	Commercial works \$15,001 - \$40,000	+ lodgement fee	Yes	competitive quote	competitive quote		minimum fee	No
Planning & Amenity	Building	Commercial works >\$40,001	+ lodgement fee	Yes	competitive quote	competitive quote		minimum fee	No
Planning & Amenity	Building	Carport, garage, sheds, veranda and other small extensions		Yes	\$588.50	\$800.00	\$211.50	minimum fee	No
Planning & Amenity	Building	Swimming pool (in-ground)		Yes	\$707.50	\$1,000.00	\$292.50	minimum fee	No
Planning & Amenity	Building	Swimming pool (above ground)		Yes	\$471.00	\$800.00	\$329.00	minimum fee	No
Planning & Amenity	Building	Restumping or demolition		Yes	competitive quote	competitive quote		minimum fee	No
Planning & Amenity	Building	Dwelling extensions and alterations		Yes	competitive quote	competitive quote		minimum fee plus applicable levies	No
Planning & Amenity	Building	New dwelling		Yes	competitive quote	competitive quote		minimum fee plus applicable levies	No
Planning & Amenity	Building	Multi-unit development		Yes	competitive quote	competitive quote		minimum fee	No
Planning & Amenity	Building	Extension of time for building permit		Yes	\$268.00	\$268.00	\$-	per extension	No
Planning & Amenity	Building	Temporary Siting approvals x3 Structures		Yes		\$447.00	\$447.00		

Department	Business Unit	Fee name	Fee - sub component	GST?	Adopted 2021/22 Fee	Proposed 2022/23 Fees	\$ Change	Unit of measure	Regulated?
Planning & Amenity	Building	Temporary Siting approvals more than 3 Structures		Yes		\$570.00	\$570.00		
Planning & Amenity	Building	POPE attendance up to 1000 persons & 1 prescribed structure		Yes		\$1,146.50	\$1,146.50		No
Planning & Amenity	Building	POPE attendance up to 5000 persons & 5 prescribed structure		Yes		\$1,561.00	\$1,561.00		No
Planning & Amenity	Building	POPE attendance of greater than 5,000 persons and more than 5 prescribed structures		Yes		\$1,770.00	\$1,770.00		No
Planning & Amenity	Building	Minor amendment to building permit		Yes	\$134.00	\$137.00	\$3.00	per amendment	No
Planning & Amenity	Building	Major amendment to building permit		Yes	\$268.00	\$274.00	\$6.00	per amendment	No
Planning & Amenity	Building	Variation to ResCode (report and consent)		Yes	as per legislation	as per legislation		as per legislation	Yes
Planning & Amenity	Building	Notification of adjoining landowners for siting variation		Yes		as per legislation		per item	
Planning & Amenity	Building	Flooding (Reg 153)		Yes		as per legislation		per item	
Planning & Amenity	Building	Projections beyond street alignment (Part 6)		Yes		as per legislation		per item	
Planning & Amenity	Building	Protection of the public (Reg 116)		Yes		as per legislation		per item	
Planning & Amenity	Building	Additional inspection or re-inspection		Yes	\$235.50	\$241.00	\$5.50	per inspection	No
Planning & Amenity	Building	Additional inspection or re-inspection (remote area)		Yes	\$320.50	\$328.00	\$7.50	per inspection	No

Department	Business Unit	Fee name	Fee - sub component	GST?	Adopted 2021/22 Fee	Proposed 2022/23 Fees	\$ Change	Unit of measure	Regulated?
Planning & Amenity	Building	Copy of building permit, endorsed plans or occupancy permit		Yes	as per legislation	as per legislation		as per legislation	Yes
Planning & Amenity	Building	Legal point of discharge information		No	as per legislation	as per legislation		as per legislation	Yes
Planning & Amenity	Building	Build over easement		No	as per legislation	as per legislation		as per legislation	Yes
Planning & Amenity	Building	Building information certificate		No	as per legislation	as per legislation		as per legislation	Yes
Planning & Amenity	Building	Essential service inspection and report	minimum amount	Yes	\$353.00	\$450.00	\$97.00	per inspection	No
Planning & Amenity	Building	Non-mandatory inspection		Yes	\$235.50	\$240.00	\$4.50	per inspection	No
Planning & Amenity	Building	Council Comments (to vary a regulation, where report and consent not an option)		Yes		\$440.00	\$440.00	as per regulations	No
Planning & Amenity	Building	BAL Assessment – desktop assessment:		Yes		\$650.00	\$650.00	minimum fee	No
Planning & Amenity	Building	BAL Assessment – on site assessment:		Yes		\$1,300.00	\$1,300.00	minimum fee	No
Planning & Amenity	Building	BAL Assessment – remote on site assessment:		Yes		\$1,650.00	\$1,650.00	minimum fee	No
Planning & Amenity	Building	Performance solutions - amenity matter		Yes		\$350.00	\$350.00	per item	No
Planning & Amenity	Building	Performance solutions - access matter (per item)		Yes		\$500.00	\$500.00	per item	No
Planning & Amenity	Building	Performance solutions - fire safety matter (per item)		Yes		\$650.00	\$650.00	per item	No

Department	Business Unit	Fee name	Fee - sub component	GST?	Adopted 2021/22 Fee	Proposed 2022/23 Fees	\$ Change	Unit of measure	Regulated?
Planning & Amenity	Building	Partial compliance Exemption - amenity matter (per item)		Yes		\$280.00	\$280.00	per item	No
Planning & Amenity	Building	Partial compliance Exemption - access matter (per item)		Yes		\$430.00	\$430.00	per item	No
Planning & Amenity	Building	Partial compliance Exemption - fire safety matter (per item)		Yes		\$550.00	\$550.00	per item	No
Planning & Amenity	Building	Occupancy Permit/Final Certificate not assoc. with Building Permit Class 1 & 10		Yes		\$561.00	\$561.00	per document	No
Planning & Amenity	Building	Occupancy Permit/Final Certificate not assoc. with Building Permit class 1b		Yes		\$1,010.00	\$1,010.00	per document	No
Planning & Amenity	Building	Occupancy Permit/Final Certificate not assoc. with Building Permit Class 2-9		Yes		\$1,224.00	\$1,224.00	per document	No
Planning and Amenity - Development									
Planning & Amenity	Development	Application for permit to work in a road reserve		No	as per legislation	as per legislation		as per legislation	Yes
Planning and Amenity - Health									
Planning & Amenity	Health	Class 1 food premises		No	\$545.00	\$557.00	\$12.00	per annum	No
Planning & Amenity	Health	Class 1 food premises - Charity and Community Groups		No	\$272.00	\$278.00	\$6.00	per annum	No
Planning & Amenity	Health	Class 2 food premises		No	\$473.00	\$484.00	\$11.00	per annum (pro rata)	No
Planning & Amenity	Health	Class 2 food premises - Charity and Community Groups		No	\$236.50	\$242.00	\$5.50	per annum (pro rata)	No

Department	Business Unit	Fee name	Fee - sub component	GST?	Adopted 2021/22 Fee	Proposed 2022/23 Fees	\$ Change	Unit of measure	Regulated?
Planning & Amenity	Health	Class 3 food premises		No	\$270.00	\$276.00	\$6.00	per annum (pro rata)	No
Planning & Amenity	Health	Class 3 food premises - Charity and Community Groups		No	\$135.00	\$138.00	\$3.00	per annum (pro rata)	No
Planning & Amenity	Health	Class 4 food premises		No	\$-	-		per annum	No
Planning & Amenity	Health	Class 2 temporary food premises & mobile food vendors (Streatrader)		No	\$211.00	\$216.00	\$5.00	per annum	No
Planning & Amenity	Health	Class 2 temporary food premises & mobile food vendors, charitable and community groups (Streatrader)		No	\$55.00	\$56.00	\$1.00	per annum	No
Planning & Amenity	Health	Class 3 temporary food premises & mobile food vendors (Streatrader)		No	\$126.00	\$129.00	\$3.00	per annum	No
Planning & Amenity	Health	Class 3 temporary food premises & mobile food vendors, charitable and community groups (Streatrader)		No	\$30.50	\$31.50	\$1.00	per annum	No
Planning & Amenity	Health	New premises fee		No	50% of annual registration fee plus applicable registration fee	50% of annual registration fee plus applicable registration fee		pro rata	
Planning & Amenity	Health	Inspection and report fee		No	\$155.50	\$159.00	\$3.50	per registration	No
Planning & Amenity	Health	Major non-compliance inspection fee		No	\$181.50	\$186.00	\$4.50	per inspection	No

Department	Business Unit	Fee name	Fee - sub component	GST?	Adopted 2021/22 Fee	Proposed 2022/23 Fees	\$ Change	Unit of measure	Regulated?
Planning & Amenity	Health	Major non-compliance inspection fee (where a notice has been issued)		No	\$244.50	\$250.00	\$5.50	per inspection	No
Planning & Amenity	Health	Hairdresser premise registration		No	\$208.00	\$213.00	\$5.00	per premise	No
Planning & Amenity	Health	Beauty or skin penetration registration		No	\$166.50	\$170.00	\$3.50	per annum	No
Planning & Amenity	Health	Prescribed accommodation premise registration		No	\$218.00	\$223.00	\$5.00	per annum	No
Planning & Amenity	Health	Permit to install wastewater system		No	\$497.50	as per regulations		per application	Yes
Planning & Amenity	Health	Change to an existing wastewater permit		No	\$152.00	as per regulations		per application	Yes
Planning & Amenity	Health	Permit to alter wastewater system		No	\$248.50	as per regulations		per application	Yes
Planning & Amenity	Health	Health search		No	\$40.50	\$41.50	\$1.00	per hour or part thereof	No
Planning & Amenity	Health	Caravan park registration		No	as per legislation	as per legislation		as per legislation	Yes
Planning & Amenity	Health	Caravan park rigid annex approval fee		No	\$162.50	\$166.00	\$3.50	per approval	No
Planning & Amenity	Health	Transfer registration fee		No	50% of applicable annual registration fee	50% of applicable annual registration fee		of applicable annual registration fee	No

Department	Business Unit	Fee name	Fee - sub component	GST?	Adopted 2021/22 Fee	Proposed 2022/23 Fees	\$ Change	Unit of measure	Regulated?
Planning & Amenity	Health	Registration late penalty fee		No	30% addition to annual registration fee	30% addition to annual registration fee		of original registration fee	No
Planning and Amenity - Local Laws									
Planning & Amenity	Local Laws	Dog registration	Full	No	\$91.50	\$93.50	\$2.00	per animal	Partially
Planning & Amenity	Local Laws	Dog registration	Pensioner	No	\$45.50	\$46.50	\$1.00	per animal	Yes
Planning & Amenity	Local Laws	Dog registration	Reduced (Desexed/working dog)	No	\$30.50	\$31.00	\$0.50	per animal	Yes
Planning & Amenity	Local Laws	Dog Registration	Reduced Pensioner	No	\$15.00	\$15.00	\$-	Per animal	Yes
Planning & Amenity	Local Laws	Dog Registration	Declared Dog	No	\$91.50	\$93.50	\$2.00	Per animal	Yes
Planning & Amenity	Local Laws	Cat registration	Full	No	\$91.50	\$93.50	\$2.00	per animal	Yes
Planning & Amenity	Local Laws	Cat registration	Pensioner	No	\$45.50	\$46.50	\$1.00	per animal	Yes
Planning & Amenity	Local Laws	Cat registration	Reduced	No	\$30.50	\$31.00	\$0.50	per animal	Yes
Planning & Amenity	Local Laws	Cat registration	Reduced Pensioner	No	\$15.00	\$15.00	\$-	Per animal	Yes
Planning & Amenity	Local Laws	Domestic Animal Act infringements (e.g. Failure to Register Dog or Cat)		No	as per legislation	as per legislation		as per legislation	Yes
Planning & Amenity	Local Laws	Animal registration tag replacement		Yes	\$5.00	\$6.00	\$1.00	per tag	No

Department	Business Unit	Fee name	Fee - sub component	GST?	Adopted 2021/22 Fee	Proposed 2022/23 Fees	\$ Change	Unit of measure	Regulated?
Planning & Amenity	Local Laws	Pound release fee – animals	Registered	No	\$83.00	\$85.00	\$2.00	per animal	Partially
Planning & Amenity	Local Laws	Pound release fee – animals	Unregistered	No	\$166.50	\$170.00	\$3.50	per animal	Partially
Planning & Amenity	Local Laws	Impounded item release fee – all other items		Yes	\$61.00	\$62.50	\$1.50	Per movement	No
Planning & Amenity	Local Laws	Animal sustenance fee		Yes	\$15.00	\$15.50	\$0.50	per animal per day	No
Planning & Amenity	Local Laws	Livestock impound fee – small stock		Yes	\$22.50	\$23.00	\$0.50	Per animal	No
Planning & Amenity	Local Laws	Livestock impound fee – large stock		Yes	\$101.50	\$104.00	\$2.50	Per animal	No
Planning & Amenity	Local Laws	Sustenance fee – small stock		Yes	\$10.00	\$11.00	\$1.00	Per animal per day	No
Planning & Amenity	Local Laws	Sustenance fee – large stock		Yes	\$20.50	\$21.00	\$0.50	Per animal per day	No
Planning & Amenity	Local Laws	Veterinary fees		Yes	Reasonable costs	Reasonable costs		Per animal	No
Planning & Amenity	Local Laws	Cat trap hire deposit		No	nil	nil		per hire	No
Planning & Amenity	Local Laws	Cat trap hire fee		Yes	nil	nil		per hire	No
Planning & Amenity	Local Laws	Domestic animal business fee		No	\$132.00	\$135.00	\$3.00	per year	Yes
Planning & Amenity	Local Laws	Dinner Plain snowmobile permit		No	\$72.00	\$73.50	\$1.50	per snowmobile	No
Planning & Amenity	Local Laws	Parking infringement	Category 1 (e.g.Time Limit)	No	0.5 Penalty Unit	0.5 Penalty Unit		As per legislation	Partially

Department	Business Unit	Fee name	Fee - sub component	GST?	Adopted 2021/22 Fee	Proposed 2022/23 Fees	\$ Change	Unit of measure	Regulated?
Planning & Amenity	Local Laws	Parking infringement	Category 2 (e.g. Bus Zone)	No	0.6 Penalty Unit	0.6 Penalty Unit		as per legislation	Yes
Planning & Amenity	Local Laws	Parking infringement	Category 3 (e.g. No Stopping Area)	No	1.0 Penalty Unit	1.0 Penalty Unit		as per legislation	Yes
Planning & Amenity	Local Laws	Vehicle impound fee		No	\$113.50	\$116.00	\$2.50	per vehicle	No
Planning & Amenity	Local Laws	Vehicle storage fee		Yes	\$15.00	\$16.00	\$1.00	per vehicle per day	No
Planning & Amenity	Local Laws	Vehicle & livestock transport fee		Yes	Reasonable costs	Reasonable costs		Per movement	No
Planning and Amenity - Memorials									
Planning & Amenity	Memorials	Memorial plaque fee		Yes	\$61.00	\$61.00	\$-	per annum	No
Planning and Amenity - Planning									
Planning & Amenity	Planning	Public notification	Notice to neighbours	Yes	\$67.50	\$69.00	\$1.50	per general notification	No
Planning & Amenity	Planning	Public notification	Additional notices	Yes	\$8.00	\$9.00	\$1.00	per notice	No
Planning & Amenity	Planning	Public notification	Notice on land	Yes	\$85.50	\$87.00	\$1.50	up to two signs	No
Planning & Amenity	Planning	Public notification	Additional notices on land	Yes	\$13.00	\$15.00	\$2.00	each additional sign	No
Planning & Amenity	Planning	Public notification	Notice in papers	Yes	\$208.00	\$213.00	\$5.00	per notice	No
Planning & Amenity	Planning	Planning advice in writing - cert of verbal advice		Yes	\$125.00	\$128.00	\$3.00	per advice	No

Department	Business Unit	Fee name	Fee - sub component	GST?	Adopted 2021/22 Fee	Proposed 2022/23 Fees	\$ Change	Unit of measure	Regulated?
Planning & Amenity	Planning	Sect 173 agreements		Yes	\$416.00	\$425.00	\$9.00	per agreement	No
Planning & Amenity	Planning	Certificate of title and restrictions covenant		Yes	\$62.50	\$64.00	\$1.50	per certificate	No
Planning & Amenity	Planning	Copy of planning permit, endorsed plans or occupancy permit		Yes	as per legislation	as per legislation		as per legislation	Yes
Planning & Amenity	Planning	Planning panel - proponent request amendment		Yes	cost of panel	cost of panel			Yes
Planning & Amenity	Planning	Extension of time for planning permit certificate fee		No	\$125.00	\$128.00	\$3.00	per extension	No
Planning & Amenity	Planning	Class 1 – Change of use only		No	as per legislation	as per legislation		per application	Yes
Planning & Amenity	Planning	To develop land or to use and develop land for a single dwelling per lot or to undertake development ancillary to the use of the land for a single dwelling per lot if the estimated cost of development included in the application is:							
Planning & Amenity	Planning	Class 2 - Dwellings \$10,000 to \$100,000		No	as per legislation	as per legislation		per application	Yes
Planning & Amenity	Planning	Class 3 - Dwellings more than \$100,001		No	as per legislation	as per legislation		per application	Yes
Planning & Amenity	Planning	To develop land (other than for a single dwelling per lot) if the estimated cost of development included in the application is:							
Planning & Amenity	Planning	Class 4 - \$10,000 or less		No	as per legislation	as per legislation		per application	Yes
Planning & Amenity	Planning	Class 5 - \$10,000 to \$250,000		No	as per legislation	as per legislation		per application	Yes
Planning & Amenity	Planning	Class 6 - \$250,000 to \$500,000		No	as per legislation	as per legislation		per application	Yes

Department	Business Unit	Fee name	Fee - sub component	GST?	Adopted 2021/22 Fee	Proposed 2022/23 Fees	\$ Change	Unit of measure	Regulated?
Planning & Amenity	Planning	Class 7 - \$500,000 to \$1,000,000		No	as per legislation	as per legislation		per application	Yes
Planning & Amenity	Planning	Class 8 - \$1,000,000 to \$7,000,000		No	as per legislation	as per legislation		per application	Yes
Planning & Amenity	Planning	Class 9 - \$7,000,000 to \$10,000,000		No	as per legislation	as per legislation		per application	Yes
Planning & Amenity	Planning	Class 10 - \$10,000,000 to \$50,000,000		No	as per legislation	as per legislation		per application	Yes
Planning & Amenity	Planning	Class 11 - Over \$50,000,000		No	as per legislation	as per legislation		per application	Yes
Planning & Amenity	Planning	Class 12 - Subdivide existing building		No	as per legislation	as per legislation		per application	Yes
Planning & Amenity	Planning	Class 13 - Subdivide land into two lots		No	as per legislation	as per legislation		per application	Yes
Planning & Amenity	Planning	Class 14 - To effect a realignment of a common boundary between lots or to consolidate two or more lots		No	as per legislation	as per legislation		per application	Yes
Planning & Amenity	Planning	Class 15 - To subdivide land		No	as per legislation	as per legislation		per application	Yes
Planning & Amenity	Planning	Class 16 - To remove a restriction (within the meaning of the Subdivision Act 1988) over land if the land has been used or developed for more than 2 years before the date of the applications in a manner which would have been lawful under the Planning and Environment Act 1987 but for the existence of the restriction		No	as per legislation	as per legislation		per application	Yes

Department	Business Unit	Fee name	Fee - sub component	GST?	Adopted 2021/22 Fee	Proposed 2022/23 Fees	\$ Change	Unit of measure	Regulated?
Planning & Amenity	Planning	Class 17 - To create, vary or remove a restriction within the meaning of the Subdivision Act 1988 or to create or remove a right of way		No	as per legislation	as per legislation		per application	Yes
Planning & Amenity	Planning	Class 18 - To create, vary or remove an easement other than a right of way or to vary or remove a condition in the nature of an easement other than a right of way in a Crown grant		No	as per legislation	as per legislation		per application	Yes
Planning & Amenity	Planning	Amend an application for a permit after notice has been given for every class of application (other than Class 4)		No	as per legislation	as per legislation		per application	No
Planning & Amenity	Planning	Amend an application for a permit after notice has been given for every class of application (other than Class 5)		No	as per legislation	as per legislation		per application	No
Planning & Amenity	Planning	The fee for an application for any combination of the classes of application outlined above is the sum arrived at by adding the highest of the fees which would have applied if separate applications had been made plus 50% of each of the other fees which would have applied if separate applications had been made.		No	as per legislation	as per legislation		per application	No
Planning & Amenity	Planning	Application to amend the planning scheme	Stage 1	No	as per legislation	as per legislation		as per legislation	Yes

Department	Business Unit	Fee name	Fee - sub component	GST?	Adopted 2021/22 Fee	Proposed 2022/23 Fees	\$ Change	Unit of measure	Regulated?
Planning & Amenity	Planning	Application to amend the planning scheme	Stage 2	No	as per legislation	as per legislation		as per legislation	Yes
Planning & Amenity	Planning	Application to amend the planning scheme	Stage 3	No	as per legislation	as per legislation		as per legislation	Yes
Planning & Amenity	Planning	Application to amend the planning scheme	Stage 4	No	as per legislation	as per legislation		as per legislation	Yes
Planning & Amenity	Roadside Trading	Commercial participant – events		No	\$67.00	\$68.50	\$1.50	per event	No
Planning & Amenity	Roadside Trading	Business premises – footpath trading		No	\$155.50	\$159.00	\$3.50	per annum	No
Planning & Amenity	Roadside Trading	Approved site location – annual		No	\$239.50	\$245.00	\$5.50	Per annum	No
Planning & Amenity	Roadside Trading	Horse drawn vehicle / motorcycle tour operator		No	\$155.50	\$159.00	\$3.50	per year	No
Planning & Amenity	Roadside Trading	Advertising sign		No	\$73.00	\$74.50	\$1.50	per sign	No
Planning & Amenity	Roadside Trading	Busking (adult)	Commercial	No	\$32.50	\$33.00	\$0.50	per year	No
Planning & Amenity	Streets & Roads	Outdoor eating facility – footpath dining		No	\$155.50	\$159.00	\$3.50	per annum	No
Planning & Amenity	Subdivision	Certification of a plan of subdivision	Fixed	No	as per legislation	as per legislation		per subdivision	Yes
Planning & Amenity	Subdivision	Supervision of works		No	as per legislation	as per legislation		as per legislation	Yes
Planning & Amenity	Subdivision	Checking engineering plans		No	as per legislation	as per legislation		as per legislation	Yes
Planning & Amenity	Subdivision	Public open space contributions		No	<= 5.0%	<= 5.0%		subdivision value	Yes

In Attendance

COMMITTEE MEMBERS

Gerard Moore, Chair

Craig Covich

Julie Guest

Mayor, Cr Sarah Nicholas

Cr Charlie Vincent

OFFICERS

Charlie Bird, Chief Executive Officer

Helen Havercroft, Director Corporate Performance

Will Jeremy, Director Assets

Dena Vlekkert, Manager Corporate

Kirsten McDonald, Health, Safety and Risk Officer

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

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

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

2. Welcome and Congratulations

The Alpine Shire Council Audit and Risk Committee welcomed new Director Corporate Performance, Helen Havercroft, and congratulated Councillor Sarah Nicholas on her recent election to Mayor.

3. Apologies

Jason Young

4. Declarations by Committee members of conflict of interest

Nil

5. Confirmation of minutes

5.1 AUDIT AND RISK COMMITTEE MEETING NO. 2021/22-2, 7 SEPTEMBER 2021

Cr S Nicholas

J Guest

The Audit and Risk Committee confirmed the minutes of its Meeting No.2021/22-2 held on 7 September 2021.

Carried

5.2 BUSINESS ARISING FROM PREVIOUS MEETING MINUTES

Nil

6. Standing items

6.1 PROGRESS OF AUDIT AND RISK COMMITTEE ACTIONS

Introduction

The Audit and Risk Committee Action Sheet is a register of all 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.

The Audit and Risk Committee noted the progress of outstanding actions.

ACTIONS

- *Review risk register having regard to the impact of climate change on Council's objectives and identified risks*
- *Update the Committee on management of road assets including Road Management Plan and Road Register*
- *Circulate copy of current Internal Audit Plan to Committee*
- *Review Internal Audit Plan and link to risk register.*

7. Reports by officers

7.1 MOMENTUM ONE SHARED SERVICES

Introduction

The purpose of the report is to provide the Audit and Risk Committee with MomentumOne Shared Services' Annual Financial Report for 2019/20 as well as information on recent developments in relation to the status of the company.

C Covich

J Guest

The Audit and Risk Committee noted MomentumOne Shared Services':

- 1. Annual Financial Report 2019/20 and the Victorian Auditor General's Independence Declaration.*
- 2. Board's decision to cease provision of labour hire and technology solutions by 31 October 2021 and place the business into dormancy.*

Carried

ACTIONS

- Circulate MomentumOne Annual Financial Report 2020/21 to the Committee when available and notify the Committee of any material changes.*

Background

MomentumOne Shared Services (MomentumOne) was established by Alpine Shire Council and Towong Shire Council in 2015 to deliver the benefits of shared services to local government through its labour hire and technology solution. Since this time, MomentumOne has placed over 530 team members with eight partner councils. While MomentumOne has specialised in workforce solutions for seasonal pools, it has also placed cleaning and waste management staff with its partner councils, as well as provided employment management services for Council's Working for Victoria program.

MomentumOne was established as an innovative response to the challenges faced by small rural councils, including limited financial resources, lean organisational structures, complex legacy administrative systems and limited opportunities to reduce costs through economies of scale or by outsourcing to a competitive private sector. Over the last six years, MomentumOne's solution has reduced service delivery costs for Council by more than \$0.5m, while also reducing the administrative overheads associated with recruitment, onboarding, and ongoing employment management services.

Report

Annual financial report

As a wholly owned subsidiary of Alpine Shire Council and Towong Shire Council, annual audits are undertaken by an external auditor on behalf of the Victorian Auditor General's Office. MomentumOne's Annual Financial Report 2019/20 and the Victorian Auditor General's Independence Declaration are detailed in Attachments 7.1.1 and 7.1.2.

Status of company

While MomentumOne has been able to viably provide its services to date, several factors have emerged over time that have an influence on its future viability, including fixed business costs, internal resourcing, business scale and changes to industrial instruments. A review of its position to continue providing labour hire and technology solutions was undertaken by the Board early in 2021 and the decision was made to cease operations. Its final contract concluded 31 October 2021.

Activities are now underway to finalise its operations and ensure that both the Company and Council can continue to meet their obligations.

Financial and resource implications

While its continuing operation is not viable, MomentumOne has achieved positive financial results over the past five financial years and has also reduced service delivery costs for Council as well as its other local government partners.

MomentumOne's Board recently made the decision to distribute dividends totalling \$90,000 to Alpine and Towong which will be distributed in accordance with profit share provisions contained in the Shareholders Agreement.

Risk management

Risk	Likelihood	Impact	Rating	Mitigation Action / Control
Retained earnings are spent on maintaining business dormancy status	Possible	Moderate	Medium	<ul style="list-style-type: none"> Review dormancy decision annually at MomentumOne Board Meeting
Insurance claims post operation	Rare	Moderate	Low	<ul style="list-style-type: none"> Coverage by Council insurance policies

Policy implication

The report aligns with the following Strategic Objective of the Council Plan 2021-2025:

- 5.2 A responsible, transparent and responsive organisation

Conclusion

MomentumOne has provided cost-effective and efficient services to both Council as well as its other local government partners over the past six years, fulfilling its objective to deliver the benefits of shared services to local government. The decision to cease its operations is prudent given the review undertaken earlier this year.

Declaration of conflict of interest

Under Section 130 of the *Local Government Act 2020*, the following officers declare that they have no interests to disclose in providing this report.

- Chief Executive Officer

7.2 LEGISLATIVE DELIVERABLES – IMPLEMENTATION UPDATE

Introduction

The *Local Government Act 2020* (LGA 2020) received Royal Assent on 24 March 2020 and is replacing the *Local Government Act 1989* (LGA 1989) in stages over an 18-month period.

In addition to the LGA 2020 the *Gender Equality Act 2020* (GEA 2020) commenced on 31 March 2021 and applies to the Victorian public sector, universities, and local councils.

The purpose of this report is to update the Committee on Council's progress in implementing the requirements of both the LGA 2020 and GEA 2020.

The Audit and Risk Committee noted Council's progress in implementing the requirements of the Local Government Act 2020 and the Gender Equality Act 2020.

Background

Local Government Act 2020

Deliverables completed to 19 November 2021

Sec #	Deliverable	Community Engagement Required	Due date	Date adopted by Council / CEO
s139	Councillor Code of Conduct	No	28/02/21	23/02/21
s55	Community Engagement Policy	As per Engagement Policy	01/03/21	23/02/21
s138	Councillor Gift Policy	No	30/04/21	06/04/21
s32	Councillor Induction Training	No		17/05/21
s94	Annual Budget	As per Engagement Policy	30/06/21	15/06/21
s93	Revenue and Rating Plan	As per Engagement Policy	30/06/21	15/06/21
s98	Annual Report Note s329(7) of the LGA 2020 which states that the 2020/21 AR must be prepared under LGA 1989)	No	31/10/21	5/10/21
s88	Community Vision	Deliberative Engagement	31/10/21	5/10/21

Sec #	Deliverable	Community Engagement Required	Due date	Date adopted by Council / CEO
s90	Council Plan	Deliberative Engagement	31/10/21	5/10/21
s91	Financial Plan	Deliberative Engagement	31/10/21	5/10/21
s107	Complaints Policy	No	31/12/21	9/11/21

Deliverables to 31 December 2021

Sec #	Deliverable	Community Engagement Required	Due date	Target date for adoption by Council / CEO
s45	CEO employment and remuneration policy	No	31/12/21	14/12/21
s46	Workforce plan	Leadership Team only	31/12/21	31/12/21
s48	Members of Council staff - recruitment policy	Only if major changes	31/12/21	24/12/21
s49	Code of conduct for members of Council staff (incl gift policy)	Only if major changes	31/12/21	24/12/21
s108	Procurement Policy	No	31/12/21	14/12/21
s102	Financial policies	No	31/12/21	24/12/21

Deliverables to 30 June 2022

Sec #	Deliverable	Community Engagement Required	Due date	Target date for adoption by Council / CEO
s92	Asset plan	Engagement	30/06/22	07/06/22

Gender Equality Act 2020

The GEA 2020 requires Council to promote gender equality in the workplace and consider gender equality when developing policies and programs and delivering services to the public.

Specific requirements include:

GEA 2020 Requirement	Actions	Due Date	Status
Workplace Gender Audit	Undertake Audit based on data as at 30 June 2021	01/12/21	Completed
	Submit Audit data to Public Sector Gender Equality Commissioner	01/12/21	In progress
Gender Equality Action Plan (GEAP)	Develop plan, consult with staff councillors, unions prior to approval and submission to Gender Equality Commissioner	31/03/22	In progress

The GEA 2020 requirements for a Gender Equality Action Plan are in addition to the Workforce Plan (WFP) required by the *Local Government Act 2020*, which is due 31 December 2021. Both the GEAP and WFP operate over a four-year span, so will need to be renewed every four years.

Ongoing, Council will have reporting obligations to the Gender Equality Commissioner every 2 years, in relation to gender impact assessments undertaken, as well as steps taken towards the strategies / initiatives in the GEAP.

Risk management

Risk	Likelihood	Impact	Rating	Mitigation Action / Control
Failure to deliver Act requirements by due dates	Unlikely	Minor	Low	<ul style="list-style-type: none"> LGA 2020 action plan with target Council meeting dates and engagement requirement monitored by Executive Actions allocated to an officer responsible for implementation

Policy implication

The report aligns with the following Strategic Objective of the Council Plan 2021-2025:

- 5.2 A responsible, transparent and responsive organisation

Conclusion

The implementation of LGA 2020 represents a significant focus area for Council and particularly the Corporate Department, over the past 18 months with Council having met all its obligations. The LGA 2020 focus over the coming months to 30 June 2022 will be on development and approval of required Asset Plans.

The ongoing focus on implementation of the GEA 2020 requirements will be on developing a Gender Equality Action Plan by the end of March 2022 and implementing gender impact assessments.

Declaration of conflict of interest

Under Section 130 of the *Local Government Act 2020*, the following officers declare that they have no interests to disclose in providing this report.

- Manager Corporate
- Governance Officer

8. For information only

8.1 2021/22 QUARTER 1 FINANCE REPORT

The Committee received the 2021/22 Quarter 1 Finance Report

ACTIONS

- ***Provide the Committee with a report on large capital projects that span multiple financial years***

8.2 2021/22 QUARTER 1 PERFORMANCE REPORT

A Quarter 1 performance report has not been prepared as a result of the adoption of Council's new Community Vision and Council Plan.

The 2017/2021 Plan ended on 30 June 2021 and in line with the timeframes in the *Local Government Act 2020*, the new Community Vision 2040 and Council Plan 2021-2025 was adopted in October 2021. The reporting framework for the new Council Plan is currently being established.

A six-monthly Performance Report will be presented to the February 2022 Audit and Risk Committee Meeting covering 2021/22 quarters 1 and 2 with subsequent reports reverting to the quarterly format.

8.3 2021/22 QUARTER 1 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.

The random sample testing is based on an even spread of purchases across all departments (14 in total) and spend thresholds as documented in the Procurement Policy. The sample excludes purchases under \$1,000, mandated services, utility services, credit cards, councillor expenses, levies payable to and money collected on behalf of other entities.

8.4 2021/22 QUARTER 1 CEO AND MAYOR 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.

There have been no CEO credit card purchases during Quarter 1 2021/22 and the Mayor during Quarter 1, Cr John Forsyth, had chosen not to have a credit card. The new mayor, Cr Sarah Nicholas, has also chosen not to have a credit card.

8.5 2021/22 QUARTER 1 COUNCILLOR EXPENSES

Section 40 of the *Local Government Act 2020* requires Council to reimburse Councillors for out-of-pocket expenses which the Council is satisfied:

- a. are bona fide expenses; and

- b. have been reasonably incurred in the performance of the role of Councillor; and
- c. 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.

8.6 2021/22 QUARTER 1 HEALTH AND SAFETY REPORT

The Committee received the 2021/22 Quarter 1 Health and Safety Report.

8.7 RISK REPORT

Operational Risks

The continuing risk focus has been on the documentation of operational health and safety risk registers covering key risk areas including:

- construction
- maintenance
- emergencies
- project development
- libraries and library hub

Development of these registers is continuing in other risk areas including transfer stations.

Further risk identification and implementation of mitigation measures is provided through scheduled quarterly inspections of Council's workplaces. Fourteen workplaces were inspected during Quarter 1.

Strategic Risks

Council adopted its Community Vision 2040 and Council Plan 2021-25 establishing its strategic objectives in October 2021. Having established its objectives for this period Council now needs to review and realign its strategic risk register with the new Council Plan objectives. This will be completed and reported to the February 2022 Audit and Risk Committee Meeting.

8.8 POLICY REGISTER 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.

8.9 ASSET MANAGEMENT DOCUMENT TRACKER REPORT

The Asset Management Document Tracker is reported to the Audit and Risk Committee to provide continuing assurance that Council is progressing the review of key asset management actions.

8.10 INSURANCE UPDATE

Verbal update provided.

8.11 VAGO FINAL MANAGEMENT LETTER 30 JUNE 2021

The Committee received the VAGO Final Management Letter 2020/21.

9. General business

9.1 2022 MEETING SCHEDULE

The Committee confirmed its meeting dates for 2022:

- Friday 18 February
- Friday 20 May
- Friday 22 July
- tentatively Friday 2 September or Tuesday 6 September – to be confirmed to align with external audit of 2021/22 financial and performance reports
- Friday 25 November

10. Next meeting

The next meeting of the Audit and Risk Committee is scheduled to be held on Friday 18 February 2022.

There being no further business, the Chair declared the meeting closed at 11.05am.

In Attendance

COMMITTEE MEMBERS

Gerard Moore, Chair

Craig Covich

Jason Young

Julie Guest

Cr Sarah Nicholas, Mayor

Cr Simon Kelley

COUNCILLORS

Cr John Forsyth

OFFICERS

Charlie Bird, Chief Executive Officer

Helen Havercroft, Director Corporate Performance

Will Jeremy, Director Assets

Dena Vlekkert, Manager Corporate

Kirsten McDonald, Health, Safety and Risk Officer

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

Alpine Shire Council acknowledges the Traditional Owners of the land we are now on, we pay our respects to Elders, past and present

2. Welcome

The Alpine Shire Council Audit and Risk Committee welcomed Councillor Simon Kelley and thanked Dena Vlekkert, Manager Corporate for her service to the Committee noting this would be her last meeting.

3. Apologies

Nil

4. Declarations by Committee members of conflict of interest

Nil

5. Confirmation of minutes

5.1 AUDIT AND RISK COMMITTEE MEETING NO. 2021/22-3, 26 NOVEMBER 2021

C Covich

J Guest

The Audit and Risk Committee confirmed the minutes of its Meeting No.2021/22-3 held on 26 November 2021.

Carried

5.2 BUSINESS ARISING FROM PREVIOUS MEETING MINUTES

Nil

6. Standing items

6.1 PROGRESS OF AUDIT AND RISK COMMITTEE ACTIONS

Introduction

The Audit and Risk Committee action sheet is a register of all Audit and Risk 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.

The Audit and Risk Committee noted the progress of outstanding actions.

ACTIONS

- *Establish due date for item 18/06-01.03 monitoring and reporting on economic development strategy outcomes*
- *Review data for manual handling and soft tissue injuries to identify any patterns and consider monitoring program post training to establish staff are using best practice techniques.*

7. Reports by officers

7.1 MANAGEMENT OF ROAD ASSETS

Introduction

The purpose of this report is to update the Committee on the management of road assets including the Road Management Plan and Road Register

The Audit and Risk Committee noted the information contained in this report in relation to the management of Council's road assets.

ACTIONS

- *Provide a report to the Committee on the operational obligations of the Road Management Plan*
- *Confirm whether there is a requirement for Council to report back to VAGO on its implementation of the recommendations in VAGO's Maintaining Local Roads report.*

Background

The key legislation relating to management of public roads by Council is the Road Management Act 2004 (The Act).

Council is legislated under the Act to keep a Register of Public Roads (the Register) specifying the public roads in respect of which it is the coordinating road authority and where it has made a decision that the road is 'reasonably required for general public use'. Council's Register can be viewed at the following link:

<http://maps.alpineshire.vic.gov.au/roadregister/roadregister.html>

Under the Act, the making of a road management plan is voluntary, however within the local government sector this approach is considered best practice. The purpose of a road management plan is stated in the Act as being:

1. To establish a management system for the road management functions of a road authority which is based on policy and operational objectives and available resources; and
2. To set the relevant standard in relation to the discharge of duties in the performance of those road management functions.

Council has established and maintains a road management plan, which can be viewed at the following link:

https://www.alpineshire.vic.gov.au/sites/default/files/resources/ASC-Road-Management-Plan_2.pdf

Council is legislated to complete a review of its road management plan by 30 June in the year following a general election. Version 5 of the Road Management Plan was adopted by Council in May 2021. The next legislated review must be completed by 30 June 2025.

Report

The Register of Public Roads has evolved over time in a way which has resulted in inconsistencies, where some roads are included, but others which provide a similar or higher level of service to our community are excluded. As a result, the level of service we are providing is also inconsistent. This is particularly the case in rural areas.

A review of the Register is underway to address these inconsistencies and, where appropriate, to apply a consistent level of service at similar points on the municipal road network.

The proposed update to the Register, together with the associated revision to the Road Management Plan, will be presented to Council for adoption prior to a public exhibition period.

Financial and resource implications

Calculation of the amount of the Financial Assistance Grant takes into consideration the length of the declared municipal road network. Changes to the length of the declared road network can therefore impact on the grant received by Council.

Changing the levels of service will result in an impact on maintenance team resourcing and costs.

Council will be briefed on the financial and resource implications of any proposed changes to the Register and Road Management Plan.

Risk management

Risk	Likelihood	Impact	Level / Rating	Mitigation Action / Control
Reputation	Possible	Minor	Medium D3	<ul style="list-style-type: none"> Review of Register of Public Roads and Road management Plan to address inconsistent levels of service provision

Policy implication

The report aligns with the following Strategic Objective of the Council Plan 2021-2025:

- 4.5 Assets for our current and future needs

Conclusion

Council maintains a Register of Public Roads and a Road Management Plan. Both of these documents are available to the public through Council's website. Council Officers are currently undertaking a review of the Register of Public Roads in order to address inconsistencies with the levels of service which are being provided, particularly in rural areas.

Declaration of conflict of interest

Under Section 130 of the *Local Government Act 2020*, the following officers declare that they have no interests to disclose in providing this report.

- Director Assets

Attachment(s)

Nil

7.2 RISK REVIEW

Introduction

The purpose of the report is to provide the Audit and Risk Committee with an update on the review of Council's Risk Management Policy No. 54, Governance and Risk Framework and risk register.

C Covich

G Moore

The Audit and Risk Committee:

- 1. Noted the review of Council's key risk documents and planned program of works.*
- 2. Endorsed in principle the draft Governance and Risk Framework V1.1 and Risk Management Policy 4.1 for finalisation and Council approval.*

Carried

ACTIONS

- Update draft risk matrix action for extreme risk level to swap order of "cease" and "do not commence"*
- Review and update draft risk appetite to ensure aligned with Council's current approach*
- Update Risk Policy at section 3.2 to include strategic direction/plans and at section 4 Roles and Responsibilities to include the Audit and Risk Committee against the responsibility of "Development/Review".*

Legislative Context

Sections 9, 89, and 101 of the *Local Government Act 2020* (the Act) variably require Council to identify, address, monitor, and manage risks including financial and climate change risks.

The *Local Government (Planning and Reporting) Regulations 2020* (the Regulations) require Council to have in place:

- Risk policy
- Risk management framework
- Risk reports

Background

The current Risk Management Policy was adopted by Council in December 2019 and scheduled for review in late 2021.

The Governance and Risk Framework was also endorsed by the Council in December 2019 and while not scheduled for a review it was considered timely given the policy review and the new Act and Regulations.

Report

Policy review

The content of the policy has been reviewed for compliance with the new Act and Regulations.

The intent and scope of the policy remain unchanged. Minor language and typographical corrections have been made and references and roles updated.

The key change is in relation to the description of Council's risk appetite with the detail duplicated in the Governance and Risk Framework removed.

The policy has been transferred to Council's new policy template.

Framework review

The review of the Framework has been more detailed with the document recognising the Community Vision and Council Plan and restructured to clearly address the three key elements of the Framework: Governance, Risk and Compliance.

1. Governance

The two governance related tables within the framework have been combined to reduce confusion and duplication and been:

- restructured into 5 elements: strategic direction, management and oversight, decision making, accountability, and culture
- updated to include new legislative requirements including *Local Government Act 2020* and *Gender Equality Act 2020*
- updated to reflect current governance practices

2. Risk

The Risk section of the Framework has been updated to:

- include context from the *Local Government Act 2020*
- reference the Risk Management Policy
- include a risk management process derived from the Standard - AS ISO 31000:2018 Risk Management – Guidelines

3. Compliance

The Compliance section has been updated to recognise the legal and authorising environment within which Council operates and the Compliance table for the Local Government Act has been:

- updated to capture the new Act requirements
- simplified with the removal of operational content.

Risk Matrix Review

Council's risk assessment matrix was reviewed as part of the review of the Health and Safety Management System which recommended the following changes:

- replacing the impact term "catastrophic" with severe or extreme
- introducing ranking of likelihood (1-5) and impact (A-E) with a resultant risk rating or score within the risk levels – A1 to E5

- reducing the risk level for Likelihood-Almost Certain Impact-Major from Extreme to Major
- reducing the risk level for Likelihood-Almost Certain Impact-Minor from High to Medium
- increasing the risk level for Likelihood-Rare Impact-Moderate from Low to Medium

Register review

Managers and executive have reviewed the current risk register. Key risks are outlined in Attachment 7.2.4

2022 - 2023 Further Work

The risk management review has identified that further, more detailed work is required:

Governance and Risk Framework	<ul style="list-style-type: none"> • Include other legislative compliance obligations
Risk Matrix	<ul style="list-style-type: none"> • Update all Council documents that reference or use the risk matrix to ensure use of the updated matrix for consistency
Risk Register	<ul style="list-style-type: none"> • Restructure – all risks combined rather than separated by department • Update matrix • Include Council Plan objective alignment • Critically review risks captured to ensure the right risks are captured • Review risk owners and allocate accordingly

Risk management

Risk	Likelihood	Impact	Level / Rating	Mitigation Action / Control
Failure to deliver Act and Regulation requirements	Unlikely	Minor	Low D4	<ul style="list-style-type: none"> • Actions allocated to an officer responsible for implementation

Policy implication

The report aligns with the following Strategic Objective of the Council Plan 2021-2025:

- 5.2 A responsible, transparent and responsive organisation

Conclusion

The risk management review is well advanced with a draft updated Risk Management Policy and Governance and Risk Framework prepared for consideration by Council. The review however has identified that further work is required over the next 12 to 18 months particularly with regard to the risk register and ensuring that all Council risk related documents are updated.

Declaration of conflict of interest

Under Section 130 of the *Local Government Act 2020*, the following officers declare that they have no interests to disclose in providing this report.

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

8. For information only

8.1 2021/22 QUARTER 2 BUDGET REPORT

Section 54(2)(b) of the *Local Government Act 2020* requires the Audit and Risk Committee to monitor Council's financial reporting. This includes the quarterly budget report presented by the CEO to Council under section 97 of the Act.

The Manager Corporate provided the Committee with an overview of the 2022/23 budget process and timing.

ACTIONS

- ***Review reporting of Capital Works income, expenditure, and variations to budget***

8.2 2021/22 QUARTER 1 AND 2 PERFORMANCE REPORT

Section 54(2)(b) of the *Local Government Act 2020* requires the Audit and Risk Committee to monitor Council's performance reporting.

A 2021/22 Quarter 1 performance report was not prepared as a result of the adoption of Council's new Council Plan in October 2021. The reporting framework for the new Council Plan has now been established and a six-monthly Performance Report covering is presented to the Committee. Future reports will revert to the quarterly format.

8.3 2021/22 QUARTER 2 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.

The random sample testing is based on an even spread of purchases across all departments (14 in total) and spend thresholds as documented in the Procurement Policy. The sample excludes purchases under \$1,000, mandated services, utility services, credit cards, councillor expenses, levies payable to and money collected on behalf of other entities.

8.4 2021/22 QUARTER 2 CEO AND MAYOR 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.

There have been no CEO credit card purchases during Quarter 1 2021/22 and the Mayor during Quarter 1, Cr John Forsyth, had chosen not to have a credit card. The new mayor, Cr Sarah Nicholas, has also chosen not to have a credit card.

8.5 2021/22 QUARTER 2 COUNCILLOR EXPENSES

Section 40 of the *Local Government Act 2020* requires Council to reimburse Councillors for out-of-pocket expenses which the Council is satisfied:

- a. are bona fide expenses; and
- b. have been reasonably incurred in the performance of the role of Councillor; and
- c. 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.

8.6 2021/22 QUARTER 2 HEALTH AND SAFETY REPORT

ACTIONS

- *Update the Committee on Lost Time Injuries*

8.7 POLICY REGISTER 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.

8.8 ASSET MANAGEMENT DOCUMENT TRACKER REPORT

The Asset Management Document Tracker is reported to the Audit and Risk Committee to provide continuing assurance that Council is progressing the review of key asset management actions.

8.9 INSURANCE UPDATE

The Health, Safety, and Risk Officer provided a verbal update on the 2022/23 insurance renewal program, timing, and indicative premium percentage increases.

9. General business

9.1 ORGANISATIONAL RESOURCING UPDATE

The CEO updated the Committee on the resignation of three managers. Manager Corporate, Manager Technology and Transformation, and Manager Facilities and advised that there will be reduced capacity after 18 March 2022 requiring critical prioritisation of services, programs, and project delivery.

9.2 MOMENTUM ONE

The Committee requested and received confirmation that MomentumOne employee entitlements had been paid out on the cessation of the provision of labour hire and technology solutions when the business was placed into dormancy.

9.3 INTERNAL AUDIT PLAN

The Committee sought and received clarification on who undertook audits identified in the Internal Audit Plan with the use of an external provider to undertake "Internal Audits" and Council undertaking "Ongoing Regular Audits".

10. Next meeting

The next meeting of the Audit and Risk Committee is scheduled to be held on 20 May 2021 at 9.00am for members and 9.15am for management.

There being no further business, the Chair declared the meeting closed at 12.00pm.

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: 22 February 2022
Location: Bright Committee Room & MS Teams - online
Start Time: 1.00pm
Finish Time: 5.15pm
Chairperson: Charlie Bird, Chief Executive Officer

Councillor and staff attendees:

Name	Position	Name	Position
Cr Sarah Nicholas	Mayor	Charlie Bird	Chief Executive Officer
Cr Katarina Hughes	Deputy Mayor	Will Jeremy	Director Assets
Cr John Forsyth	Councillor	Helen Havercroft	Director Corporate Performance
Cr Ron Janas	Councillor		
Cr Tony Keeble	Councillor		
Cr Simon Kelley	Councillor		
Cr Kelli Prime	Councillor		

Councillor and staff apologies:

Name	Position

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
Councillor only time
Acknowledgement of Traditional Owners
Community Panel Engagement
Sport and Active Recreation Plan
Enabling Tourism Fund Opportunities
Great Valley Trail Update
Proposed Speed Limit Changes in Mount Beauty and Tawonga South
Myrtleford Visitor Information Centre
Bright River Pool Incidents
Collaborative Procurement Regional Waste Services MoU
Long Term Financial Plan
Local Government Performance Reporting Framework Results 2020/21
P2021.241 - 1377 Yackandandah-Dederang Road, Dederang
Ordinary Council Meeting Agenda Review
General Business



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: Planning Objectors Forum for Planning Application
P.2021.142 – 19 Tawonga Crescent, Mount Beauty

Date: Thursday, 24 February 2022

Location: Online (Zoom) and Bright Council Office

Start Time: 12pm (noon)

Finish Time: 1:10pm

Chairperson: Sam Porter – Planning Coordinator

Councillor and staff attendees:

Name	Position	Name	Position
Cr Sarah Nicholas	Mayor	Sam Porter	Planning Coordinator
Cr Katarina Hughes	Deputy Mayor	James Trimble	Planning Officer
Cr Tony Keeble	Councillor	Belinda McLaughlin	Engineering Coordinator
Cr Kelli Prime	Councillor	Anup Lamichhane	Civil Development Engineer
		Helen Havercroft	Director Cooperate Performance

Councillor and staff apologies:

Name	Position	Name	Position
Cr Ron Janas	Councillor	Cr Simon Kelly	Councillor

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.

None

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

None

3. Items discussed

A list of items discussed at the meeting must be included here.

Item
Planning Objectors Forum, to discuss submissions received on a planning application for Buildings and Works in association with a Golf Course (Clubhouse redevelopment and shedding) and Use and Buildings and Works for a Place of Assembly at 19 Tawonga Crescent, Mount Beauty.

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: 1 March 2022
Location: MS Teams - online
Councillor & CEO 1.30pm
Start Time: 2.30pm
Finish Time: 4.45pm
Chairperson: Charlie Bird, Chief Executive Officer

Councillor and staff attendees:

Name	Position	Name	Position
Cr Sarah Nicholas	Mayor	Charlie Bird	Chief Executive Officer
Cr Katarina Hughes	Deputy Mayor	Will Jeremy	Director Assets
Cr John Forsyth	Councillor	Helen Havercroft	Director Corporate Performance
Cr Ron Janas	Councillor		
Cr Tony Keeble	Councillor		
Cr Simon Kelley	Councillor		
Cr Kelli Prime	Councillor		

Councillor and staff apologies:

Name	Position

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.

Cr Simon Kelley declared a conflict of interest to the external presentation from North East Water Raw Water regarding the Offtake Proposal.

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

Cr Simon Kelley declared a conflict of interest to the external presentation from North East Water Raw Water regarding the Offtake Proposal.

3. Items

Item
Councillor only time
Councillor and CEO – KPI Session
Acknowledgement of Traditional Owners
North East Water Raw Water Offtake Proposal
Land Development Strategy
Bright Western Gateway Update
Destination Collective
Ordinary Council Meeting Agenda Review
General Business
Planning Stats



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:	15 March 2022
Location:	Bright Committee Room
Councillor only	1.30pm
Briefing Session:	2.00pm
Finish Time:	5.30pm
Chairperson:	Will Jeremy, A/Chief Executive Officer

Councillor and staff attendees:

Name	Position	Name	Position
Cr Sarah Nicholas	Mayor	Will Jeremy	A/Chief Executive Officer
Cr Katarina Hughes	Deputy Mayor	Helen Havercroft	Director Corporate Performance
Cr John Forsyth	Councillor		
Cr Simon Kelley	Councillor		

Councillor and staff apologies:

Name	Position
Cr Kelli Prime	Councillor
Cr Tony Keeble	Councillor
Cr Ron Janas	Councillor
Charlie Bird	Chief Executive Officer

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.

Cr Sarah Nicholas declared a conflict of interest with respect to planning application no P21.183 117 Centenary Avenue, Wandiligong.

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

Cr Sarah Nicholas declared a conflict of interest with respect to planning application no P21.183 117 Centenary Avenue, Wandiligong.

3. Items

Item
Councillor only time
Acknowledgement of Traditional Owners
Budget – Waste Charges
Porepunkah Caravan Park Committee of Management
Bright River Pool Slide Replacement
P21.138 29-35 Station Street, Porepunkah
P21.183 117 Centenary Avenue, Wandiligong
Gender Equality Action Plan
Asset Plan
Housing Projects Update
White Fleet Replacement
General Business

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:	22 March 2022
Location:	Bright Committee Room
Councillor only	1.30pm
Briefing Session:	2.00pm
Finish Time:	5.30pm
Chairperson:	Charlie Bird, Chief Executive Officer

Councillor and staff attendees:

Name	Position	Name	Position
Cr Sarah Nicholas	Mayor	Charlie Bird	Chief Executive Officer
Cr John Forsyth	Councillor	Will Jeremy	Director Assets
Cr Ron Janas	Councillor		
Cr Simon Kelley	Councillor		
Cr Tony Keeble	Councillor		
Cr Kelli Prime	Councillor		

Councillor and staff apologies:

Name	Position
Cr Katarina Hughes	Deputy Mayor
Helen Havercroft	Director Corporate Performance

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.

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

3. Items discussed

A list of items discussed at the meeting must be included here.

Item
Councillor only time
Acknowledgement of Traditional Owners
244-252 Kiewa Valley Hwy Tawonga South Masterplan
Land Development Strategy
Barwidgee Trader
Budget – Fees & Charges
Councillor Allowances - VIR Tribunal Review
Energy Efficient Streetlight Contract Award to supply hardware
Tawonga Hall and Alpine Better Places Update
Communication Services Award
Feedback on GEAP and Asset Plan
General Business

We the undersigned, request Alpine Shire Council install a path along Mummery Road, Myrtleford from the existing footpath at the corner of Bird Ave and Mummery Road up to Tarrengower Court.

We believe this needs to be completed as a matter of priority to ensure pedestrians, particularly school children can safely walk up and down this road to school.

PETITION

To the Mayor, Councillors and Staff of the Alpine Shire Council.

This petition is presented to Alpine Shire Council by personal Mummery Road, Myrtleford on behalf a group of residents and users of Mummery Road, Myrtleford, Victoria, 3737.

Action petitioned for:

We the undersigned, request Alpine Shire Council install a path along Mummery Road, Myrtleford from the existing footpath at the corner of Bird Ave and Mummery Road up to Tarrengower Court.

Petition Summary and Background:

We believe this needs to be completed as a matter of priority to ensure pedestrians, particularly school children can safely walk up and down this road to school.

Below are the current safety issues for this section of road:

- Narrow road with no kerb or shoulder
- Trees right up to edge of road
- 60km speed limit
- Blind corners
- Increased number of vehicles, pedestrians, and bike users

Supporting arguments for council budget to allocate money to address issues:

- The number of residents living and using Mummery Rd has increased significantly over the last few years with new houses and subdivisions increasing vehicle and pedestrian traffic.
- Mummery Rd also has a high proportion of families with school aged children who should be encouraged to walk or ride to school in line with The Australian Physical Activity Guidelines for children (<https://www.health.gov.au/health-topics/physical-activity-and-exercise/physical-activity-and-exercise-guidelines-for-all-australians/for-children-and-young-people-5-to-17-years>, https://dit.sa.gov.au/data/assets/pdf_file/0004/513508/Walking_riding_or_driving_to_school-what_influences_parents_decision_making-Literature_Review_.pdf). The section on road from Bird Ave up to Tarrengower Court is well within walking or riding distance to both schools (between 1.2 – 2.8km).
- Mummery Road has been used for leisure and recreation in greater numbers over the last 2 years secondary to COVID - walking, trail running and bike riding.
- We understand that HVP will be harvesting trees at the end of Mummery Road at the end of 2023 and into 2024 which will increase traffic on this road of large log trucks and oversize trucks floating machines in and out of this area via Mummery Road.
- This issue was previously raised approximately 2 years ago, and residents were advised that money was allocated in past budgets for this.

We the undersigned, request Alpine Shire Council install a path along Mummery Road, Myrtleford from the existing footpath at the corner of Bird Ave and Mummery Road up to Tarrengower Court.

We believe this needs to be completed as a matter of priority to ensure pedestrians, particularly school children can safely walk up and down this road to school.

Date	Full Name (BLOCK LETTERS)	Residential Address	Signature	I am over 18 years of age
personal information				✓
				✓
				✓
				✓
				✓
				✓
				✓
				✓
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personal
information

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personal information










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personal information				YES ✓
				YES
				YES
				Yes
				YES
				YES
				YES
				Yes
				YES

personal information



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