



Council Agenda



Campaspe
Shire Council

Date: 20 February 2024

Time: 6:00 pm

Venue: Echuca Civic Centre

Photo Left to Right: Cr Tony Marwood (Deputy Mayor), Cr Colleen Gates, Cr Paul Jarman, Cr Daniel Mackrell, Cr Rob Amos (Mayor), Cr Leanne Pentreath, Cr Chrissy Weller, Cr Adrian Weston and Cr John Zobec.

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For a meeting of the Campaspe Shire Council held on Tuesday 20 February 2024, commencing at 6:00 pm at the Council Chambers, Echuca Civic Centre.

Acknowledgement of Country

The Shire of Campaspe is the traditional lands of the Dja Dja Wurrung, Taungurung and Yorta Yorta Peoples.

We respect and acknowledge their unique Aboriginal cultural heritage and pay our respect to their ancestors, descendants and emerging leaders as the Traditional Owners of this Country.

We acknowledge their living culture and their unique role in the life of this region.

Opening Prayer

We pray to almighty God that our decisions as a Council be in the best interest of the people, culture and the environment of the Shire of Campaspe.

Amen

Meeting Procedures

Please ensure that all electronic devices are turned off or switched to silent.

Council meetings are broadcast live via the internet. During the meeting, members of the public may be recorded, particularly those speaking to an item. By attending this meeting, you are consenting to the possibility that your image may also be broadcast to the public. Any personal and health information voluntarily disclosed by any person at Council meetings may be broadcast live, held by Council and made available to the public for later viewing.

Those people who have requested to speak to an item will be allowed five minutes to address Council. Speakers will be notified with a bell when there is 60 seconds remaining. Speakers must only speak in relation to the subject stated on their application and shall not debate the issue with Councillors and officers. Councillors are able to ask questions of the speaker on points of clarification.

Speakers are advised that they do not enjoy any special protection from defamation arising from comments made during their presentation to Council and should refrain from voicing defamatory remarks or personal defamatory statements against any individual. Speakers will be treated with respect when addressing Council. I ask that the same respect is extended to Councillors and officers.

1 Apologies and Requests for Leave of Absence

1.1 Apologies

1.2 Leave of Absence

2 Confirmation of Minutes and Attachments

RECOMMENDATION

That the Minutes of the Campaspe Shire Council Meeting held on Tuesday 12 December 2023 be confirmed.

3 Disclosure of Conflicts of Interest

In accordance with Section 130(1)(a) of the *Local Government Act 2020* Councillors are required to disclose any conflict of interest in respect of a matter to be considered at a Council meeting.

4 Changes to the Order of Business

Once an Agenda has been published on the Council website, the Order of Business for that Council Meeting may only be altered as follows: -

- by the CEO prior to the commencement of the Council Meeting following consultation with the Mayor. Where the alteration occurs after the Agenda has been distributed to the public the alteration must be communicated to the Chair to explain the alteration at the Council Meeting under “changes to Order of Business”; or
- by the Chair during the Council Meeting; or
- by Resolution of the Council during the Council Meeting.

A change to the Order of Business after distribution of the Agenda to the public will be recorded in the Minutes of that Council Meeting.

5 Public Question Time

Question time will be available at a Council Meeting, except for an Unscheduled Meeting, to enable members of the public to address questions to Council.

All questions must: -

- be received in writing on either of the prescribed forms as outlined on Council's website; and
- be received no later than 12:00pm (noon) on the day before the Council Meeting.

Please refer to Council's Governance Rules for further information regarding Public Question Time procedures.

6 Petitions / Joint Letters

7 Acknowledgements / Councillor Reports

At each Ordinary Meeting, Councillors will have the opportunity to: -

- acknowledge significant community members and events. These may relate to notable achievements by community members and groups, and the offering of condolences to a person who has distinguished service in the local area.
- report on any meetings, conferences or events that they have recently attended; or
- report on any matters or progress in relation to a Delegated Committee they are part of.

The duration of any acknowledgement or report from a Councillor will be limited to two (2) minutes.

The CEO must be notified of any acknowledgment or report to be raised by a Councillor at a Council Meeting at least three (3) hours before the commencement of the Council Meeting.

8 Council Decisions

8.1 Responsible Authority Decisions

A Responsible Authority is defined under Section 13 of the *Planning & Environment Act 1987* and is responsible for administering and enforcing the planning scheme and its provisions in relation to use and development.

8.1.1 Planning Decision Monthly Update

| | |
|---------------------------------|--|
| Directorate: | Sustainability |
| Responsible Officer: | Manager Planning & Building |
| Manager: | Manager Planning & Building |
| Attachments: | 1. Copy of Copy of Monthly Councillor Reporting January [8.1.1.1 - 4 pages] |
| Conflict of Interest: | In accordance with section 130 of the Local Government Act 2020, the officer preparing this report declares no conflict of interest regarding this matter. |
| Council Plan Reference: | Not applicable |
| Other Strategic Context: | Not applicable |

1. PURPOSE

The purpose of this report is to provide information on the determined planning applications including other planning decisions as of 31 January 2024.

2. RECOMMENDATION

That Council note the determined planning permit applications and other planning decisions, to 31 January 2024.

3. DISCUSSION

The snapshot provided below outlines the number of applications determined and processing times of determined planning permit applications for the month of January 2024.

- 35 planning permit applications received.
- 24 planning permits determined (including Vicsmart).
- In total 46 planning decisions were processed with the following breakdown;
 - 24 planning permits determined (including 2 VicSmart)

- 7 secondary consents determined.
- 14 condition plans determined.
- 1 extensions of time determined.

The median processing of an application to determination was 22.5 days for the month of January.

The median processing of a VicSmart application to determination was 5.5 days for the month of January.

Campaspe's percentage of applications determined in 60 days (68 percent) is higher than the State average (62.94 percent for January).

With VicSmart applications the State average for January was 77.18 percent, while Campaspe Shire achieved 100 percent for January.

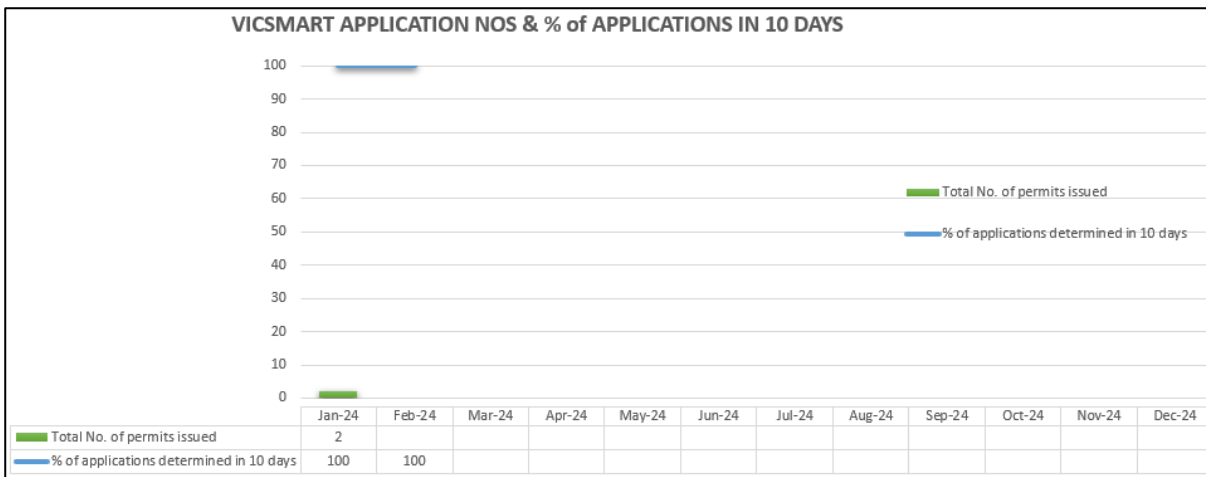
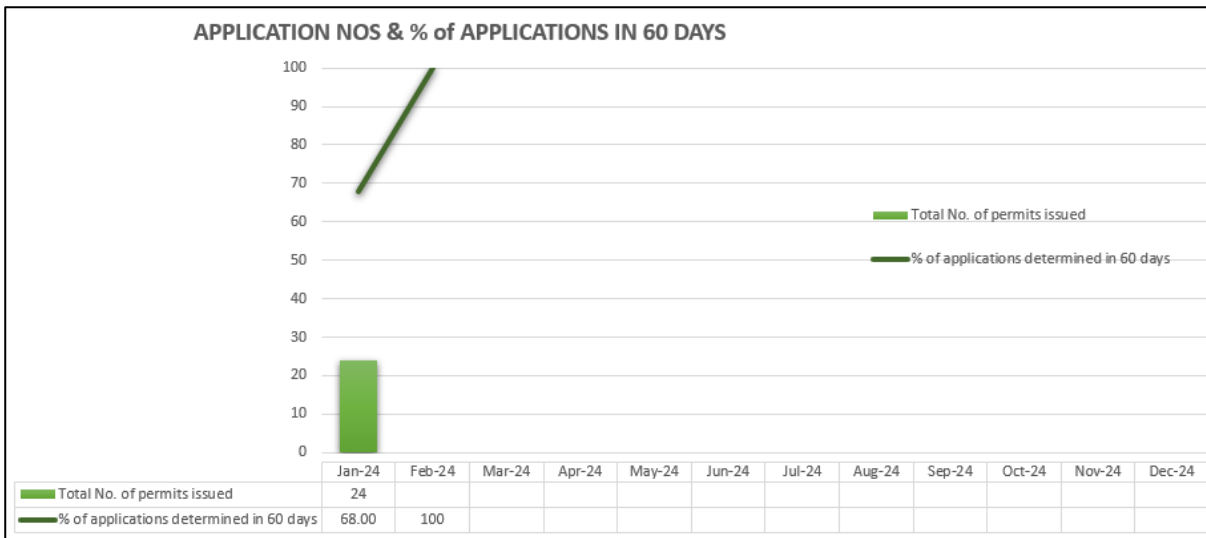
It is noted there has been a drop since the last monthly update in the number of applications determined within 60 days. This has been primarily due to the decision of applications with complex and competing planning matters which have now been resolved.

Officers are working to prioritise, resolve and finalise applications that have been lodged for the longest period. This may result in results in upcoming months to continue to reflect lower than normal applications being determined within the 60 day timeframe as these applications appear in the data however Campaspe Shire has consistently been above the State average in its decision making timeframes.

A monthly update of determined planning applications, including other planning decisions for December 2023 has not been reported as a Council Meeting did not occur in January. It is important to highlight the high results achieved for this month which included:

- 21 planning permit applications received.
- 53 planning permits determined (including Vicsmart).
- In total 72 planning decisions were processed with the following breakdown;
 - 45 planning permits determined (including 8 VicSmart)
 - 13 secondary consents determined.
 - 9 condition plans determined.
 - 5 extensions of time determined.

The number of planning decisions was significantly higher than the previous months in 2023.



It is noted that the statutory timeframe to determine an application within 60 days under the Planning and Environment Act 1987 includes mandated referral authority time and advertising. When reviewing the timeframes, consideration must be applied where the application has requested additional time to resolve matters for an improved outcome, resolving matters with referral authorities or where the additional information sought requires specialised skills.

Planning Applications are prioritised based on their complexity, being:

- P1 Applications – 10 Days (VicSmart, no referrals, exempt from notice)
- P2 Applications – 11 – 45 Days (Referred, advertised, no objections)
- P3 Applications – 46 – 60 Days (Referred, advertised, received objections, consultation)

Planning register

All planning permit applications are available on the planning register to view the progress of the application, check if further information is required, check for public notification and view decisions on applications: online www.campaspe.vic.gov.au/Plan-build/Planning/Planning-register.

Delegate Decisions 01-Jan-2024 to 31-Jan-2024

Monthly Determined

| Application ID | Full Details | Property Address | Stage/Decision |
|----------------|--|--|----------------|
| PLN048/2023.B | (\$ AMENDMENT - Use and development of the land for a Rural Industry and buildings and works (agricultural buildings) in the Farming Zone Schedule 1 and Land Subject to Inundation Overlay and a reduction of carparking requirements pursuant to Clause 52.06 and alteration of access to a Transport Zone 2 | 1278 Day Road TONGALA VIC 3621 | Withdrawn |
| PLN103/2021.A | AMENDMENT - Buildings and works (external alterations and additions and partial demolition) and internally illuminated business identification signage in the Commercial 1 Zone and Heritage Overlay Schedule 203, a reduction of car parking pursuant to Clause 52.06 and alteration to existing red line plan pursuant to Clause 52.27 | 8-22 Gillies Street ROCHESTER VIC 3561 | PmtAmend |
| PLN157/2023 | Buildings and works (Cafe) in association with a Residential Aged Care Facility pursuant to Clause 53.17 | 3-7 Warramunda Drive KYABRAM VIC 3620 | Withdrawn |
| PLN163/2023 | Buildings and works (tree removal) in the Heritage Overlay Schedule 203 | 27 Gillies Street ROCHESTER VIC 3561 | Withdrawn |
| PLN169/2023 | Buildings and works (Additions and alterations) | 1 Pascoe Street ROCHESTER VIC 3561 | Withdrawn |
| PLN184/2023 | Buildings and works (construction of new multipurpose and change room facilities) in the Public Park and Recreation Zone, Public Use Zone Schedule and Bushfire Management Overlay Schedule 1 and removal of native vegetation pursuant to Clause 52.17 | Victoria Park Oval 32 Crofton Street ECHUCA VIC 3564 | PrmIssued |
| PLN187/2023 | Development of the land for two (2) dwellings in the General Residential Zone | 274 Ogilvie Avenue ECHUCA VIC 3564 | PmtNOD |
| PLN196/2023 | Buildings and works (Outbuilding) in the Rural Living Zone and variation of Clause (a) (ii) restriction on PS324986R pursuant to Clause 52.02 | 364 Mary Ann Road ECHUCA VIC 3564 | Refused |
| PLN199/2023 | Buildings and works (Industrial Shed) in the Industrial 1 Zone | 5-9 Malloy Street ROCHESTER VIC 3561 | PrmIssued |
| PLN201/2023 | Subdivision of the land into two lots (dwelling excision) in the Farming Zone Schedule 2 | 294 John Allan Road KYABRAM VIC 3620 | PrmIssued |
| PLN220/2023 | Development of the land for 2 dwellings in the General Residential Zone | 23 Darling Street ECHUCA VIC 3564 | Lapsed |
| PLN222/2023 | Buildings and works (netball changerooms) in the Public Park and Recreation Zone, Environmental Significance Overlay Schedule 1, Land Subject to Inundation Overlay and Bushfire Management Overlay and Native vegetation removal (1 Tree) pursuant to Clause 52.017 | Country Fire Authority Running Track 2/14 Crofton Street ECHUCA VIC 3564 | PrmIssued |
| PLN252/2023 | Buildings and works (Food van) in the Heritage Overlay Schedule HO1 and the Parking Overlay Precinct 1 Schedule PO1 | 561 High Street ECHUCA VIC 3564 | Withdrawn |
| PLN256/2023 | Buildings and works (Depot store and ancillary office) in Industrial 1 Zone ,Design and Development Overlay Schedule 11 and Land Subject to Inundation Overlay and alteration to Transport 2 Zone pursuant to Clause 52.29 , | 75 Mckenzie Road ECHUCA VIC 3564 | PrmIssued |
| PLN272/2023 | Buildings and Works (Extension to dwelling, outbuilding, Carport and swimming pool) in the Rural Activity Zone | 84 Farley Road WHARPARILLA VIC 3564 | PrmIssued |
| PLN278/2023 | Two lot subdivision in the General Residential Zone and Land Subject to Inundation Overlay and Specific Controls Overlay | 391 Allan Street KYABRAM VIC 3620 | Withdrawn |

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|---------------|---|---|-----------|
| PLN281/2023 | Use of the land for a dwelling pursuant to Clause 63.10 and Buildings and works (replacement dwelling) in the Urban Flood way Zone and environmental Significance overlay -Schedule 1 | 42 Goulburn Road ECHUCA VIC 3564 | Advertise |
| PLN291/2022 | Staged Subdivision of the land in the Urban Growth Zone, Environmental Significance Overlay Schedule 3 and Land Subject to Inundation Overlay, removal of native vegetation pursuant to Clause 52.17, creation of easement pursuant to Clause 52.02, alteration of access to a Transport Zone 2 pursuant to Clause 52.29 and use of the land for display home centre with signage pursuant to Clause 52.05. | Mcswain Road ECHUCA VIC 3564 | PlnRecvd |
| PLN293/2023 | Buildings and Works (garage and alfresco) in the Farming Zone Schedule 2 | 158 Everard Road KYABRAM VIC 3620 | PrmIssued |
| PLN309/2023 | Buildings and works to two existing dwellings on the land (external works, carport and decking) in the General Residential Zone, Land Subject to Inundation Overlay, and Floodway Overlay | 2/280 Ogilvie Avenue ECHUCA VIC 3564 | Completed |
| PLN324/2020.A | AMENDMENT - Use and development of the land for a dwelling and outbuilding in the Farming Zone Schedule 2, Environmental Significance Overlay Schedule 1, Land Subject to Inundation Overlay and Restructure Overlay | 137 Hicks Road ECHUCA VILLAGE VIC 3564 | PmtAmend |
| PLN332/2023 | Buildings and works (new changeroom and existing building refurbishment) in the Urban Floodway Zone | Rochester Recreation Reserve 8-48 Reserve Street ROCHESTER VIC 3561 | PrmIssued |

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Monthly Determined - VicSmart

| Application ID | Full Details | Property Address | Stage/Decision |
|----------------|--|--|----------------|
| PLN316/2023 | VICSMART - Buildings and works (dwelling and associated outbuilding) in the Rural Living Zone - Schedule 1 | 25 David Court RUSHWORTH VIC 3612 | Completed |
| PLN339/2023 | VICSMART - Buildings and Works (Machinery shed) in the Farming Zone 1 | Bamawm Recreation Reserve 714 Bamawm Hall Road BAMAWM VIC 3561 | PrmIssued |

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Secondary Consent Determined

| Application ID | Full Details | Property Address | Stage/Decision |
|----------------|---|---------------------------------------|----------------|
| PLN060/2022 | S/C - Use and development of the land for a medical centre and business identification signage in the General Residential Zone, reduction in car parking pursuant to Clause 52.06 and alteration of access to a road in a Transport Zone 2. | 356 High Street ECHUCA VIC 3564 | PmtAmend |
| PLN069/2022 | (S/C AMENDMENT) Building and works (extension, alteration and swimming pool) in the Farming Zone Schedule 1 Design and Development Overlay Schedule 7 and Land Subject to Inundation Overlay | 362 Mckenzie Road ECHUCA VIC 3564 | PmtAmend |
| PLN113/2020 | Staged Subdivision of the Land into 210 Lots in the General Residential Zone and Development Plan Overlay Schedules 2 and 4 and Removal of Native Vegetation pursuant to Clause 52.17 and Alteration of Access to a Road Zone Category 1 pursuant to Clause 52.29 | 441 Allan Street KYABRAM VIC 3620 | PlnRecvd |
| PLN118/2023 | (S/C) AMENDMENT - Buildings and works (shade sails) in association with an existing education centre in the Heritage Overlay Schedule HO212 | 11 Campaspe Street ROCHESTER VIC 3561 | PmtAmend |

| | | | |
|-------------|---|---|----------|
| PLN160/2021 | Buildings and works (replacement dwelling) in the Farming Zone Schedule 1 | 20 Graham Road KYABRAM VIC 3620 | PmtAmend |
| PLN213/2020 | (S/C) AMENDMENT - Staged development of the land associated with the Echuca East Community Precinct in the Public Park and Recreation Zone | Echuca East Recreation Reserve 36 Sutton Street ECHUCA VIC 3564 | PmtAmend |
| PLN284/2022 | (S/C) AMENDMENT - Development of the land for two (2) dwellings and subdivision of the land into two (2) lots in the General Residential Zone | 9 Hare Street ECHUCA VIC 3564 | PmtAmend |

7

Extension of Time Determined

| Application ID | Full Details | Property Address | Stage/Decision |
|----------------|---|--|----------------|
| TPA412/2013 | (EOT) Subdivision of the land into 10 lots in the Rural Living Zone and Public Conservation and Resource Zone | Channel Inlet Road WARANGA SHORES VIC 3612 | EOTCompleat |

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Condition Plans Determined

| Application ID | Full Details | Property Address | Stage/Decision |
|----------------|--|---|----------------|
| PLN032/2023 | Boundary realignment (dwelling excision) in the Farming Zone Schedule 1, Floodway Overlay, Land Subject to Inundation Overlay and Public Acquisition Overlay | 3162 Midland Highway CARAG CARAG VIC 3623 | Completed |
| PLN049/2023 | Development of the land for three dwellings in the General Residential Zone | 20 Darling Street ECHUCA VIC 3564 | Completed |
| PLN080/2022 | Buildings and Works (new buildings and alterations) in the Industrial 3 Zone and Design and Development Overlay Schedule 11 | 98-110 Ogilvie Avenue ECHUCA VIC 3564 | Completed |
| PLN192/2023 | Buildings and Works (upgrade airside infrastructure) in the Special Use Zone Schedule 3 | 176 Mckenzie Road ECHUCA VIC 3564 | PlnRecvd |
| PLN208/2023 | Buildings and Works (dwelling extension) in the Heritage Overlay Schedule 86, Land Subject to Inundation Overlay and Design and Development Overlay Schedule 04 | 156 Pakenham Street ECHUCA VIC 3564 | PrmIssued |
| PLN261/2021 | Buildings and works (extension to building) in the Industrial 1 Zone | 40 Mcmillan Road ECHUCA VIC 3564 | Completed |
| PLN284/2022 | (S/C) AMENDMENT - Development of the land for two (2) dwellings and subdivision of the land into two (2) lots in the General Residential Zone | 9 Hare Street ECHUCA VIC 3564 | PmtAmend |
| PLN289/2022 | Use of the land for a restricted recreation facility (gymnasium) in accordance with the endorsed plans | Fact 3/55 Mcmillan Road ECHUCA VIC 3564 | Completed |
| PLN298/2022 | Subdivision of the Land into Two (2) Lots in the Township Zone and Heritage Overlay Schedule 301, and the creation and removal of an easement pursuant to Clause 52.02 | 1 Wigg Street RUSHWORTH VIC 3612 | Completed |
| PLN315/2022 | Development of the land for two (2) additional dwellings and associated alterations to the existing dwelling in the General Residential Zone | 81 Campaspe Esplanade ECHUCA VIC 3564 | Completed |
| PLN317/2021 | (EOT) Subdivision of the land into 7 lots in the General Residential Zone and the Development Plan Overlay Schedule 2 | 6-10 Solar Boulevard KYABRAM VIC 3620 | EOTRcvd |
| PLN341/2022 | Use and development of the land for a medical centre in the General Residential Zone and business identification signage pursuant to Clause 52.05 | 237 Service Street ECHUCA VIC 3564 | Completed |
| PLN359/2022 | Re-subdivision of the land into two (2) Lots in the Farming Zone Schedule 1 and Floodway Overlay | 1025 Mccoll Road KYABRAM VIC 3620 | Completed |

| | | | |
|-------------|---|----------------------------|----------|
| PLN405/2020 | Subdivision of the land into 34 lots in the General Residential Zone and Land Subject to Inundation Overlay and Removal of Native Vegetation pursuant to Clause 52.17 | Lake Road KYABRAM VIC 3620 | PlnRecvd |
|-------------|---|----------------------------|----------|

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8.2 Planning Authority Decisions

A Planning Authority is defined under Section 12 of the *Planning & Environment Act 1987* and is responsible for implementing the objectives of planning in Victoria and reviewing and preparing amendments to a planning scheme.

8.3 Office of the CEO

8.3.1 Murray-Darling Basin Plan Advocacy Update

| | |
|---------------------------------|--|
| Directorate: | Office of the CEO |
| Responsible Officer: | Special Projects |
| Manager: | Chief Executive Officer |
| Attachments: | 1. MRGC Pushback Buybacks Campaign Evaluation 5 Oct-5 Dec 2023 [8.3.1.1 - 17 pages] |
| Conflict of Interest: | In accordance with section 130 of the Local Government Act 2020, the officer preparing this report declares no conflict of interest regarding this matter. |
| Council Plan Reference: | Nil |
| Other Strategic Context: | Nil |

1. PURPOSE

The purpose of this report is to:

1. inform Council of recent advocacy activities regarding water reform and the Murray-Darling Basin Plan, both as an individual council and as part of the Murray River Group of Councils (MRGC).
2. seek Council's support in continuing to advocate strongly, both as an individual council and as a member of the MRGC, to ensure that all Campaspe Shire communities impacted by the reintroduction of water buybacks are appropriately consulted and adequately compensated.
3. seek Council's approval of \$150,000 to be allocated from the 2023-24 Budget to undertake stakeholder engagement and economic modelling on the socio-economic impacts associated with the reintroduction of water buybacks by the Australian Government to inform Council's position and advocacy to the structural adjustment model adopted by the Commonwealth and State Governments.

2. RECOMMENDATION

That Council

1. **Notes Council's 2023 advocacy efforts in relation to water reform and Basin Plan implementation; in particular, the positive results achieved by the Murray River Group of Councils' PushbackBuybacks campaign in opposing the potential reintroduction of water buybacks by the Australian Government as part of the *Water Amendment (Restoring Our Rivers) Bill 2023*.**
2. **Endorses continued strong advocacy by Council, both as an individual council and as a member of the MRGC, to help ensure there is genuine and widespread community consultation by the Australian Government in relation to compensatory adjustment packages associated with the reintroduction of water buybacks, and that local councils are integral to this process.**
3. **Approves an amount of \$150,000 to be allocated from the 2023-24 Budget to undertake engagement of key stakeholders and economic modelling of the socio-economic impacts on Campaspe Shire communities associated with the reintroduction of water buybacks, to inform Council's position and advocacy to the structural adjustment model adopted by government so that the Campaspe community is adequately compensated and supported for any impacts.**

3. BACKGROUND

For more than a decade, Council has advocated on behalf of the community for the careful, effective and balanced implementation of the Murray Darling Basin Plan (the Basin Plan), both as an individual council and as part of the Murray River Group of Councils (MRGC).

In particular, Council has advocated strongly against water buybacks as part of the Basin Plan implementation. Both experience and independent research show that water buybacks have caused, and will continue to cause, significant socio-economic impacts on northern Victorian communities.

In 2023, Council's advocacy activities to protect communities from water buybacks focused on two key inquiries, as follows:

1. **Australian Government Productivity Commission's Inquiry – Murray Darling Basin Plan: Implementation Review 2023.** Under the *Water Act 2007 (Cth)*, the Commission is required to undertake an inquiry every five years into the effectiveness of the implementation of the Basin Plan.
2. **Australian Government *Water Amendment (Restoring Our Rivers) Bill 2023 Inquiry.*** The Bill sought to amend the *Water Act 2007* and the Basin Plan to implement the Basin Plan in full, including recovering 450 gigalitres of additional environmental water. The Bill also sought to reintroduce water buybacks and remove the current socio-economic impact test.

Previous Council Discussion

Not applicable.

4. DISCUSSION

A. **Australian Government Productivity Commission's Inquiry – Murray Darling Basin Plan: Implementation Review 2023**

Submission

Council lodged an individual submission to the Productivity Commission's Inquiry on 31 July 2023.

The basis of the submission was a report conducted by economic modelling experts, REMPLAM, in July 2023. This report highlighted the significant economic contribution Campaspe Shire's agricultural industry makes to the shire's economy, the strong food manufacturing sector that exists complementing the agriculture sector, the ancillary businesses that support both sectors, and the importance of the ongoing viability of our local towns, many of which rely on irrigated water.

Some of the key findings of the economic analysis include:

- Of the 852 agricultural businesses counted within the Campaspe Local Government Area (LGA), 614 are estimated to rely on irrigation water.
- More than 75% of the Campaspe Catchment supports dryland livestock production and cropping.
- 87% of irrigated water is used for pastures and crops for grazing or hay.
- 72% of local agricultural businesses are reliant on irrigation for production.
- Three quarters of irrigated water use is sourced from irrigation channels or pipelines.
- Campaspe accounts for three quarters (74%) of the total tomato crop value in Murray River Region.
- Campaspe directly supports almost half (45%) of all Murray River dairy sector jobs.
- Half (50%) of all Murray River fruit and vegetable processing jobs are in Campaspe.
- More than a half (52%) of all Murray River Region dairy farm workers are in Campaspe.
- Every one dairy manufacturing job supports another two workers within Campaspe LGA.

Council's submission to the Productivity Commission expressed strong concern about the negative impacts of water buybacks and raised the issue of compensation for losses incurred by industries and whole communities. Government compensation payouts are not new. In 2016 for example, the Victorian Government compensated workers and businesses impacted by the closures of the Hazelwood and Yallourn Power Stations as part of the \$266 million Latrobe Valley Support Package.

Interim Report

On 30 October 2023, the Productivity Commission released its interim report on the Murray Darling Basin Plan: Implementation Review 2023. Council lodged a submission in response to the interim report on 20 November 2023.

Council reinforced its stance against water buybacks and retention of the socio-economic impact test within the legislation.

B. **Australian Government Water Amendment (Restoring Our Rivers) Bill 2023 Inquiry**

The Minister for Environment and Water the Hon. Tanya Plibersek MP introduced the *Water Amendment (Restoring Our Rivers) Bill 2023* to Parliament on 6 September 2023. The Bill sought to amend the *Water Act 2007* and make changes to the Basin Plan to implement the plan in full, including recovering 450 gigalitres of additional water for the environment. Other proposed changes included the resumption of water buybacks and removal of the socio-economic impact

test. On 7 September 2023, the Senate referred the Bill to the Environment and Communications Legislation Committee for inquiry and report.

Based on previous experience, stakeholder feedback and research that shows water buybacks have caused significant negative socio-economic impacts on northern Victorian communities, the MRGC determined to deliver a campaign opposing the Bill.

PushBackBuybacks Campaign

As Chair of the MRGC in 2023, Council spearheaded an advocacy campaign between 5 October to 5 December 2023, with the support of the other five member councils of the MRGC – Gannawarra, Loddon, Mildura, Moira and Swan Hill.

Titled 'PushBackBuybacks', the campaign objective was to have the Water Amendment Bill either withdrawn or defeated. However, in recognition of the unlikelihood of this occurring, secondary objectives included having the Bill amended to remove water buybacks and retain the socio-economic impact test. Several communication objectives, to raise awareness and understanding of the issues, and mobilise support from industry leaders, were also set.

As part of the campaign, MRGC Chair and Mayor Cr Rob Amos, along with Cr Adrian Weston, delivered evidence and lodged a submission at the Senate Environment and Communications Legislation Committee's public hearing in Canberra on 31 October 2023.

Councillors Rob Amos, Adrian Weston and Tony Marwood also attended many meetings with business, industry and political representatives during the campaign to convey the critical importance of the Australian Government not reintroducing water buybacks and to retain the current socio-economic impact test to ensure a level of protection for irrigation farmers, industries and communities into the future.

The campaign activities and results are detailed in the attached evaluation report. A summary of results is provided below.

Summary of Results

- **Campaign Objectives**

The Bill was passed by the Australian Parliament on Thursday, 30 November. While water buybacks remained, there were some concessions achieved through amendments to the Bill put forward by Senator David Van as a direct result of discussions with the MRGC, among other stakeholders. These amendments included:

- The inclusion of water leases as an option for water recovery, giving more flexibility to farmers
- a requirement for socio-economic assessments to be conducted of any water purchasing program and the reporting of these assessments annually.

- **Communication Objectives**

The campaign aimed to create broad awareness and understanding of issues by the wider community. While formal research has not been conducted on attitudinal change, the below results

show the broad coverage of the campaign key messages across media outlets and via social media.

Media coverage

- More than 20 different media outlets, with a combined readership of more than 2.3 million readers, promoted the key messages of the campaign.
- More than 60 stories, including approximately 50 press articles, and 10 radio or television interviews were generated as a result of media releases issued. These figures are considered conservative as media monitoring did not cover the entire nation.
- Of those articles captured through media monitoring, there were two page 1 articles, four page 3 articles and good positioning of other articles within the early general news sections of the newspapers. There were more than 25 online articles.

Social Media

- A total of 35 posts were published on Facebook, LinkedIn and Instagram.

The mandate of the MRGC is to advocate on behalf of communities on issues of importance to the region. The MRGC's PushbackBuybacks campaign not only sought to protect the social and economic interests of northern Victorian communities, now and into the future, it also strived to protect Australia's largest food bowl and the right of all Australians to have ongoing access to affordable Australian-grown fresh produce.

Although water buybacks have been reintroduced into legislation, the MRGC's collective voice played a role in influencing the debate among senators and the shaping of the final amendments, including the addition of water leasing as an option of water recovery and inclusion of socio-economic impact assessments of water purchasing programs. These are positive outcomes for our farmers, industries and communities.

Given the extent of media coverage across the MRGC region and beyond, it could be surmised that the campaign has not only raised awareness of issues regarding the Murray-Darling Basin Plan, it has also raised the profile of the MRGC and individual councils, including bringing more awareness to the important advocacy role local government plays on behalf of communities.

Through the engagement of business, industry and political representatives, the campaign has also strengthened existing, and established new, relationships with stakeholders that will serve the group well in advancing advocacy priorities into the future.

To this end, the campaign has resulted in several positive outcomes of which all MRGC councils can be proud to have achieved through their collective voice, resources and efforts.

C. Structural Adjustment Packages

As part of the new legislation, the Australian Government will conduct a process for determining compensatory structural adjustment packages for Basin communities impacted by water buybacks. As part of this process, it is expected that communities will need to tangibly demonstrate their level of impact.

While previous experience and independent research indicates that water buybacks have had, and will continue to have, significant socio-economic impacts on northern Victorian communities, there is a need to gather current qualitative information and quantitative data on the socio-economic impact communities will experience through the reintroduction of buybacks. Understanding the lived experiences of our farmers, industries and communities, in addition to the statistical data, will provide a more holistic picture of any impacts and losses.

Officers therefore propose that Council commissions a project to comprehensively engage with key stakeholders in Campaspe Shire and undertake economic modelling on socio-economic impacts to help ensure that Campaspe communities are adequately compensated for any losses and supported in any transition required.

Subject to a competitive process, the cost of this stakeholder engagement and economic modelling work is estimated to be approximately \$150,000. Whilst a detailed scope is yet to be developed it is proposed that the scope and methodology will align with the Australian Government's approach to recouping the additional 450 GL of environmental water.

The Australian Government has recently released a draft framework for delivery the 450 GL which proposes community adjustment assistance principles to minimise the socio-economic impacts of water purchases for the recovery of the 450 GL. Whilst currently draft and subject to change and refinement the proposed principles are:

1. Support Diversification and resilience
 - Support transition regional communities to prepare for a future with less water.
 - Focus on job creation and sustainable economies
2. Place-Based
 - Place-based and focused investment.
 - Engage local people as active participants in development.
3. Proportionality
 - Investment to each state proportional to water purchased.
 - Investment in each community proportional to impacts observed.
4. Co-design
 - Co-design across government.
 - Consultation with communities, First Nations, local government, and regional industries.
5. Strategic Alignment
 - Consistent with Commonwealth Regional Investment Framework
 - Aligned with regional and First Nations' priorities and plans

6. Transparency and Integrity
 - Clear outcomes and objectives, and value for money.
 - Transparency through administration and evaluation.
7. Evidence – based
 - Underpinned by agreed evidence and data.

It is proposed that the scope and methodology of the engagement and economic modelling undertaken by Council will be aligned with principles adopted by Government to best position Council to inform and advocate for the best outcomes for the Campaspe community.

5. STAKEHOLDER ENGAGEMENT

Through its advocacy efforts, both as an individual council and as part of the MRGC, Council has urged policy-makers and decision-makers to ensure that there is genuine and deep engagement between the Australian Government and Basin communities with respect to Basin Plan implementation, including on compensatory adjustment packages, and that local councils are an integral part of this process as councils know their communities best.

Internal consultation:

- Chief Executive Officer
- Director Sustainability
- Manager Economy and Business
- Economic Development Manager
- Manager Communications

Councillors:

- Councillors were briefed on this matter on 6 February 2024.

External consultation:

- Not applicable

Community Engagement

Council worked closely with businesses, industry leaders and members of the wider community on the PushbackBuybacks campaign, It also consulted with First Nations' representatives and community stakeholders on elements of its submission to the Australian Government Productivity Commission.

Public Transparency Policy

Not applicable

6. LEGISLATIVE CONTEXT

A key role of local government is to advocate on issues of importance to their communities. Council has advocated strongly for legislative water reform and Basin Plan implementation that not

only benefits local communities but also takes a balanced approach regarding social, cultural, economic and environment impacts considerations.

7. FINANCIAL AND OTHER RESOURCE IMPLICATIONS

Council has dedicated staff resources in the areas of communications, advocacy, grants and economic development which are used to advance Council's advocacy priorities.

Officers proposed that \$150,000 to be allocated from the 2023-24 Budget to undertake stakeholder engagement and economic modelling on the socio-economic impacts on Campaspe communities associated with the reintroduction of water buybacks.

It is also proposed that Council seek to have these costs reimbursed as part of any structural adjustment package.

8. ENVIRONMENTAL IMPLICATIONS

Not applicable

9. OPPORTUNITIES AND RISK

Opportunities:

By strongly advocating on behalf of the community on the issue of Basin Plan implementation and compensation from social and economic losses associated with the reintroduction of water buybacks, Council will create opportunities to enable local towns, especially those that rely on irrigation, to continue to thrive and prosper.

Council's advocacy to date has contributed to Council developing a reputation as a strong advocate and respected stakeholder in Basin Plan implementation with well-considered views and reasoning. There is an opportunity to capitalise on this reputation and work done to date and continue to have an impact and voice in the ongoing implementation of the Basin Plan.

Risk:

Not undertaking additional investigation and analysis will likely result in the Shire's needs and issues not being considered in the design and implementation of any structural adjustment package.

10. CONCLUSION

Throughout 2023, Council continued to be a strong voice, both individually and collectively as part of the MRGC, for its community on the issue of water reform legislation and Basin Plan implementation. Through its efforts, Council has played a role in minimising the impacts of the new legislation on farming businesses, the agricultural sector, associated businesses and whole communities. It has also strengthened relationships with community members, industry leaders, politicians and other stakeholders, which will stand Council and the Campaspe community in good stead for advancing advocacy efforts in the future.

With the reintroduction of water buybacks and implementation of a structural adjustment packages process by the Australian Government, continued advocacy by Council will help ensure that Campaspe communities are appropriately consulted and adequately compensated for any losses.

#PushbackBuybacks CAMPAIGN EVALUATION



Authorised by: Pauline Gordon, CEO, Campaspe Shire Council

Prepared by: Ros Weadman, campaign coordinator

Date: 19 December 2023

BACKGROUND

The Minister for Environment and Water the Hon. Tanya Plibersek MP introduced the *Water Amendment (Restoring Our Rivers) Bill 2023* to Parliament on 6 September 2023. The Bill sought to amend the *Water Act 2007* and make changes to the Basin Plan to implement the plan in full, including recovering 450 gigalitres of additional water for the environment. Other proposed changes included resumption of water buybacks and removal of the socio-economic impact test. On 7 September 2023, the Senate referred the Bill to the Environment and Communications Legislation Committee for inquiry and report.

Based on previous experience, stakeholder feedback and research that shows water buybacks have caused significant negative socio-economic impacts on northern Victorian communities, the MRGC determined to deliver a campaign opposing the Bill.

OBJECTIVES

The campaign objective was to have the Bill either withdrawn or defeated. However, in recognition of the unlikelihood of this occurring, secondary objectives included having the Bill amended to remove water buybacks and retain the socio-economic impact test. Several communication objectives, to raise awareness and understanding, and mobilise support from industry leaders, were also set.

TIMING

The campaign ran from 5 October to 5 December 2023.

STRATEGY

A draft communications strategy was developed by the Moira Communications team and further developed by the Campaspe Communications team. The Communications teams and CEOs of all six councils then had the opportunity to review and add their suggestions and comments to the draft strategy. The final consolidated campaign strategy provided the strategic direction of the campaign, along with key messages, foundation narrative and implementation plan.



BUDGET

The campaign budget was \$60,000 (based on a \$10,000 contribution from each council).

| Expenditure (est) | \$ |
|------------------------------------|-----------------|
| Paid advertisement | \$30,800 |
| Website | \$4,000 (est) |
| TOTAL estimated expenditure | \$34,800 |

It should be noted that Campaspe Shire Council led and resourced delivery of the campaign, including MRCG's presentation to the Senate. The campaign was project managed by the MRGC Executive Officer and supported by the other councils at the local level.

COMMUNICATIONS PROGRAM

Tagline

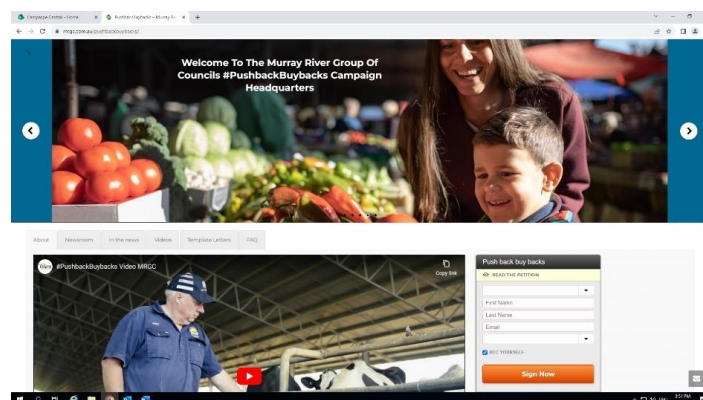
The tagline **#PushbackBuybacks** was reflective of the core message of the campaign and worked as a call to action.

Website

A draft website structure was prepared by the Swan Hill Communications team. This was used as a basis to develop the professional campaign website at <https://www.mrgc.com.au/pushbackbuybacks/>.

The website includes the following components:

- **Newsroom** – media releases and letters to the editor
- **In the media** – published articles and links to interviews
- **Petition**
- **FAQs**
- **Template letters** - a template letter people could download and send to their local Member of Parliament and/or to the Australian parliamentary cross benchers.



Videos

A number of videos were prepared for the campaign to promote the key messages and featuring various stakeholders speaking against water buybacks. The videos were housed on the campaign website and also distributed via social media.

| # | Video | Council source |
|---|--|----------------|
| 1 | Main campaign video | Moira |
| 2 | Adrian Conti fruit farmer video | Moira |
| 3 | Andrew Tyler dairy farmer video | Moira |
| 4 | MRGC Chair Cr Rob Amos talking against buybacks | Moira |
| 5 | MRGC Chair speaking on the Senator Van visit | Campaspe |
| 6 | MRGC Chair and Cr Adrian Weston speaking about presenting evidence at the Senate Inquiry in Canberra | Campaspe |
| 7 | Australian Table Grapes Growers Association | Mildura |
| 8 | Almonds Australia | Mildura |

Media Activities

Media Launch

At 8am on Thursday, 5 October, the campaign was officially launched to the media.



The media launch included the three key components:

- 1) A **paid advertisement** as an **open letter** to the Australian Government and Prime Minister was published on page 7 in *The Age* and *Sydney Morning Herald*.
- 2) A **media kit** was sent to a curated database of **more than 300 journalists**, many of whom were specialist reporters covering agriculture, politics, and rural and regional affairs.

The media kit included:

- Media Release
 - Letter to the Editor
 - Campaign video
 - List of case studies
 - Headshots/photos for use
- 3) A **petition** was launched on the website.



Media Releases

The following media releases / letters to the editor were issued.

| # | Date | Title |
|----|-------------|--|
| 1 | 5 Oct 2023 | Letter to the Editor (same as open letter) |
| 2 | 5 Oct 2023 | MRGC launches #PushbackBuybacks Campaign |
| 3 | 20 Oct 2023 | Senator Van meets MRGC on water buybacks |
| 4 | 27 Oct 2023 | MRGC takes its pushback water buybacks message to Canberra |
| 5 | 2 Nov 2023 | MRGC presents at public hearing on Basin Plan bill |
| 6 | 13 Nov 2023 | MRGC Chair disappointed with Senate Committee report on Basin Plan bill |
| 7 | 16 Nov 2023 | MRGC raises water buyback concerns with Basin Authority |
| 8 | 24 Nov 2023 | Letter to the editor in response to a letter from Mr A L'Hullier |
| 9 | 27 Nov 2023 | MRGC calls on Australian Government to slow down water amendment bill and consult with communities |
| 10 | 5 Dec 2023 | MRGC response Acting Chair says passing of Water Amendment Bill bitter-sweet for Basin communities |

Media Coverage

Media coverage was achieved across the MRGC region and beyond.

Riverine Herald
SINCE 1843 RIVERINEHERALD.COM.AU 3482 1111

FIGHT AGAINST BUYBACK PLAN

Murray River Group of Councils launch #PushbackBuybacks drive

By Shannon Caine

The Murray River Group of Councils (MRGC) have officially launched a campaign in opposition to the new water buyback laws that have been proposed by the Federal Government.

The #PushbackBuybacks campaign aims to stop the Water Amendment (Ending the Basin Plan) Bill 2023 from becoming federal law, thereby preventing the Albanese Government from reinstating water buybacks from farmers as part of the Murray Darling Basin Plan implementation.

Campaspe Shire Mayor and MRGC Chair Rob Amos said the group had full coverage about the proposed bill.

"A few weeks ago the federal government introduced a new bill for parliament, which was the water amendment Bill 2023. It came as a bit of a surprise to me because it was a little bit sudden," Cr Amos said.

"I agree the more information that we have about that bill, the more we can do to make sure that we're not on the back of a truck, particularly the bill in question."

"I think the bill will have real impacts on the community and areas that the group do not intend to be positive areas, according to Cr Amos.

"We are not getting into this

"However, we have the old supply and demand, if we have demand that's going to be met, but there's no Australian fruit and veg being produced that will have an effect on prices," he said.

"We're a strong grower. We see it in the newspapers, cost of living, food, housing, even, all these."

"The federal measure has come out on TV and said that Australia is in the middle of a cost of living crisis."

"We see believe that this new act will have more impact on the cost of living and that's something we don't want to happen either."

Cr Amos doesn't want people to think that the MRGC doesn't also want a healthy environment and a beautiful river.

"Our community relies on a good quality river for drinking water, for a riparian, for recreation," he said.

"Our business industry relies on the river again, all the way along the river, for our dairy sector to get a river system that can be beautiful and healthy. It's not about that."

"Victoria has already done its part towards the Basin Plan, according to Cr Amos. That's the problem. The State Labor government was in favor of some types of bills."

Continued on page 2

Water fight ramps up with new Murray-Darling Basin campaign | Kyal

Kyabram Free Press

Hi, Communications

October 11, 2023
Kyabram, AU

24°C Clear Sky
Wind: 10 Km/h

Water fight ramps up with new Murray-Darling Basin campaign

By Geoff Adams
Oct 5, 2023

Murray River Group chair and Campaspe Shire Mayor Rob Amos.

Murray River Group of Councils call for Basin Plan buybacks to be scrapped

Six Murray River shire councils have urged the federal government to rethink their planned Basin Plan buybacks.

Tallis Miles
@tallis_miles 2 min read October 10, 2023, 3:23PM The Weekly Times



The following tables summarise many of the articles published and interviews given as a result of the media releases and letters to the editor issued. It should be noted that this is a snapshot only of media coverage achieved across the MRGC region and in some other media outlets.

1. Letter to the Editor (same as open letter paid ad)

| Media outlet | Date | Article title | Page |
|--|------------|----------------------|---------|
| Shepparton News (Readership 624,050 p/m) | 5 Oct 2023 | Letter to the Editor | Page 18 |

2. Media Release – MRGC launches #PushbackBuybacks Campaign

| Media outlet | Date | Article title | Page |
|--|-------------|---|---------------------------------------|
| Riverine Herald (Readership 234,900 p/m) | 9 Oct 2023 | Fight against Buyback plan | Front page |
| Shepparton News (Readership 624,050 p/m) | 8 Oct 2023 | #PushbackBuybacks campaign launched | Online article |
| Country News | 10 Oct 2023 | Water fight ramps up with new Murray-Darling Basin campaign | Page 3 |
| River 1467 | 5 Oct 2023 | Council group pen letter against MDBP changes | Online in newsroom and radio snippets |
| The Weekly Times (Readership 337,000 p/w) | 10 Oct 2023 | Murray River Group of Councils call for Basin Plan buybacks to be scrapped | Online and print |
| Sunraysia Daily (Readership 59,000 p/w) | 14 Oct 2023 | Council fight buybacks | Page 7 |
| Stock and Land (Readership 28,941 p/w) | 14 Oct 2023 | Northern Victorian councils launch campaign to stop proposed changes to Murray Darling Basin Plan | Online article |
| WIN News Bendigo | 5 Oct 2023 | Interview with Chair Cr Amos | Nightly news |
| OneFM Community Radio | 6 Oct 2023 | Interview with Chair Cr Amos | Program |
| ABC Mildura | 5 Oct 2023 | Interview with Chair Cr Amos | Radio snippets |
| Swan Hill Guardian (Readership 22,680 p/w) | 13 Oct 2023 | Councils fight buybacks | Online article |
| Seymour Telegraph (Readership 32,250 p/m) | 9 Oct 2023 | Moira Shire Council joins water fight | Online article |
| Bendigo Advertiser (Readership 44,717 p/w) | 23 Oct 2023 | Loddon, Campaspe councils in group fighting water buybacks plan | Online article |



Mildura Rural City Council



SWAN HILL
Rural City Council



GANNAWARRA
Shire Council



LODDON
SHIRE



Campaspe
Shire Council



MOIRA
SHIRE

3. Media Release – Senator Van meets MRGC on water buybacks

| Media outlet | Date | Article title | Page |
|--|----------------------------|---|--------------------|
| Shepparton News (Readership 624,050 p/m) | 24 Oct 2023 | Australian Senator joins voice against federal water buybacks | Online article |
| Country News | 24 Oct 2023 | Councils lobby independent senator on water bill | Page 3 |
| Good Fruit and Vegetables | 21 Oct 2023 | Northern Victorian councils launch campaign to stop proposed changes to Murray Darling Basin Plan | Online article |
| Loddon Herald (Readership 10,000 p/m) | 19 Oct 2023 26 Oct 2023 | Irrigation aids environment Buybacks would deplete local pool: Straub | Page 19 Page 15 |
| Swan Hill Guardian (Readership 22,680 p/w) | 27 Oct 2023 | Buybacks will devastate our region, senator told | Online article |
| Kyabram Free Press (Readership 40,250 p/m) | 23 Oct 2023 | Councils lobby independent senator on water bill | Online article |
| Seymour Telegraph (Readership 32,250 p/m) | 27 Oct 2023 | Campaign continues to stop buybacks | Online article |
| The Guardian (Readership 865,584 p/w) | 29 Oct 2023 | Senator hears buyback concerns – link here . | Online article |

4. Media Release – MRGC takes its pushback water buybacks message to Canberra

| Media outlet | Date | Article title | Page |
|--|-------------|--|----------------|
| Riverine Herald (Readership 234,900 p/m) | 29 Oct 2023 | Councils aiming to send message to Canberra | Page 3 |
| Shepparton News (Readership 624,050 p/m) | 27 Oct 2023 | Senator joins buyback fight | Page 25 |
| Country News | 25 Oct 2023 | Pushback message goes to Canberra | Page 3 |
| Seymour Telegraph (Readership 32,250 p/m) | 31 Oct 2023 | Councils take it to Capital | Online article |
| Swan Hill Guardian (Readership 22,680 p/w) | 31 Oct 2023 | Pushback in Canberra | Page 5 |
| Shepparton News (Readership 624,050 p/m) | 29 Oct 2023 | Council aiming to send message to Canberra | Online article |
| Sunraysia Daily (Readership 59,000 p/w) | 29 Oct 2023 | Buyback concerns to reach Canberra – link here . | Online article |
| Loddon Herald (Readership 10,000 p/w) | 2 Nov 2023 | Pushback campaign off to Canberra | Page 10 |

5. Media Release – MRGC presents at public hearing on Basin Plan bill

| Media outlet | Date | Article title | Page |
|--|------------|--|------------|
| Riverine Herald (Readership 234,900 p/m) | 5 Nov 2023 | Feds Basin Plan Bill is “un-Australian”, declares Amos | Front page |

| | | | |
|--|------------|--|----------------|
| Stock and Land (Readership 28,941 p/w) | 6 Nov 2023 | Water buyback alternatives could save billions, says Riverina farmer | Online article |
| Swan Hill Guardian (Readership 22,680 p/w) | 4 Nov 2023 | Water Bill 'un-Australian', says Murray councils | Online article |
| Loddon Herald (Readership 10,000 p/w) | 9 Nov 2023 | Socio-economic test removal a rural risk | Page 6 |
| Loddon Herald (Readership 10,000 p/w) | 9 Nov 2023 | Perspective - Productivity needs water now and well into future | P 16 |

6. Media Release – MRGC Chair disappointed with Senate Committee report on Basin Plan bill

| Media outlet | Date | Article title | Page |
|--|-------------|--|----------------|
| Shepparton News (Readership 624,050 p/m) | 17 Nov 2023 | MDBA chair won't 'make any predictions' on legislation | Online article |
| Kyabram Free Press (Readership 40,250 p/m) | 21 Nov 2023 | MDBA chair won't 'make any predictions' on legislation | Online article |
| Country News | 21 Nov 2023 | Appeal to higher authority | Page 4 |
| Seymour Telegraph (Readership 32,250 p/m) | 20 Nov 2023 | Appealing to a higher authority | Online article |

7. Media Release – MRGC raises water buyback concerns with Basin Authority

| Media outlet | Date | Article title | Page |
|---|-------------|--|----------------|
| Riverine Herald (Readership 234,900 p/m) | 27 Nov 2023 | Rallying against buybacks | Page 10 |
| The Weekly Times (Readership 337,000 p/w) | 22 Nov 2023 | Asset stripping: more water buyouts to cripple towns | Online article |
| Seymour Telegraph (Readership 32,250 p/m) | 27 Nov 2023 | Plea to 'slow down' | Online article |
| Farm Online | 27 Nov 2023 | Labor and Greens strike deal on Murray-Darling laws | Online article |
| Loddon Herald (Readership 10,000 p/w) | 23 Nov 2023 | Speak up on impacts, Basin Authority told | Page 14 |

8. Letter to editor – in response to A L'Hullier letter

| Media outlet | Date | Letter title | Page |
|------------------------|-------------|----------------------|------|
| Campaspe News | 28 Nov 2023 | Buybacks are harmful | 8 |
| Riverine Herald | 29 Nov 2023 | Buybacks are harmful | 10 |

9. Media Release – MRGC calls on Australian Government to slow down water amendment bill process and consult with communities

| Media outlet | Date | Article title | Page |
|--|-------------|---|----------------|
| Australian Associated Press | 27 Nov 2023 | Interview with agriculture reporter resulting in syndicated articles, some of which are below | Various press |
| Canberra Times | 27 Nov 2023 | Farmers and scientists at odds over Murray Darling plan | Online article |
| Riverine Herald (Readership 234,900 p/m) | 29 Nov 2023 | Sold down the river (cont. from p1) | Page 7 |
| Seymour Telegraph (Readership 32,250 p/m) | 28 Nov 2023 | Labor presses ahead with new basin plan law | Online article |
| Stock and Land (Readership 28,941 p/w) | 29 Nov 2023 | MDB plan set to pass in spite of community angst | Online article |
| The Shepparton Adviser | 29 Nov 2023 | MRGC urges government to slow down | Online article |
| The Daily Advertiser | 30 Nov | Government gains numbers for MDB Plan as crossbencher pledges support | Online article |

10. Media Release – MRGC Acting Chair says passing of Water Amendment Bill bitter-sweet for Basin communities

| Media outlet | Date | Article title | Page |
|-----------------|--------------------------|--|------------------|
| Riverine Herald | 7 Dec 2023 8 Dec 2023 | MRGC: Bill green light a 'bittersweet' moment | Online Page 6 |
| Farm Weekly, WA | 8 Dec 2023 | Senator Van's MDB amendments win plaudits | Online article |
| Sunraysia Daily | 10 Dec 2023 | Basin Bill 'bittersweet' for communities, say councils | Online article |

Other Media Activities

In addition to the above core activities, councils issued their own media releases, advertorials and participated in media interviews. Some examples are below.

Moira:

- John Hall – ABC Mornings – National [Live cross](#)
- John Hall – Triple J Hack – National [from 5:30](#)
- Suzanna Sheed – Win Nightly News – Shepparton
- Suzanna Sheed – ABC radio - Goulbourn Valley

Gannawarra:

- interview on ABC Mildura.

Loddon:

- Weekly Update advertorials in Loddon Herald (2 Nov & 9 Nov 2023)



Social Media

Digital assets

A social media guide and suite of digital assets were developed by the Moira Communications team for collective use. Below is a selection.



Social media posts

As the MRGC does not have a social media presence, councils used their own pages to leverage the key messages. Below is a selection of social media posts.



Loddon Shire Council
October 26 · 🌐

As a member of the Murray River Group of Councils (MRGC), Loddon Shire Council is opposed to the Australian Government reintroducing water buybacks as part of proposed changes to the Murray Darling Basin Plan.

We are advocating strongly to protect our regional jobs, businesses and communities, and one of our nation's largest food bowls.

Sign the [#PushbackBuybacks](#) petition here, www.mrgc.com.au/pushbackbuybacks/.




Gannawarra Shire Council
November 16 at 4:19 PM · 🌐

Council continues to work with its Murray River Group of Councils colleagues in campaigning for the Federal Government to stop plans to resume water buybacks within the Murray-Darling Basin.

Mayor Ross Stanton and Council Chief Executive Officer, Geoff Rollinson joined fellow MRGC Mayors and CEO in meeting with [Murray-Darling Basin Authority](#) Chair, Sir Angus Houston in Echuca.

For more information, including how you can join the [#PushBackBuyBack](#) campaign, please visit [www.m...](#) See more



Moira Shire Council
November 7 at 10:00 AM · 🌐

The Water Amendment Bill is a cause for deep concern in our community, especially considering the past impacts on our region.

Our community faced serious socioeconomic consequences, with up to \$500 million of loss income to our dairy farmers.

This is not just a number, this is our families, our livelihoods and the heart of our community.

Moira Shire has submitted a vital plea to the Senate Standing Committee and we're actively seeking meetings with key senators to safeguard our community's future.

Share, comment or let us know your concerns on water for our community, head to our page and see how Moira Shire is working to keep water in our region and how you can help www.moira.vic.gov.au/Water-Advocacy



Mildura Rural City Council
October 25 · 🌐

The Murray River Group of Councils, including Mildura Rural City Council, urges the Australian Parliament to reconsider its stance on water buybacks.

Visit www.mrgc.com.au/pushbackbuybacks/#home to find out more, and lend your support.




Campaspe Shire Council
November 20 at 5:00 PM · 🌐

Hear Murray River Group of Councils (MRGC) Chair and Campaspe Shire Mayor Cr Rob Amos talk about his recent visit to Canberra to present at a public hearing for the Inquiry into the Water Amendment (Restoring Our Rivers) Bill 2023.

The Australian Government bill proposes to reintroduce water buybacks and remove the socio-economic impact test. The MRGC believes this will negatively impact our northern Victorian industries, economies and communities. 💧

Find our more and sign the [#PushbackBuybacks](#) petition today, Visit www.mrgc.com.au/pushbackbuybacks/

Gannawarra Shire Council Loddon Shire Council Mildura Rural City Council Swan Hill Rural City Council Moira Shire Council



Swan Hill Rural City Council
1d · 🌐

🌐 We've joined with Murray River Group of Councils and we're urging the Government to slow down the Senate process on the Water Amendment (Restoring Our Rivers) Bill 2023

🌐 We're calling for more consultation with communities across our region.

[Mildura Rural City Council Gannawarra Shire Council Loddon Shire Council Campaspe Shire Council Moira Shire Council](#)

Click below to find out more:



The following tables summarise the social media activities of each council.

| Campaspe Shire Council | | |
|-------------------------------|-------------------------------------|-------------|
| platform | Post asset | Date |
| Facebook | Launch post graphic | 5 Oct 2023 |
| Facebook | Campaign video | 11 Oct 2023 |
| Facebook | Cr Amos interview with OneFM | 22 Oct 2023 |
| Facebook | Senator Van visit video | 26 Oct 2023 |
| Facebook | Conti's orchard video | 2 Nov 2023 |
| Facebook | Cr Amos visit to Canberra video | 20 Nov 2023 |
| Facebook | Shepparton convoy against buybacks | 27 Nov 2023 |
| Instagram | Launch post graphic | 5 Oct 2023 |
| LinkedIn | Launch post graphic | 5 Oct 2023 |
| LinkedIn | Campaign video | 10 Oct 2023 |
| LinkedIn | Cr Amos Interview with OneFM | 22 Oct 2023 |
| LinkedIn | Conti's orchard video | 30 Oct 2023 |
| LinkedIn | Resharing Cr Amos Canberra visit | 31 Oct 2023 |
| LinkedIn | Senate Inquiry Canberra visit video | 23 Nov 2023 |

| Gannawarra Shire Council | | |
|----------------------------------|---|-------------|
| Platform | Post | Date |
| Facebook (Our Swan Hill page) | Video interview with the Exec Man Economic Development | 12 Oct 2023 |
| Facebook | As above, shared from Our Swan Hill page | 17 Oct 2023 |
| Facebook | Meeting with MDBA | 16 Nov 2023 |
| LinkedIn | Concern for Senate Committee's support for proposed resumption of buybacks | 20 Nov 2023 |

| Loddon Shire Council | | |
|-----------------------------|--|-------------|
| Platform | Post asset | Date |
| Facebook | Campaign video | 11 Oct 2023 |
| Facebook | Post against buybacks, sign the petition and campaign graphic | 26 Oct 2023 |
| Facebook | Shared Campaspe's Conti orchard video | 3 Nov 2023 |

| Mildura Rural City Council | | |
|-----------------------------------|-----------------------------------|-------------|
| Platform | Post asset | Date |
| Facebook | General post and campaign graphic | 10 Oct 2023 |
| Facebook | General post and campaign graphic | 16 Oct 2023 |
| Facebook | General post and campaign graphic | 25 Oct 2023 |

12

| Moira Shire Council | | |
|----------------------------|---|-------------|
| Platform | Post asset | Date |
| Facebook | General post and campaign graphic | 11 Oct |
| Facebook | Campaign video | 13 Oct 2023 |
| Facebook | Conti's orchard video 1 | 19 Oct 2023 |
| Facebook | Andrew Tyler dairy video | 26 Oct 2023 |
| Facebook | Conti's orchard video 2 | 30 Oct 2023 |
| Facebook | Video with Moira Administrator S. Sheed | 7 Nov 2023 |
| Instagram | Andrew Tyler dairy video | 27 Oct 2023 |
| Instagram | Video with Moira Administrator S, Sheed | 6 Nov 2023 |
| LinkedIn | Campaign video | 27 Oct2023 |

| Swan Hill Rural City Council | | |
|-------------------------------------|---|-------------|
| Platform | Post asset | Date |
| Facebook | Call to sign petition and video of MRGC Chair | 12 Oct 2023 |
| Facebook | Call to slow down the process and consult | 28 Nov 2023 |

Newsletters

The campaign key messages were also leveraged via Council newsletters, mayoral columns and other mediums. The below table includes some of these activities.

| Council / Publication | Description | Date |
|--------------------------------------|---|-------------|
| Gannawarra Connect newsletter | Full page article in the Economic Development section highlighting the campaign and a visit to Mildura to meet with federal Opposition representatives. | Oct / Nov |
| Swan Hill Council newsletter | Article detailing the council's May's resolution not to support further buybacks and involvement with the MRGC campaign. | 6 Oct |
| Campaspe Times newsletter | Campaign mentioned in the Mayor's column and half page article on page 3. | Oct-Nov |

ECONOMIC DEVELOPMENT

COUNCILS' #PUSHBACKBUYBACK CAMPAIGN CALLS TO STOP WATER BUYBACKS

The Murray River Group of Councils - which Gannawarra Shire Council is a member of - recently launched the #PushBackBuyBack campaign, which call for the Federal Government to halt plans to resume using buyback processes to seek additional water for environmental use across the Murray-Darling Basin.

As part of the campaign, full-page advertisements calling for the Federal Government to reconsider its stance on the issue were published in *The Age* and *Sydney Morning Herald*, with media promoting the campaign sent to more than 300 local, regional and national media contacts.

You can support the #PushBackBuyBack campaign by visiting www.mrgc.com.au/pushbackbuybacks/, and signing the online petition or using the letter templates to send your feedback to your local Member of Parliament or one of the five crossbench Senators.



GANNAWARRA'S WATER BUYBACK TALKS

Council Chief Executive Officer, Geoff Rollinson (above, centre) and Executive Manager Economic Development, Roger Griffiths (right) took the Gannawarra's concerns regarding the planned resumption of water buybacks for environmental purposes to Federal parliamentarians last month.

Mr Rollinson and Mr Griffiths travelled to Mildura to raise Council's concerns with key Federal Opposition representatives, including Shadow Minister for Water, Perin Davey (above, left), Senator for Queensland, Matt Canavan, Federal Member for Mallee, Dr Anne Webster MP (above, right) and Opposition Whip, Rowan Ramsay MP.



WHAT IS THE MURRAY-DARLING BASIN PLAN?

Signed into law in November 2012, the Murray-Darling Basin Plan is an agreement between the Federal Government and the State Governments the Murray-Darling Basin covers that determines how the water that flows through the Basin is managed to ensure its long-term health.

Irrigation farming is a key driver of the local economy. In 1995, when water trading commenced, the local area held around 340,000 megalitres of water rights. The impacts of trading, drought and government buybacks has seen this figure reduced by around 46 per cent. Further buy backs will see food costs increase as irrigation is reduced.

Since the implementation of the Murray-Darling Basin Plan, Council has worked to diversify the municipality's agricultural sector, with medicinal cannabis, free range poultry and eggs, intensive animal developments, mining and renewable energy projects developed.

We're Pushing Back on Water Buybacks

Water is the lifeblood of our communities. Agricultural production, food processing and associated businesses drive our northern Victorian economies. Together, the agriculture and food processing sectors in our region account for:

- One third of all economic output
- 43% of all local expenditure, and
- One in four jobs.

That's why Campaspe Shire Council, along with Gannawarra, Loddon, Moira, Mildura and Swan Hill councils, is part of the Murray River Group of Councils' (MRGC) advocacy campaign to keep local and affordable Australian-grown food on the tables of Australian families.

The MRGC's #PushbackBuybacks campaign, launched on 5 October, aims to stop the Water Amendment (Restoring Our Rivers) Bill 2023 from becoming federal law. If the Bill is passed, the Australian Government will reinstate water buybacks from farmers as part of the Murray Darling Basin Plan implementation.

Last time, water buybacks caused massive job losses, business closures and decimated communities across

northern Victoria. Water buybacks will also put at risk one of the nation's largest food bowls and add to cost-of-living pressures on Australian families. Water buybacks reduce water availability and increase input costs for farmers.

The flow-on effect is less production and availability of milk, dairy, grains and fresh fruit and vegetables, which would drive up the price of fresh produce and packaged food products at the checkout.

The MRGC supports the environmental outcomes the Australian Government aims to achieve through the Basin Plan but there are better alternatives to water buybacks. The water-saving and efficiency projects underway at Hattah Lakes and Gunbower Forest as part of the Victorian Murray Floodplain Restoration Project, are good examples.

To find out more about this issue of national importance and how you can get involved, including signing the petition, visit www.mrgc.com.au/pushbackbuybacks.



ENGAGEMENT OF POLICITIANs

Australian Parliamentary Senators

Correspondence

Correspondence was sent to all crossbench senators, including Senators Van, Lambie, Tyrrell, Thorpe and Pocock, inviting them to visit the MRGC to meet with MRGC representatives and speak with local farmers and industry leaders. This initial contact was followed up with a further invitation.

Senator David Van

Senator Van accepted the MRGC's invitation to visit and spent the day in the region on 20 October. He met with MRGC representatives at the Campaspe Shire Council offices, was briefed by the local water catchment management authority on a water efficiency project in Gunbower and met with dairy farmers and industry representatives at a dairy farm in Tongala.

In speaking to the Senate on 9 November about his visit to the MRGC region, Senator David Van said:

"The simplistic just add water approach of Restoring the Rivers Amendment is not the answer. We need to be walking hand in hand with the people who farm our land and waterways. We need to listen to their solutions. Not rely on city-based modelling to determine the future of our food crops and farming communities."

In mid-November, Senator Van contacted Cr Rob Amos asking what amendments the MRGC would like to see in the Bill.

On 29 November, Minister Plibersek and Senator Van jointly announced that the minister had agreed to several amendments to the Bill, in exchange for Senator Van's support.

In short, the amendments the minister agreed to included:

- the addition of water leases and lease-backs as options to recover the 450G of water for the environment
- a requirement for socio-economic impact assessments to be undertaken of any water purchase program and that these are reported on annually.

Senator Bridget McKenzie

In mid-November, Nationals Senator for Victoria Bridget McKenzie contacted MRGC Chair Cr Rob Amos about conveying the MRGC's key messages to parliament.



Meetings with Other Politicians

A number of local councils met with various politicians to raise their concern about water buybacks. For example, at the invitation of Dr Anne Webster MP, Gannawarra Shire Council representatives met with federal Opposition representatives, including Shadow Minister for Water, Perin Davey, Senator for Queensland, Matt Canavan, Federal Member for Mallee and Opposition Whip, Rowan Ramsay MP.

Senate Inquiry

The MRGC lodged a submission to the Senate Environment and Communications Legislation Committee Inquiry.

Owing to its united voice and collective strength, the MRGC was invited to present evidence at the Senate Inquiry public hearing in Canberra on 31 October 2023. MRGC Chair Cr Rob Amos and Campaspe Councillor Adrian Weston presented to the Inquiry in-person. They were supported by Ros Weadman, Executive Officer. A written submission was also provided to the Senate Inquiry public hearing.

Victorian Government

A letter was sent by the MRGC to the Victorian Minister for Water Harriet Shing requesting a meeting to discuss advocating for compensation and support options to Victorian communities impacted by changes to the Murray Darling Basin Plan. At the time of writing, a meeting with Minister Shing was being arranged with councils across rural and regional Victoria.

ENGAGEMENT OF LOCAL GOVERNMENT SECTOR

MRGC Chair Cr Rob Amos had discussions with several local government sector stakeholders and correspondence was sent to the following organisations to raise awareness of the campaign:

- Municipal Association of Victoria
- Rural Councils Victoria
- Australian Local Government Association
- Regional Cities Group

MEETING WITH MURRAY-DARLING BASIN PLAN AUTHORITY

MRGC representatives met with 11 representatives of the Murray-Darling Basin Authority in Echuca on Wednesday, 15 November. The meeting provided a good opportunity to convey the group's concerns. Authority Chair Sir Angus Houston acknowledged the widespread community concern about water buybacks.



RESULTS

Campaign Objectives

The Bill was passed by Parliament on Thursday, 30 November. While water buybacks remained, there were some positive outcomes achieved through amendments to the Bill. These amendments include:

- The inclusion of water leases as an option for water recovery, giving more flexibility to farmers
- a requirement for socio-economic assessments to be conducted of any water purchasing program and the reporting of these assessments annually.

Communication Objectives

The campaign aimed to create broad awareness and understanding of issues by the wider community. While research has not been conducted on attitudinal change, the below results show that the key messages of the campaign were covered in a variety of media outlets as well as via social media.

Media coverage

- More than 20 different media outlets, with a combined readership of more than 2.3 million readers, promoted the key messages of the campaign.
- More than 60 stories, including approximately 50 press articles, and 10 radio or television interviews were generated as a result of media releases issued. These figures are considered conservative as media monitoring did not cover the entire nation.
- Of those articles captured through media monitoring, there were two page 1 articles, four page 3 articles and good positioning of other articles within the early general news sections of the newspapers. There were more than 25 online articles.
- One letter to the editor, published in the *Riverine Herald* and *Campaspe News*, stated that the MRGC's campaign was misdirected as there was no evidence that buybacks cause negative impacts. A letter to the editor was submitted in response.

Social Media

- A total of 35 posts were published on Facebook, LinkedIn and Instagram.

Petition

- At the time of writing this report, the petition had received 89 signatures.



CONCLUSION

The mandate of the MRGC is to advocate on behalf of its communities on issues of importance to the region. This campaign not only sought to protect the social and economic interests of northern Victorian communities, now and into the future, it also strived to protect Australia's largest food bowl and the right of all Australians to have ongoing access to affordable Australian-grown fresh produce.

Although water buybacks will be reintroduced into legislation, the MRGC's collective voice played a role in influencing the debate among senators and shaping of the final amendments, including the addition of water leasing as an option of water recovery and inclusion of socio-economic impact assessments of water purchasing programs. These are positive outcomes for our farmers, industries, and communities.

Given the extent of media coverage across the MRGC region, it could be surmised that the campaign has not only raised awareness of issues regarding the Murray-Darling Basin Plan, it has also raised the profile of the MRGC and individual councils, including bringing more awareness to the important advocacy role local government plays on behalf of communities.

Through the engagement of industry stakeholders and politicians, the campaign has also strengthened existing, and established new, relationships with stakeholders and many Australian politicians that will serve the group well on advocacy priorities into the future.

To this end, the campaign has resulted in several positive outcomes of which we can be proud to have achieved through our collective resources and efforts.



8.3.2 MAV State Council - Motions

| | |
|---------------------------------|--|
| Directorate: | Office of the CEO |
| Responsible Officer: | Office of the CEO Support Officer |
| Manager: | Chief Executive Officer |
| Attachments: | Nil |
| Conflict of Interest: | In accordance with section 130 of the Local Government Act 2020, the officer preparing this report declares no conflict of interest regarding this matter. |
| Council Plan Reference: | Enablers Organisational strategy and performance |
| Other Strategic Context: | Advocacy Priorities |

1. PURPOSE

The purpose of this report is to bring forward motions for consideration by Council to be submitted to the Municipal Association of Victoria (MAV) State Council Meeting to be held Friday 17 May 2024.

2. RECOMMENDATION

That Council approve the submission of the following motions to the Municipal Association of Victoria State Council Meeting to be held Friday 17 May 2024:

1. Motion 1 – Grant opportunities for project scoping and feasibility.

That the Municipal Association of Victoria calls on the Victorian Government to widen the eligibility criteria of the grant programs available to Local Government to routinely include project identification, scoping, and feasibility analysis.

2. Motion 2 – Resourcing and support for appointment and retention of Municipal Building Surveyor.

That the Municipal Association of Victoria calls on the Victorian Government to develop a program to support councils in the recruitment and costs of retaining key building personnel, specifically Municipal Building Surveyors along with Building Surveyors and Inspectors required to enable councils to fulfill their statutory obligations under the Building Act 1993.

3. Motion 3 – Emergency Management Funding

That the Municipal Association of Victoria calls on the Victorian Government review current funding arrangements for Emergency Management practitioners, through the Municipal Emergency Management Resourcing Program to ensure it is appropriately allowing Council's to resource Emergency Management practitioners based on the risk to each Council or consider sourcing, training, and stationing Emergency Management practitioners in Councils, with access to State Government resources.

4. Motion 4 – Review of the Domestic Animals Act 1994

That the Municipal Association of Victoria calls on the Victorian Government review the Domestic Animals Act 1994 to address a range of issues, including the current crisis with respect to Animal Shelters and Pounds

5. Motion 5 – Artificial Intelligence Industry Working Group

That the Municipal Association of Victoria establish an industry working group to explore and advise on the current and future use of and opportunities for Artificial Intelligence applications and systems to assist in the delivery and decision-making processes within Local Government.

3. BACKGROUND

The Municipal Association of Victoria (MAV) is a membership association and the legislated peak body for local government in Victoria and is governed by the State Council body.

The State Council comprises delegates from each member council and its powers include the MAV strategic direction. To this end, the State Council meets twice a year, and invites member councils to submit motions for consideration that are in line with the MAV Rules of Association.

Motions must:

- Have already been the subject of a resolution made by that participating member Council;
- Be submitted not less than 60 calendar days before the Meeting;
- Be of such strategic relevance to the Association or of such significance to local government that it ought to be considered at the meeting; and
- not be repetitive in form or substance of a motion or item considered at the most recently held meeting of the State Council.

At the Council Briefing Session on 30 January 2024, discussions took place between Councillors and the Executive Team regarding the submission of the Early Motions listed in the discussion section below, to MAV. These motions are pending endorsement of Council.

4. DISCUSSION

The following motions have been prepared by officers for consideration:

Motion 1 - Grant opportunities for project scoping and feasibility

That the Municipal Association of Victoria calls on the Victorian Government to widen the eligibility criteria of the grant programs available to Local Government to routinely include project identification, scoping, and feasibility analysis.

Rationale: There is a bias within grant programs of both the State and Federal Governments toward supporting projects that are 'shovel ready'. Such programs contain eligibility criteria that limit the projects that can be funded to only those that have already been subject to significant funding and resourcing to scope and design and otherwise bring to a stage that they are ready to construct.

This tends to favour larger councils with the resources to invest in planning and feasibility assessments and with capital programs that are less reliant on grant funding to implement. This issue is exacerbated by the greater weighting given to projects with multiple partners across the

public and private sector. Securing agreements across multiple agencies and partners is also resource intensive adding to the cost and resource burden of councils to identify projects and bring them to shovel ready status.

Whilst there are some grant programs across government that do facilitate project design and feasibility such as the Local Sports and Infrastructure Fund (LSIF) which has specific planning stream, many other programs do not. The incorporation of a planning and feasibility stream as a routine or standardised component in the design of grant programs would greatly assist the ability of all councils to access these programs and ensure the objectives of the program are met.

Motion 2 - Resourcing and support for appointment and retention of Municipal Building Surveyors

That the Municipal Association of Victoria calls on the Victorian Government to develop a program to support councils in the recruitment and costs of retaining key building personnel, specifically Municipal Building Surveyors along with Building Surveyors and Inspectors required to enable councils to fulfill their statutory obligations under the Building Act 1993.

Rationale: It is becoming increasingly difficult for councils to attract and retain key building personnel and in turn meet councils' obligations and the Building Act 1993. It is well known that the Building Control system in Victoria is under considerable strain. One key issue is the shortage of qualified building surveyors and inspectors to undertake the work required to ensure buildings are construction in line with relevant standards and codes.

Councils are seeking to recruit and retain staff in competition with the private sector for decreasing number of qualified staff. However, unlike the private sector councils are unable to pass on the full cost of the service onto the consumer and in the current rate capping environments the ability of Councils to offer salaries and benefits that are competitive and attractive to the few staff qualified to fulfil the responsibilities of Local Government under the Building Act 1993.

There is an ever-increasing risk that councils will not be able to fulfill their statutory obligations in a timely way which has the potential to delay development and put at risk the governments housing supply targets. More importantly it potentially puts the health and safety of the public at risk.

Motion 3 – Emergency Management Funding

That the Municipal Association of Victoria calls on the Victorian Government review current funding arrangements for Emergency Management practitioners, through the Municipal Emergency Management Resourcing Program to ensure it is appropriately allowing Council's to resource Emergency Management practitioners based on the risk to each Council or consider sourcing, training, and stationing Emergency Management practitioners in Councils, with access to State Government resources.

Rationale: The current arrangements for Municipal Emergency Resourcing Program (MERP) funding are inadequate and not in keeping with the ever-changing Emergency Management landscape. As Governments continue to push more and more responsibilities onto Council's, resources are incredibly stretched. Inadequate funding for Emergency Management (EM) practitioners embedded in Council's means some regional councils share EM practitioners or use a significant portion of their own budget to appropriately staff Emergency Management teams. With the level of extreme weather events some local government areas are experiencing, Councils should be adequately resourced to respond to the ever-growing needs of its community, in complex and critical situations.

Further, Councils are finding it increasingly difficult to recruit qualified and experienced Emergency Management practitioners. It appears that there is shortage of those candidates within Victoria. This means that Council's either go without, or place inexperienced candidates which can often result in poorer Emergency Management outcomes. It also results in a fluctuating level of quality of response across the State. A new model could involve the Victorian State Government taking the

lead, recruiting, training and then placing EM practitioners within Councils, and would allow for better surge workforces to better handle Emergencies across the State.

Motion 4 - Review of the Domestic Animals Act 1994

That the Municipal Association of Victoria calls on the Victorian Government review the Domestic Animals Act 1994 to address a range of issues, including the current crisis with respect to Animal Shelters and Pounds

Rationale: Councils throughout Victoria are significantly concerned regarding the current state of the Animal Management systems, specifically the difficulties around running Shelters and Pounds. Public expectations around kill rates, onerous reporting requirements which demonstrate the significant issues within the system with little to no assistance from the State and no solutions to the crippling number of animals being surrendered or going unclaimed, particularly cats. A review of the Domestic Animals Act would assist, with a view to providing some flexibility for Council's with respect to rehousing and holding days required. The use of 84Y agreements are not the answer, and often cause more work for Councils, with repeat animals escaping, being returned with little to no intervention, and often resulting in poor animal management outcomes and injuries from dog attacks.

Animal registration fees do not meet the costs to fund Animal Management activities of a Council, and animal shelters and pounds result in a deficit for Councils each year, with no possible way of cost recovery.

Campaspe Shire Council, along with other Councils have seen significant challenges with adequately staffing our Shelter, with the talent pool being limited.

Other challenges within the Act – holding dogs while determining control measures post-conviction or following an appeal to VCAT with no way of recovering costs, requiring Councils to accept surrendered animals with no way of enforcing a fee for same, no requirement for animal owners to attempt to rehome animals before surrendering to Council, no ability for Council's to require improvement to fencing to properties without seeking a Court order, challenges with Restricted Breed Dog identification, onerous training requirements for temporary animal management staff, limited ability to issue notices to comply and poor animal noise complaint provisions are some areas which require review.

Motion 5 – Artificial Intelligence Industry Working Group

That the Municipal Association of Victoria establish an industry working group to explore and advise on the current and future use of and opportunities for Artificial Intelligence applications and systems to assist in the delivery and decision-making processes within Local Government.

Rationale: Artificial Intelligence (AI) is an emerging field of computer applications that can produce computer generated written and visual content based on key words, questions, and images as well as other advanced inputs. The most recent use in generating written and visual content has potential to assist business users in producing research and general content for use within a business or Local Government. This needs to be balanced with caution to confirm the content is accurate, formatted correctly and using correct syntax and grammar at a minimum.

As this is an emerging field, concerns need to be addressed as to the security, free use of content and possible release of confidential or sensitive information.

Presently there is minimal guidance from within State and Federal governments as to the appropriate use and management of this technology. Specific advice and direction is required within a Local Government context to explore the use of AI technology and potential future benefits in assisting key business decision making. Until this advice and potential endorsement is available the use of AI needs to be considered from a risk perspective and limited or not deployed at all until full understanding and controls are in place to manage the risks.

Risks include:

- Control of and access to saved content
- Ownership and use of generated content including copyright or other protections
- Future assisted decision making, who is accountable for the output, what controls are in place.
- Legal implications of AI use
- Risks to Local Government brand when using AI to communicate with general public and rate payers.
- Managing AI suppliers.

The scope could include:

- Reviewing current and future use cases for AI within a local government framework
- Review and advise on potential legal implication of using AI
- Review and advise on legal and social impacts of using AI to generate content
- Provide guidelines and updates on the selection, use cases, management and end user guidance for using AI
- Alignment, where needed, with state and federal government guidelines, security practices and best practice for utilising AI
- Training and implementation guidelines for implementing any AI based solutions

5. STAKEHOLDER ENGAGEMENT

Internal consultation:

- 10 January 2024 Executive Leadership Team

Councillors:

- 30 January 2024 Council Briefing Session

External consultation:

Not applicable.

Community Engagement

Council's Community Engagement Policy identifies the level of community engagement to be undertaken in accordance with the IAP2 framework. The level of community engagement undertaken was:

Not applicable.

Public Transparency Policy

Not Applicable.

6. LEGISLATIVE CONTEXT

- *Local Government Act 2020* (Vic)
- MAV Rules of Association (rule 17)

7. FINANCIAL AND OTHER RESOURCE IMPLICATIONS

The requirements of Section 9(2)(c) of *Local Government Act 2020* have been considered and no issues of ongoing financial viability of the Council have been identified within this report.

8. ENVIRONMENTAL IMPLICATIONS

The requirements of Section 9(2)(c) of *Local Government Act 2020* have been considered and no environmental sustainability issues including mitigation and planning for climate change risks have been identified within this report.

9. OPPORTUNITIES AND RISK

Risk management has been considered in the preparation of this report and no risks with a high or extreme rating have been identified in this process.

8.4 Communities

8.4.1 Fair Access Policy

| | |
|---------------------------------|--|
| Directorate: | Communities |
| Responsible Officer: | Recreation Project Officer |
| Manager: | Manager Active Communities |
| Attachments: | 1. DRAFT Fair Access Policy and Action Plan [8.4.1.1 - 5 pages] |
| Conflict of Interest: | In accordance with section 130 of the Local Government Act 2020, the officer preparing this report declares no conflict of interest regarding this matter. |
| Council Plan Reference: | Growing quality of life Inclusive, connected, culturally diverse and safe |
| Other Strategic Context: | Access and Inclusion Strategy Gender Equality Action Plan Municipal Public Health and Wellbeing Plan |

1. PURPOSE

The purpose of this report is to seek Council endorsement of the Fair Access Policy.

2. RECOMMENDATION

That Council adopt and endorse the Fair Access Policy

3. BACKGROUND

From 1 July 2024, the requirement to have a Fair Access policy in place will become an eligibility requirement for councils seeking to apply for community sport infrastructure funding from the State Government.

The purpose of this policy is to address known barriers experienced by women, girls, trans gender and gender diverse people in accessing and using community sports infrastructure.

While some of these barriers are physical, others are attitudinal. This policy has been written to support Campaspe Shire Council in addressing the known barriers while also ensuring we are in the best possible position to be successful with future funding applications.

Sport is a highly visible and valued feature of our municipality's culture and identity. The sport and active recreation sector provide opportunities for enriching our communities through the promotion of respect and fair mindfulness for all people, while also supporting the physical and mental wellbeing of all in our community. Council is well positioned to design and implement asset-based, integrated action plans that progress gender equality in community sport.

Previous Council Discussion

Not applicable.

4. DISCUSSION

The Victorian State Government has developed a reform agenda to address the traditional structures and way community sport and recreation organisations operate to change the systems that have perpetuated gender inequality. It involves the implementation of all nine recommendations from the 2015 Inquiry into Women and Girls in Sport and Active Recreation.

The Gender Equality Act 2020 requires Victorian organisations, including local councils, to take positive action towards achieving gender equality and to consider and promote gender equality in their policies, programs, and services.

Policies, programs and services that relate to community sport and recreation are considered to have a direct and significant impact on the public. As such, Local Governments are required under the Gender Equality Act 2020 to complete Gender Impact Assessments and to consider and promote gender equality in these community sport policies, programs and services.

The draft Policy and Action Plan has been established using the six principles outlined in the Fair Access Roadmap that was developed by the Office for Women in Sport and Recreation, Sport and Recreation Victoria and the Victorian Health Promotion Foundation (VicHealth) and outlines the key steps on this journey and provides guidance to fulfil these requirements.

This policy establishes the requirement that gender equality is considered and prioritised in all current and future planning, policy, service delivery and practice as they relate to community sports infrastructure.

5. STAKEHOLDER ENGAGEMENT

Internal consultation:

- 16 November 2023 Gender Equity and Action Group
- 10 January 2024 Executive Leadership Team

Councillors:

- 30 January 2024 Briefing Session

External consultation:

- The Office for Women in Sport and Recreation

Community Engagement

Council's Community Engagement Policy identifies the level of community engagement to be undertaken in accordance with the IAP2 framework. The level of community engagement undertaken was:

Inform: Communicate a change, focusing on why, when and how it will happen.

Relevant sporting clubs will be notified of the Fair Access Policy once adopted.

Public Transparency Policy

Not applicable

6. LEGISLATIVE CONTEXT

Local Government Act 2020 (Vic)

Victorian Charter of Human Rights and Responsibilities Act 2006 (Vic)

Equal Opportunity Act 2010 (Vic)

Gender Equality Act 2020 (Vic)

Victorian Disability Act 2020 (Vic)

7. FINANCIAL AND OTHER RESOURCE IMPLICATIONS

The requirements of Section 9(2)(c) of the Local Government Act have been considered and no issues of financial viability of the Council have been identified within this report.

8. ENVIRONMENTAL IMPLICATIONS

The requirements of Section 9(2)(c) of the Local Government Act 2020 have been considered and no environmental implications for the municipality have been identified within this report.

9. OPPORTUNITIES AND RISK

Opportunities:

The policy will guide the fair, inclusive and safe opportunities in sport and active recreation activities throughout the municipality by reducing barriers and creating new participation opportunities.

Risk:

Financial Risk

The risk of not adopting the policy will result in the inability to apply for community sport infrastructure funding from the State Government.

Fair Access Policy



Council Policy

1. Purpose

The purpose of this policy is to address known barriers experienced by women, girls, transgender and gender diverse people in accessing and using community sports infrastructure.

2. Scope

This policy applies to employees (including full time, part time, casual employees, agency staff and students). The policy is also applied in the management of contractors, volunteer groups, and consultants of Campaspe Shire Council.

The scope of the Policy is to support Council to take positive action towards achieving gender equity in the access and use of community sports infrastructure. This complies with the Gender Equality Act 2020, Local Government Act 2020 and the Public Health and Wellbeing Act 2008.

The Policy applies to:

- Any policies, programs, communications, and services as they relate to community sports infrastructure.
- All community sports infrastructure managed by Council.
- All community sports infrastructure managed by a Committee of Management on behalf of Council.

3. Policy Statement

Council is committed to progressively build the capacity and capabilities in the identification, and elimination of systematic causes of gender inequality in policy, programs, communications, and delivery of services in relation to community sports infrastructure.

Council will undertake the necessary and proportionate steps towards achieving gender equality in the access and usage of community sports infrastructure. This policy establishes Council's expectation that gender equality is considered and prioritised in all current and future Council recreation planning, policy, service delivery and practice as they relate to community sports infrastructure.

4. Principles

The Fair Access Principles have been developed by the Office for Women in Sport and Recreation, Sport and Recreation Victoria and VicHealth, in consultation with representatives from local government and the state sport and recreation sector. This Policy is based on the six (6) principles of inclusivity, including full participation, equal representation, encouraging and supporting user groups, and prioritising user groups committed to equality.

The principles supporting this policy are:

1. Community sports infrastructure and environments are genuinely welcoming, safe, and inclusive.
2. Women and girls fully participate in all aspects of community sport and active recreation, including as a player, coach, administrator, official, volunteer and spectator.
3. Women and girls will have equitable access to and use of community sport infrastructure:
 - Of the highest quality available and most convenient
 - At the best and most popular competition and training times and locations
 - To support existing and new participation opportunities, and a variety of sports.
4. Women and girls should be equitably in leadership and governance roles.
5. Encourage and support all user groups who access and use community sport infrastructure to understand, adopt and implement gender equitable access and use practices.
6. Prioritise access, use and support to all user groups who demonstrate an ongoing commitment to gender equitable access and use of allocated community sport infrastructure.

Council Policy

Council Policy

Council Policy

5. Definitions

Terms and definitions used in this policy include:

| Term | Details |
|---------------------------------|--|
| Committee of Management (COM) | For the purposes of this document, the Committees of Management are appointed under the Crown Land (Reserves) Act 1978 and responsible for the management of recreation reserves where community sport training and games are held. |
| Community Sports Infrastructure | Publicly owned local, rural, regional, or state level sport and recreation infrastructure operated and maintained primarily for the purpose of facilitating community sport activities, including sporting grounds, surfaces, facilities and pavilions. |
| Gender | How you understand who you are and how you interact with other people. Many people understand their gender as being a man or woman. Some people understand their gender as a mix of these or neither. A person's gender and their expression of their gender can be shown in different ways, such as through behaviour or physical appearance. |
| Gender Diverse | An umbrella term for a range of genders expressed in different ways. Gender diverse people use many terms to describe themselves. Language in this area is dynamic, particularly among young people, who are more likely to describe themselves as non-binary. |
| Gender Equality | The equal rights, responsibilities and opportunities of women, men, trans and gender diverse people. Equality does not mean that everyone will become the same, but that their rights, responsibilities, and opportunities will not depend on their gender. |
| Gender Equity | The provision of fairness and justice in the distribution of benefits and responsibilities on the basis of gender. The concept recognises that people may have different needs and power related to their gender and that these differences should be identified and addresses in a manner that rectifies gender related imbalances. |
| Gender Impact Assessments (GIA) | GIA's are a requirement under the Gender Equality Act 2020 to be carried out on policies, programs and services which have a direct and significant impact on the public. The assessment must evaluate the effects that a policy, program or service may have on people of different genders. |
| Regional Sports Assembly (RSA) | Regional Sports Assemblies provide volunteer support, information and training and development opportunities to local clubs in rural and regional Victoria. |
| Transgender, or trans | Someone whose gender does not only align with the one assigned at birth. Not all trans people will use this term to describe themselves. |

6. Acknowledgements

6.1. Traditional Owners

The Shire of Campaspe is the traditional lands of the Dja Dja Wurrung, Taungurung and Yorta Yorta Peoples. We respect and acknowledge their unique Aboriginal cultural heritage and pay our respect to their ancestors, descendants and emerging leaders as the Traditional Owners of this country. We acknowledge their living culture and their unique role in the life of this region.

Policy Information

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| Related Strategic Documents, Policies, or Procedures | Council Plan 2021-2025 Municipal Public Health and Wellbeing Plan Access and Inclusion Strategy 2020-2026 Gender Equality Action Plan 2022-25 | | |
| Attachments: | Not Applicable | | |
| Date Rescinded: | Click or tap to enter a date. or Not Applicable <input checked="" type="checkbox"/> | | |

| Approval History: Date: | Reason for review |
|--------------------------------|--------------------------|
| xx/xx/xxxx | New policy |

Currency: Documents are amended from time to time; therefore, you should not rely on a printed copy being the current version. Please consult the Campaspe Shire Council website to ensure that the version you are using is up to date. This document is available in alternative formats (e.g. larger font) if requested.

Council Policy

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Fair Access Policy Action Plan

| Action | Principle Addressed | Indicator of success | Partnership |
|---|---------------------|---|-------------------|
| Sporting Infrastructure and Environment | | | |
| Audit council owned and managed facilities to ensure safer and more inclusive infrastructure to improve the training and playing experience for women and girls (including change rooms, bathrooms and amenities, sports lighting, car parks, pathways, sensory rooms, prayer rooms etc.) | 1,3 | Minimum 5 facilities audited within 12 months from policy adoption. | Council Clubs COM |
| Council to incorporate Fair Access Principles into all future community sport and recreation facility design projects. | 1,2,3 | Implementation of Fair Access principles in future design projects. | Council |
| Seek relevant funding and grants to support with upgraded community sport and recreation infrastructure projects. | 1 | Successful funding applications through applying Fair Access principles. | Council Clubs |
| Priority is given to Community Grants and Community Equipment Grant applications that promote women's, girls and gender diverse participation. | 6 | Increased number of applications from clubs applying a gender lens. | Council Clubs |
| Governance | | | |
| Ensure completion of a Gender Impact Assessments for all new or upcoming renewals of any master plans, policies, strategies etc. | 1,2,3,4 | Reviewed internally by Gender Equity Action Group and externally by relevant associations and clubs. | Council Clubs COM |
| Continue to build capacity of Active Communities Department to apply a gender lens to business as usual and conduct best practice Gender Impact Assessments. | 1,2,3,4 | Officers to attend minimum two training sessions per year, facilitated internally or by partners (eg. MAV) to build capability. | Council |
| Council will support clubs to progress Gender Equity within their clubs through the provision of relevant resources and templates. | 5 | Increased club capacity through resource sharing and implementation. | Council Clubs |
| Usage and Allocation | | | |
| Review and update Lease and License, User Agreements and Service Level Agreements and incorporate Fair Access Principles where applicable. | 5 | Agreements reviewed annually to ensure Fair Access principles are being addressed. | Council |
| Council will encourage and support all user groups who access and use community sport infrastructure to understand, adopt and implement equitable access and use practices. | 5 | Increased acceptance of user groups the Fair Access Principles through resource sharing. | Council Clubs |
| Active Participation | | | |
| Council to assist with associations and clubs in providing training and | 2,4 | Increased number of women and girls holding | Council Clubs |

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| mentorship for women and girls to learn about leadership. | | leadership positions in associations and clubs. | RSA |
| Support, promote and or host 'Come and Try' days or sporting activations targeting women, girls and gender diverse groups. | 1,2,5 | Increased participation through Council communication to broader community. | Councils Clubs |
| Council will encourage and support all user groups who access and use community sport infrastructure to understand, adopt and implement equitable access and use practices by hosting education/information sessions with clubs. | 5 | Clubs attend minimum of one training session per year, facilitated by Council or partners (eg Regional Sports Assembly, Office for Women in Sport and Recreation). | Council RSA Clubs |
| Share upskilling opportunities through networks as they arise. Including council social media networks and newsletters. | 2,6 | Increased participation and acceptance of the Fair Access Principles. | Council Clubs COM RSA |
| Associations and clubs develop welcoming policies and practices. | 2,3,4,5,6 | Associations and clubs to develop welcoming policies and practices within 12 months of the Fair Access Policy being adopted. | Clubs |

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8.5 Corporate

8.5.1 C23054 - Wet & Dry Hire Of Plant Equipment- Panel of Suppliers

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|---------------------------------|---|
| Directorate: | Corporate |
| Responsible Officer: | Procurement Coordinator |
| Manager: | Director Corporate |
| Attachments: | 1. CONFIDENTIAL REDACTED - C 23054 - Extract from Evaluation Panel Report [8.5.1.1 - 4 pages] |
| Conflict of Interest: | In accordance with section 130 of the Local Government Act 2020, the officer preparing this report declares no conflict of interest regarding this matter. |
| Council Plan Reference: | Resilient protected and healthy natural environment Well managed resources for a sustainable future Well planned places Land and underlying infrastructure suitable for growing populations Ability to travel safely and easily by road and rail Enablers Plant and fleet management |
| Other Strategic Context: | Policy 126 - Procurement |

1. PURPOSE

The purpose of this report is to provide the necessary information to Council to enable it to consider an award of Contract C23054 – Wet & Dry Hire of Plant & Equipment – Panel of Suppliers

2. RECOMMENDATION

That Council:

1. Approve the award of tender C23054 – Wet & Dry Hire of Plant & Equipment – Panel of Suppliers to the 23 highest scoring tenderers as outlined in the confidential attachment to this report for a term of 3 years;
2. Authorise the Chief Executive Officer to exercise the option to extend the contract by 1 year at their absolute discretion;
3. Authorise the signing by the Chief Executive Officer of any documents which may be required to give effect to this resolution by Council;
4. Authorise the publishing of the successful tenderers' names on Council's website.

3. BACKGROUND

The intention of this tender is to establish a panel of suppliers to be utilised for Council projects, construction and maintenance work, quarry works, parks and garden activities and for emergency response and restoration works including those associated with Council's road works.

4. DISCUSSION

This contract will replace C21033 – Provision of Wet & Dry Hire of Plant & Equipment which expired 30 September 2023. This contract has been used extensively for council works and has proved to be an efficient and reliable means of plant and equipment hire.

An extract of the Tender Evaluation Report is provided in the confidential attachment to this report. Officers have completed a robust tender process and are recommending 23 suppliers for the panel.

The contract term is for 3 years, with a 1 X 1 year option. The expected spend for this contract is in excess of \$1million dollars and is a schedule of rates contract.

5. STAKEHOLDER ENGAGEMENT

Internal consultation:

- Works Manager
- Works Business Support Officer
- Works Supervisor
- Procurement

Councillors:

- 6 February 2024 Council Briefing Session

Community Engagement

Council's Community Engagement Policy identifies the level of community engagement to be undertaken in accordance with the IAP2 framework. The level of community engagement undertaken was:

Open tender process conducted, results to be placed on Council's website.

Public Transparency Policy

Not applicable

6. LEGISLATIVE CONTEXT

Local Government Act 2020 (Vic)

S108 Procurement Policy

7. FINANCIAL AND OTHER RESOURCE IMPLICATIONS

The expenditure under this contract is operational and will vary each year depending on authorised works.

8. ENVIRONMENTAL IMPLICATIONS

Not applicable

9. OPPORTUNITIES AND RISK

Opportunities:

This process was an open tender, this gives an opportunity for any business with the capability and capacity to participate in the tender.

Risk:

This supplier panel enables Council to have a supply of plant and equipment for hire to facilitate the works required to be utilised for Council projects. The panel provide consistent and reliable services.

8.5.2 Election Period policy

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|---------------------------------|--|
| Directorate: | Corporate |
| Responsible Officer: | Manager Governance and Risk |
| Manager: | Director Corporate |
| Attachments: | <ol style="list-style-type: none">1. Election Period Policy 152 Draft for Consideration [8.5.2.1 - 9 pages]2. 152 Election Period revised 20 April 2023 [8.5.2.2 - 6 pages] |
| Conflict of Interest: | In accordance with section 130 of the Local Government Act 2020, the officer preparing this report declares no conflict of interest regarding this matter. |
| Council Plan Reference: | Enablers Governance |
| Other Strategic Context: | Campaspe Shire Council Governance Rules |

1. PURPOSE

The purpose of this report is to seek Council endorsement of the Election Period Policy.

2. RECOMMENDATION

That Council adopt and endorse the Election Period Policy.

3. BACKGROUND

The current Election Period Policy was last revised on 18 April 2023 in conjunction with a review of the Governance Rules. The revised Policy was updated to more clearly articulate how Council will comply with its statutory requirements under section 69 of the *Local Government Act 2020* during an election period, and how Council can better communicate guidelines around decision making during the election period.

In preparation for the 2024 Local Government Elections, officers have taken the opportunity to further workshop clarifications to the policy with Council and now provide an updated policy for consideration and adoption.

Previous Council Discussion

The proposed Election Period Policy was presented to Councillors and workshopped at the Council Briefing held on 6 February 2024.

4. DISCUSSION

The proposed policy specifies the procedures intended to prevent Council from making inappropriate decisions, taking inappropriate actions, or using resources inappropriately during the election period. It places limits on public consultation and the scheduling of Council events and puts

in place procedures to ensure that access to information held by Council is made equally available and accessible to candidates during the election.

The policy facilitates the continuation of the ordinary business of Council throughout the election period and ensures the authority of an incoming Council is not restricted by decisions to which it may find itself unreasonably bound.

During the Council Briefing an amendment to the proposed policy was suggested to more clearly distinguish between item 4.6 *Use of Council resources*, and item 4.7 *Use of Council equipment*. The requested amendment has now been incorporated into the proposed Election Period Policy. The headings have been improved to differentiate between item 4.6 *Use of council resources for election campaign purposes is prohibited*, and item 4.7 *Use of Council equipment to facilitate normal Councillor duties*.

Responses to the queries put forward by Councillors in the briefing session are as follows:

- Does the proposed Policy meet the VEC Guidelines?
The proposed Policy incorporates the VEC requirement to provide a copy of the Councillor Information Kit to all candidates. The Policy also complies with Council's statutory requirements under the LGA 2020 – including:
 - s69 (Governance Rules to include Election Period Policy)
 - s223 (processing of Freedom of Information requests)
 - s177 (applying to Minister for a compliance exemption) and s304 (prohibition on Councillor or member of Council staff regarding electoral material).
- Did access to information appear in the previous Policy?
Yes, it was included in the previous Policy at 14.1 and 14.2. It is more clearly articulated in 4.9 of the proposed Policy.
- When will the proposed changes to electoral boundaries be notified? As advised by the VEC they will be determined in February 2024.
- Clarification regarding 4.6 and 4.7 – the amended headings now provide clear context (4.6 Use of Council resources for election campaign purposes is prohibited; 4.7 Use of Council equipment to facilitate normal Councillor duties).

5. STAKEHOLDER ENGAGEMENT

Internal consultation:

- Executive Leadership Team meeting held on 20 December 2023.

External consultation:

Not applicable

Community Engagement

Council's Community Engagement Policy identifies the level of community engagement to be undertaken in accordance with the IAP2 framework. The level of community engagement undertaken was:

Inform: Communicate a change, focusing on why, when and how it will happen (Community influence: Nil).

The election period policy provides clear guidelines for Councillors, staff and our community of the expectations and obligation for Councillors and staff during the election period.

Public Transparency Policy

The Election Period Policy supports the public transparency principles in promoting greater clarity around Council's decision-making process during the election period.

6. LEGISLATIVE CONTEXT

Section 69 of the *Local Government Act 2020* specifies that Council must include an election period policy in its Governance Rules and provides direction on what it must include.

7. FINANCIAL AND OTHER RESOURCE IMPLICATIONS

The Election Period Policy provides direction on the use of Council resources during an election period.

8. ENVIRONMENTAL IMPLICATIONS

Not applicable

9. OPPORTUNITIES AND RISK

Opportunities:

Updating this policy provides an opportunity to better ensure that general elections and by-elections are conducted in a manner that is ethical, fair, and equitable, and are publicly perceived as such.

Risk:

Council has a legislative responsibility to develop and include an election period policy in its governance rules. This review improves upon the previous policy providing more clarity to Councillors and council staff. Council already has an existing policy however, not adopting the updated policy risks providing less clarity to Councillors and staff to guide decision making, actions and use of resources during the election period.

Draft Election Period Policy 2024



Council Policy

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Council Policy

1. Purpose

This policy has been prepared in accordance with section 69 of the Local Government Act 2020 (Vic) (Act) which requires Council to include an Election Period Policy in its Governance Rules. It sets out the procedures to be applied by Council during the election period and has been developed to ensure that general elections and by-elections are conducted in a manner that is ethical, fair, and equitable, and are publicly perceived as such.

It specifies the procedures intended to prevent Council from making inappropriate decisions, taking inappropriate actions, or using resources inappropriately during the election period. It places limits on public consultation and the scheduling of Council events and puts in place procedures to ensure that access to information held by Council is made equally available and accessible to candidates during the election.

The policy facilitates the continuation of the ordinary business of Council throughout the election period and ensures the authority of an incoming Council is not restricted by decisions to which it may find itself unreasonably bound.

2. Scope

This policy applies to all Council staff, Councillors, and election candidates during the election period (also known as the caretaker period). The election period starts at the time that nominations for the election of Council close (known as nomination day). The election period for the 2024 elections will apply from 24 September 2024 until 6pm on election day, Saturday 26 October 2024, inclusive.

3. Policy Statement

Council is committed to ensuring that general elections and by-elections are conducted in a manner that is ethical, fair, and equitable, and are publicly perceived as such.

4. Principles

4.1 Accountability

This policy facilitates the continuation of Council's ordinary business throughout the election period in a responsible and transparent manner, in accordance with statutory requirements and established 'caretaker' conventions.

4.2 Council decision making

In accordance with section 69(2) of the Act, Council is prohibited from making any decision during the election period that:

- (a) Relates to the appointment or remuneration of the CEO, but not to the appointment or remuneration of an Acting CEO.
- (b) Commits the Council to expenditure exceeding one percent (1%) of Council's income from general rates, municipal charges, and service rates and charges in the preceding financial year.
- (c) Council considers could be reasonably deferred until the next Council is in place.
- (d) Council considers should not be made during an election period.

In accordance with section 69(3) of the Act, Council is prohibited from making any decision during the election period for a general election or a by-election that would enable the use of Council resources in a way that is intended to influence, or is likely to influence, voting at the election.

During the election period a Councillor, a Committee of Council, the CEO, or a Council employee acting under delegation will not:

- (a) Approve, amend, or repeal any policy, plan, or strategy, including those contained in or related to The Council Plan which has been adopted by Council; or
- (b) Use their position to influence Council employees, or access Council resources of information, in support of any election campaign or candidacy.

A Council decision made in contravention of the above is invalid under the Act.

Under the Act, any person who suffers any loss or damage as a result of acting in good faith on a Council decision that is invalid by virtue of this clause is entitled to compensation for that loss or damage.

4.3 Decisions made under officer delegation

Significant decision-making power is formally delegated to Council staff and the decision of a delegate is 'deemed to be a decision by Council'. Because a delegate's decision is the same as a Council decision, the same constraints apply. Before making any decisions under delegated authority during the election period, Council officers should carefully consider:

- The urgency of the decision – can it be deferred until after the election period?
- The possibility of financial repercussions if the decision is deferred.
- Whether the decision is likely to be controversial.
- Whether the decision is in the best interests of Council and the community.

Officers requiring assistance in determining whether a decision is likely to be inappropriate should seek advice from their respective Director in the first instance.

4.4 Election period statement

During the election period, the CEO will ensure that an 'election period statement' is included in every report submitted to Council for a decision. The election period statement will appear at the start of each item listed on the agenda and will take the following form:

This report is being considered during an election period. The recommended decision is not a prohibited decision in accordance with section 69(2) and (3) of the Local Government Act 2020, nor a significant decision within the meaning of Council's Election Period Policy.

OR

This report is being considered during an election period. The recommended decision is not a prohibited decision in accordance with section 69(2) and (3) of the Local Government Act 2020 but has been determined by the CEO to be a significant decision within the meaning of Council's Election Period Policy. An exemption is required for the following reasons (insert reasons for exemption).

In accordance with section 177 of the Act Council may resolve to apply to the Minister for Local Government for a compliance exemption if it is required to make a prohibited decision within the meaning of section 69(2) or 69(3) of the Act.

4.5 Public consultation, meetings, and Council events

4.5.1 Limited public consultation

Council will limit public consultation primarily to any consultation required under the Planning and Environment Act 1987 and matters subject to section 223 of the Local Government Act 2020. Public consultation may also be required in other circumstances to ensure that Council's normal activities are proactively managed. All public consultation will avoid any express or implied links to the election and will only be undertaken with the CEO's prior approval.

4.5.2 Public meetings and Council events

Public meetings and events coordinated by Council will not be held during the election period, unless the meeting or event cannot be rescheduled, and it would negatively impact Council or the community. Where it is deemed necessary to hold meetings or events during this period, prior approval is required by the CEO (as well as approval for running sheets and speeches). Where Council meetings or events are held during the election period, Councillors and candidates are not permitted to use events and meetings as forums for electioneering purposes and must not distribute election material.

In instances where a Councillor is invited to attend an external event or function in their capacity as a Councillor, roles are restricted to official duties only (where a Councillor would ordinarily perform such duties). These duties must be performed in line with organisational protocols and Councillors must not use these events for the purposes of electioneering. Invitations are 'in the capacity as Councillor' where it is coordinated/received via the Mayor and Councillor Support and when the invitee would not usually be invited in a private capacity.

4.5.3 Council meetings

Council meetings will continue to be open to the public and livestreamed during the election period, however the following adjustments will be made:

- Public question time will be suspended.
- Any questions that may be received will not be read out at the Council meeting and written responses will be provided.

Councillors will limit their discussion during debate to the topic under consideration and will avoid raising electoral matter.

4.6 Use of Council resources for election campaign purposes is prohibited

The use of Council resources including, but not limited to, vehicles, staff, services, property, equipment, stationery, websites, social media, and hospitality for any Federal, State or Council election campaign purposes is prohibited.

A Councillor or Council employee must not use Council resources to print, publish or distribute or cause, permit or authorise to be printed, published or distributed any electoral material during the election period on behalf of, or purporting to be on behalf of, Council unless the electoral material only contains information about the election process or is otherwise required in accordance with, or under, any Act or regulation.

Photographs or images paid for by Council or taken by Council staff must not be used in election material by any candidate or incumbent Councillor. This extends to images of Councillors, events, and any Council infrastructure. Equally, candidates are not authorised to use any Council images in connection with their campaign.

Council's logo, letterhead or any other Council branding may not be used for or associated in any way with a candidate's election campaign.

In circumstances where it is unclear if the use of Council resources is related, or may be perceived as being related, to a candidate's election campaign, the use should be referred to the CEO for a determination.

In accordance with section 304 of the Act, a Councillor or Council employee must not use Council resources in a way that is intended to or is likely to affect the result of an election under this Act.

4.7 Use of Council equipment to facilitate normal Councillor duties

Councillors may continue to use any Council equipment provided to them to facilitate their performance of normal Councillor duties, subject to existing protocols and terms of use.

Councillors must not use Council equipment as a resource to assist with election campaigns. Specifically, Council resources (including but not limited to fleet vehicles, computers, tablets, mobile telephones, offices, IT, meeting rooms, support staff, hospitality services, equipment and stationery) will be used exclusively for normal Council business during the election period and will not be used in connection with any election campaign.

4.8 Councillor Allowance and Reimbursement

Payment of Councillor allowances continues during the election period.

Reimbursement of Councillors' out-of-pocket expenses during the election period will only apply to costs that have been incurred in the performance of normal Councillor business and not for expenses that support or relate to a candidate's election campaign.

4.9 Access to Council Information and assistance to candidates

Council acknowledges that candidates expect Council to respond to their requests for information that relates to the election. Any such requests will be responded to equitably and as though all candidates have made the same request.

Consequently, all candidates will receive the same information. Incumbent Councillors will continue to receive information that is necessary to fulfil their Council roles. Where information relates to what could be considered an 'election issue' or is not required to fulfil duties as a Councillor, requests will be denied. The CEO's determination in the event of a dispute is final.

All candidates will be treated equally which means that any assistance and advice provided to candidates as part of the conduct of the Council election will be provided equally to all candidates. Neither Councillors nor Candidates will receive information or advice from Council employees that may improperly advantage candidates in the elections.

Council will provide candidates with a copy of a Councillor Candidate Information Kit produced by the Victorian Electoral Commission to assist them in running and nominating for Council. Candidates will also be provided with a copy of this policy. It will also be publicly available online.

4.10 Information Request Register

An Information Request Register will be maintained during the election period. Requests for information which require the use of significant Council resources in order to provide a response, or which might be perceived to support an election campaign, will be referred to the CEO for a determination.

4.11 Electoral Material

Electoral material is defined in the Act as an advertisement, handbill, pamphlet or notice that contains electoral matter.

Electoral matter means matter which is intended or likely to affect voting in an election but does not include any electoral material produced for the purposes of conducting an election. The definition is to be taken to be intended or likely to affect voting in an election if it contains an express or implicit reference to, or comment on:

- The election.
- A candidate in the election.
- An issue submitted to, or otherwise before, the voters in connection with the election.

Council employees are prohibited from printing, publishing, or distributing any advertisement, handbill, pamphlet or notice during an election period unless it has been approved by the CEO, their respective Director or the Manager Communications.

The publication of any material containing electoral matter is prohibited unless that material is only about the election process.

Publications which require approval include:

- Brochures, pamphlets, handbills, flyers, magazines, and books.
- Reports (other than agenda papers and minutes).
- Advertisements, newsletters, and notices except newspaper notices of meetings.
- New website material. Councillor contact information will remain available on the website during the election period, but Councillors' profiles will be removed.
- Social media publications including Facebook, Instagram, and Twitter posts.
- Emails with multiple addresses, used for broad communication with the community.
- Mass mail outs or identical letters sent to many people by or on behalf of Council.
- Media releases.
- Material to publicise a function or event.
- Any publication or distribution of speeches.

A publication is taken to contain electoral matter if it contains an express or implicit reference to, or comment on:

- The election.
- A candidate in the election.
- An issue submitted to, or otherwise before, the voters in connection with the election.

Any Council publications printed, published, or distributed during an election period must not include text that promotes Councillors re-standing for election. The Annual Report is not considered to be an advertisement, handbill or pamphlet, however it must not include matter that may be considered electioneering, or publicising attributes or achievement of individual councillors.

4.12 Council branding

No Council logos, letterheads, or other corporate branding will be used for, or linked in any way to, a candidate's election campaign.

4.13 Photographs and images

Photographs and images paid for by Council or taken by Council employees are not to be used in electoral material for any candidate. This includes images of Councillors, Council events and Council owned or maintained infrastructure.

4.14 Council spokesperson

It is recognised that during the election period it may be necessary to release information regarding Council's day-to-day business and events. During the election period the primary spokesperson for Council will be the CEO. Only the CEO or their delegate will speak on behalf of Council on matters relating to the election process. Media releases and speeches issued/delivered by the CEO will minimise references to specific Councillors and will not identify any Councillor in a manner that could promote a Councillor as an election candidate.

During the election period no Council employee may make any public statement that relates to an electoral matter unless prior approval has been obtained by the CEO or their delegate.

4.15 Councillor issued communication

No media advice or assistance may be provided by staff in relation to election campaign matters, or regarding publicity that involves specific Councillors.

Councillors are not permitted to use their position as elected representatives or their access to Council staff and other Council resources to gain media attention in support of their election campaign.

Councillors and other candidates are permitted to issue their own media releases provided they do not use Council resources - including email, logo or any branding, letterhead, or any Council-owned device. Councillors and candidates must make it clear that the views expressed are personal views only, and not the views of Council.

Councillors are not permitted to comment in an official capacity on any issues raised by the media during the election period. Any comments made to the media must be expressed as personal views only and not the views of Council.

Only Councillors in office may use the title of 'Councillor' in electoral material.

Councillors are not permitted to comment in an official capacity in respect of an electoral matter raised on social media during the election period. Nor are they permitted to use social media to respond, as Councillors, to election issues.

Councillors standing for re-election must carefully manage the use of their existing online profiles when utilising social media during the election period. Councillors are encouraged to set up separate accounts, pages, profiles, or presences in their capacity as election candidates.

Council resources (internet access, mobile telephones, Council logos) must not be used in connection with setting up or maintaining any social medial or online presence as candidates.

4.16 Council staff member standing for election

If a Council staff member stands for election as a Councillor for Campaspe Shire Council, they must:

- Take leave to stand for election to the office of Councillor (with leave commencing, at the latest, from the time of nominating as a candidate).
- If elected, resign as a Council staff member immediately upon being declared elected.

If a member of Council staff stands for election as a candidate in a state or federal election, they must:

- Advise the CEO of their candidacy in writing.
- Consider taking a leave of absence from the formal nomination date until election day.
- Seek advice from the Manager Governance and Risk to manage any possible real or perceived conflicts of interest.

4.17 Councillor standing as a candidate in a state or federal election

As soon as practicable after becoming a candidate in a state or federal election, a Councillor must advise the CEO in writing. The CEO will then notify all Councillors in writing as soon as practicable.

A Councillor standing as a candidate in a state or federal election is encouraged to take a leave of absence from the nomination date until Election Day.

If elected in a state or federal election, the Councillor must resign from their position as a Councillor of the Campaspe Shire Council immediately upon being declared elected.

4.18 Election signage

This part of the policy provides guidance in relation to the rules which apply to signage that promotes candidates in an election or relates to election issues.

The content of election signage must meet the requirements for election material under the Act.

4.18.1 Election signage on private land

Election signs are permitted on private land with permission from the owner of the land, without need for a planning permit, provided that:

- It is not located on road reserves - such as road pavement, median strips, traffic signals, electricity poles.
- It is stable and securely fixed to fences or poles on private land, and not attached to trees.
- The advertisement area does not exceed 5 square metres.
- Only one sign is displayed on the land.
- It is not animated or internally illuminated.
- It is not displayed longer than 14 days after the event is held, or three months, whichever is sooner.

4.18.2 Where signs cannot be placed (Council land)

Electoral signs are not permitted on roads, municipal buildings, reserves, or Council land, including any structures such as bus shelters and light poles within road reserves. An electoral sign is a sign which contains information relating to a political candidate or political party, which is being displayed as part of a state, federal or local election campaign.

Definitions are listed below, however in general terms, no electoral advertising is permitted on roads, parkland, or Council property.

No signage can be placed or erected on any Council road or reserve (including parks). This also includes any VicRoads road or reserve.

Mobile billboards (trailer types and signs that are placed in or on a vehicle) are not to be left standing/stationery. This type of signage must be mobile at all times. Vehicles (other than trailers) that are permanently sign written may display signage, provided that they meet parking legislation requirements including time limits.

The *Environment Protection Act 1970* (litter section) prohibits the placing of any form of advertising on the windscreens of vehicles anywhere (including public and private land). Banners and flags are also prohibited and are not to be attached to any fixtures located on any of the roads or reserves.

Council may remove non-compliant signs, where located on Council land, and retain them for collection by the candidate.

4.19 Misuse of position

Councillors are reminded that pursuant to section 123 of the Act, they must not misuse their position to:

- Gain or attempt to gain, directly or indirectly, an advantage for themselves or for any other person.
- Cause, or attempt to cause, detriment to the Council or another person.

Circumstances that constitute a misuse of position include:

- Making improper use of information acquired as a result of a position held.
- Disclosing information that is confidential.
- Directing or improperly influencing, or seeking to direct or improperly influence, a member of Council staff.
- Exercising, or purporting to exercise, a power, duty, or function with no authority to do so.
- Using public funds or resources in an improper or unauthorised manner.
- Participating in a decision on a matter in which the person has a conflict of interest.

5. Definitions

Terms and definitions used in this policy include:

| Term | Details |
|------------------------|--|
| Act | Local Government Act 2020 |
| Candidate | A person who has nominated as a candidate for an election under section 256 of the Act. |
| CEO | Chief Executive Officer |
| Community consultation | The process in which Council and the municipal community connect with each other to exchange views, ideas and information to inform decisions, build capacity, and strengthen relationships. |
| Election day | The day of the election determined under section 257 or 260 of the Act. |
| Election period | The period that starts at the time that nominations close on nomination day and ends at 6pm on election day. |
| Electoral material | Is defined in the Act as an advertisement, handbill, pamphlet or notice that contains electoral matter, but does not include an advertisement in a newspaper that is only announcing the holding of a meeting. |
| Electoral matter | Matter which is intended or likely to affect voting in an election but does not include any electoral material produced by or on behalf of the election manager for the purposes of conducting an election |
| Nomination day | The last day on which nominations to be a candidate at a Council election may be received. |
| Significant decisions | Any Council decision, including decisions by members of Council staff acting under delegation, given by Council during an election period for a general election that: May irrevocably commit the incoming Council to substantial expenditure or to other significant actions. May have irrevocable or significant impact on the municipality or a significant section of the community. |

6. Acknowledgements**6.1. Traditional Owners**

The Shire of Campaspe is the traditional lands of the Dja Dja Wurrung, Taungurung and Yorta Yorta Peoples. We respect and acknowledge their unique Aboriginal cultural heritage and pay our respect to their ancestors, descendants and emerging leaders as the Traditional Owners of this country. We acknowledge their living culture and their unique role in the life of this region.

Policy Information

| | | | |
|---|--|----------------------------|---------|
| Document Number: | ECM Number when finalised | | |
| Document Type: | Council Policy | | |
| Document Status: | Under Review | | |
| Policy Owner (by position): | Manager Governance and Risk | | |
| Internal Endorsement Required: | Not applicable | | |
| Final Approval By: | Council | | |
| Date Approved: | Click or tap to enter a date. | | |
| Evidence of Approval: | Minutes dated: Click or tap to enter a date. | | |
| Version | 1 | Frequency of Review | 4 Years |
| Review Date: | | | |
| Related Legislation: | Local Government Act 2020 Council Policy 058 Council Expenses Victorian Charter of Human Rights and Responsibilities Act 2006 Gender Equality Act 2020 Victorian Disability Act 2020 | | |
| Related Strategic Documents, Policies, or Procedures | Council Plan 2021-2025 | | |
| Attachments: | Nil | | |
| Date Rescinded: | Click or tap to enter a date. or Not Applicable <input checked="" type="checkbox"/> | | |

| Approval History: Date: | Reason for review |
|--------------------------------|--------------------------|
| Click or tap to enter a date. | |

Currency: Documents are amended from time to time; therefore, you should not rely on a printed copy being the current version. Please consult the Campaspe Shire Council website to ensure that the version you are using is up to date. This document is available in alternative formats (e.g. larger font) if required.

DRAFT

Council Policy

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Election Period Policy



| | |
|------------------------------|---------------|
| Council Policy Number | 152 |
| Date adopted | 18 April 2023 |
| Scheduled for review | 17 April 2027 |

Council Policy

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Council Policy

1. Purpose

- 1.1 The purpose of this Policy is to outline the conduct, functions and responsibilities of Council during the election period for municipal general elections to ensure that Council complies with its statutory obligations under section 69 of the *Local Government Act 2020* (the **Act**) and acts in a manner which is lawful, reasonable and able to withstand public scrutiny.

2. Policy Statement

- 2.1 Council is committed to fair and democratic elections and to implementing good governance practices in its decision making. Whilst certain types of decisions are prohibited during the Election Period, in the interests of transparency, this Policy facilitates the continuation of ordinary Council business during that period to ensure that the best interests of the community continue to be considered and that appropriate decisions are made.
- 2.2 Council agrees to function in accordance with this Policy during the election period.

3. Scope

- 3.1 This Policy applies to Councillors and Council staff during the Election Period irrespective of whether they are nominating as a candidate in the election or not. This policy addresses two fundamental policy principles:
- (a) Council decision making – to ensure that inappropriate decisions are not made during the Election Period; and
 - (b) Use of Council resources – to ensure that resources are used appropriately during the Election Period.

4. Responsibility of Councillors

- 4.1 Councillors are required to be mindful of their statutory obligations under section 123 of the Act which prohibits a Councillor from intentionally misusing their position either to gain an advantage or to cause detriment.

Part A – Council Decision Making

5. Election Period

- 5.1 In accordance with the Act, the 'Election Period' is defined to mean the period that starts at the time nominations close on nomination day and ends at 6:00pm on election day.
- 5.2 The term 'nomination day' is defined to mean the last day on which nominations to be a candidate at a Council election may be received.
- 5.3 Accordingly, the election period commences 32 days before the election, when nominations close, until 6:00pm on election day.

6. Decisions During the Election Period

- 6.1 It is an established democratic principle that elected bodies should not unnecessarily bind an incoming government during an Election Period. The Council therefore commits to the principle that it will make every endeavour to avoid making decisions that inappropriately bind the incoming Council.

7. Decisions Prohibited During the Election Period

- 7.1 During the Election Period Council must carefully consider whether a decision should be made or whether it should be deferred until after the election period so as not to unreasonably bind the incoming Council to that decision.
- 7.2 Council is prohibited under section 69(2) of the Act from making decisions during the Election Period that -
- (a) Relate to the appointment or remuneration of a Chief Executive Officer, but not to the appointment or remuneration of an acting Chief Executive Officer;
 - (b) Commit the Council to expenditure exceeding 1% of the Council's income from general rates, municipal charges and services rates and charges in the preceding financial year;
 - (c) The Council considers could be reasonably deferred until the next Council is in place; or
 - (d) The Council considers should not be made during an election period.
- (Major Policy Decisions).
- 7.3 This policy also prohibits any Council decision during the election period for a general election or a by-election that would enable the use of Council's resources in a way that is intended to influence, or is likely to influence, voting at the election.
- 7.4 Any person who suffers any loss or damage as a result of acting in good faith on a Council decision that is invalid by virtue of this provision is entitled to compensation from Council for that loss or damage.
- 7.5 Council will avoid making decisions during the election period which are considered to be of a significant nature either based on financial considerations or community impacts (Significant Decisions), except where the issue: -
- (a) is urgent;
 - (b) is necessary to fulfil statutory obligations;
 - (c) is necessary for operational purposes; or
 - (d) cannot be deferred without serious implications.
- 7.6 The Chief Executive Officer is responsible for determining whether an exception should be applied to enable the matter to be considered by Council.

8. Legislated Decisions

- 8.1 Council's limitations on making Major Policy Decisions and Significant Decisions during the Election Period do not extend to decisions required to be made under legislation to which specific timeframes may apply.

9. Election Period Statement

- 9.1 In order to assist Council with its commitment to appropriate decision making during the Election Period, the Chief Executive Officer will ensure that an "Election Period Statement" is included in every officer's report submitted to the Council for a decision.
- 9.2 The "Election Period Statement" will describe the status of each item, specifically relating to section 69 of the Act, confirming that the matter does not relate to a Major Policy Decision or Significant Decision.

Part B – Use of Council Resources

10. Use of Council Resources during an Election

- 10.1 Councillors and members of Council staff will comply with section 304 of the Act regarding the prohibition with respect to the use of Council resources during the Election Period.
- 10.2 That section makes it a criminal offence for a Councillor or member of Council staff to use Council resources in a way that is intended to or is likely to affect the result of an election under the Act.

11. Media and Publicity

- 11.1 Section 304 of the Act also prohibits Councillors or members of Council staff from printing, publishing or distributing electoral materials unless it is information which is only about the election process.

11.2 Publications:

- (a) Pamphlets, brochures, and newsletters relating to Council services / facilities / programs / projects will be reviewed, for material which may be construed as electoral matter. If these publications are found to contain electoral matter, they will be withdrawn from display/distribution during the election period.
- (b) The Annual Report will be produced to meet legislative requirements without reference to any electoral matter.

11.3 Website:

- (a) Council's website will be scrutinised by the Chief Executive Officer, during the election period. Councillor profiles will be modified – names, contact details and Council appointments will remain but information that could be construed as individual Councillor Policy statements will be removed for the election period. Other material on the website or links to material that might be considered as electoral matter will be reviewed. New material will be scrutinised by the Chief Executive Officer before publication while historical material will generally remain at the discretion of the Chief Executive Officer.

11.4 Media

- (a) Media releases and advertisements during the election period will focus on Council activities and services and will not contain electoral matter.
- (b) Any required speeches to be made on behalf of Council during the election period by the Mayor, Councillors, or Council staff will be approved by the Chief Executive Officer.

11.5 Councillors

- (a) This Policy does not restrict the ability of Councillors to issue media releases or make media comment in their own name (not referenced as Councillor or Cr) and using their own resources.

- 11.6 Council communications are a legitimate way to promote Council activities and services. It is important that all Councillors have access to the Council's communication resources to enable them to fulfil their elected roles. However, they cannot be developed or used in support of a candidate's election campaign.

11.7 During the Election Period: -

- (a) A Council employee must not make any public statement that could be construed as influencing the election. Statements of clarification may be required from time to time and these are to be made in accordance with the Media Liaison Procedure.
- (b) Council publicity and communications will be restricted to promoting normal Council activities and services and for informing residents about the conduct of the election.
- (c) No media advice or assistance will be provided to Councillors in relation to election campaign matters.
- (d) Councillors must not use their position as an elected representative or their access to Council staff and other Council resources to gain media attention specifically in support of an election campaign.
- (e) Ward meetings and newsletters are not to be arranged by Council during the election period.
- (f) Council logos or letterheads, Council branding including corporate colours or Council provided photographs must not be used by Councillors in any way that relates to an election.

12. Council Equipment and Facilities

- 12.1 Equipment and facilities provided to Councillors for the purpose of conducting normal Council business must not be used for campaigning purposes.

13. Councillor Expenses

- 13.1 Reimbursement of Councillors' out-of-pocket expenses during the Election Period will only apply to costs that have been incurred in the performance of normal Council duties, and not for expenses supporting or connected with a candidate's election campaign.

14. Other Matters

- 14.1 Council recognises that all election candidates have rights to access information, and that it is important that sitting Councillors continue to receive information that is necessary to fulfil their elected roles. Neither Councillors nor candidates will receive information or advice from Council staff that might be perceived to support election campaigns, and transparency will be observed and practised in the provision of all information and advice during the election period. Information and briefing material prepared by staff for Councillors during the election period will relate only to factual matters or to existing Council policies and services.
- 14.2 All such requests are to be issued through an Information Request Register which will contain the details of requests made and advice provided and is a public document. Such information will not relate to new policy development, new projects or matters that are the subject of public or election debate or that might be perceived to be connected with a candidate's election campaign. Only information that can be reasonably accessed will be released.
- 14.3 All requests for information are to be directed to the Director Corporate who will maintain a public register that records all requests made and the responses given.

15. Role of Council Staff

- 15.1 Council staff will not undertake any tasks connected directly or indirectly with a councillor or candidate's election campaign.

16. Politicisation of Meetings

- 16.1 During the election period there will be no Council policy formation or adoption, no censure of government departments or Ministers and Notices of Motions and General Business are not to be of a political nature.

17. Other Resources

- 17.1 The Council will ensure other Council resources are not used inappropriately in ways that may influence voting in an election or provide an undue advantage for a candidate. This includes financial, human and material resources.
- 17.2 Prior to the election period for any election the Chief Executive Officer will ensure that all members of Council staff are advised in regard to the application of these procedures:
- (a) Council staff will not undertake an activity that may affect voting in the election, except if it only relates to the election process and is authorised by the Chief Executive Officer; and
 - (b) Council staff will not authorise, use or allocate a Council resource for any purpose that may influence voting in the election, except if it only relates to the election process and is authorised by the Chief Executive Officer.
- 17.3 Any staff member who considers that a particular use of Council resources may influence voting in an election or provide an undue advantage for a candidate should advise their manager before authorising, using or allocating the resource. The manager will seek appropriate advice in order to ascertain whether the use of Council resources is in accordance with this statement.
- 17.4 In applying these principles, the Council understands that the following will be normal practice during Election Periods:
- (a) Public events will only be organised and run by Council if they are part of the normal services or operation of Council;
 - (b) Media services, including media releases, will not be provided for Councillors by the administration during the election period. The Mayor or Councillors will not be quoted in any media releases;
 - (c) Councillor newsletters will not be resourced by Council in any way during the election period;
 - (d) Neither the Council logo nor Council stationery will be used by Councillors in any way that relates to the election;
 - (e) Community engagement activities related to any electoral matter or likely to become an electoral matter or affect voting will be suspended during the election period, however other engagement activities relating to the day to day business of Council may continue.

Exclusions

Nil

Human Rights

This policy has considered and complies with the Human Rights and Responsibilities contained in the Victorian Charter of *Human Rights and Responsibilities Act 2006*.

Definitions

| | |
|-------------------------|---|
| Council: | the Campaspe Shire Council |
| Election Period: | as described in clause 5 of this policy |
| Major Policy Decisions: | as described in clause 7.2 of this policy |
| Significant Decisions: | as described in clause 7.5 of this policy |

Related Legislation

Local Government Act 2020

Related Policies, Procedures and Strategies

Council Policy 058 Council Expenses

Attachments

Nil

Review Period

Four years

Responsible officer

Manager Governance and Strategy

Administrative Updates

It is recognised that, from time to time, circumstances may change leading to the need for minor administrative changes to this document. Where an update does not materially alter the policy, such a change may be made administratively. Examples include a change to the name of a Council department, a change to the name of a Federal or State Government department, and a minor update to legislation which does not have a material impact. However, any change or update which materially alters this document must be by resolution of Council.

Approval History

| | | |
|---------|-------------------|---|
| Adopted | 28 January 2016 | Minutes Book Reference No 63 (Item 6.13) |
| Revised | 13 September 2016 | Minute Book Reference No 823 (Item 6.5) |
| Revised | 21 November 2017 | Minute Book Reference No 3382 (item 6.3) |
| Revised | 17 September 2019 | Minute Book Reference No 3516 (item 7.1) |
| Revised | 23 June 2020 | Minute Book Reference No 2209 (item 9.2) |
| Revised | 22 February 2021 | Administrative update to apply consistent references to Campaspe Shire Council ('Council') and the <i>Local Government Act 2020</i> |
| Revised | 18 April 2023 | Adopted by Council 18 April 2023 |

Chief Executive Officer:

Pauline Gordo

Date:

20 / 04 / 2023

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8.5.3 Community Satisfaction Survey Action Plan

| | |
|---------------------------------|--|
| Directorate: | Corporate |
| Responsible Officer: | Director Corporate |
| Manager: | Director Corporate |
| Attachments: | 1. Community Satisfaction Survey Action Plan Q2 Update [8.5.3.1 - 6 pages] |
| Conflict of Interest: | In accordance with section 130 of the Local Government Act 2020, the officer preparing this report declares no conflict of interest regarding this matter. |
| Council Plan Reference: | Growing quality of life Effective and efficient services available locally Inclusive, connected, culturally diverse and safe Enablers Governance |
| Other Strategic Context: | Community Satisfaction Survey Results Action Plan 2023 Local Government Performance Reporting Framework |

1. PURPOSE

The purpose of this report is to inform Council of the progress on implementation of initiatives against the Community Satisfaction Survey Action Plan, developed in response to the low performing areas of the 2023 Community Satisfaction Survey results.

2. RECOMMENDATION

That Council acknowledge the 2023 Community Satisfaction Survey Action Plan initiative update and quarterly report as attached.

3. BACKGROUND

At its May 2023 meeting, Council received the results of its 2022-23 Community Satisfaction Survey and authorised the Chief Executive Officer to develop an Action Plan to address the lower scoring results.

At its July 2023 meeting, Council endorsed the 2023 Community Satisfaction Survey Action Plan initiatives and resolved to receive quarterly reports on progress to implement the initiatives.

Previous Council Discussion

The Community Satisfaction Survey Action Plan Q1 Update Report was presented to the November 2023 Council meeting.

Quarter 2 progress updates were provided to the 6 February 2024 Council briefing.

4. DISCUSSION

The initiatives identified in the Community Satisfaction Survey Action Plan seek to address and improve public perception of Council's services and facilities. Without ongoing action, public perception and the Community Satisfaction Survey scores are likely to continue to decline.

The attached Community Satisfaction Survey Action Plan Q2 Update Report provides some detail on the progress and status of the Action Plan.

At the end of the quarter a summary of the status of the actions is as follows:

| | |
|-----------------|--|
| Completed | 6 (3 completed in this reporting period) |
| In Progress | 26 |
| Needs Attention | 0 |
| Not Started | 4 |

5. STAKEHOLDER ENGAGEMENT

Internal consultation:

- Managers were requested to update progress on 5 January 2024
- Executive Leadership Team reviewed progress 24 January 2024

Councillors:

- Briefing report for information 6 February 2024

External consultation:

- None undertaken on the report however community engagement on individual initiatives will have been undertaken where relevant.

Community Engagement

Council's Community Engagement Policy identifies the level of community engagement to be undertaken in accordance with the IAP2 framework. The level of community engagement undertaken was:

Nil (Community influence: Nil).

No specific community engagement has been undertaken on this report however the Community Satisfaction Survey was a phone-based survey engagement process which asked participants to respond to a series of questions around six 'core measures. These measures are identical for all participating Victorian councils and are used for benchmarking purposes.

In addition, to these core measures the 2023 Campaspe survey sought to better understand the importance and satisfaction of 24 individual services and facilities provided by Council, including:

- Waste Services
- Provision and maintenance of street trees, parks gardens and open spaces

- Public toilets
- Communication methods
- Youth services
- Arts and culture events, programs, and activities
- Local roads (sealed and unsealed)
- Maintenance and repair of footpaths and drains
- Library services
- Services for children, seniors, and people with a disability
- Sports ovals and other local sporting facilities
- On and off-road bike paths
- Outdoor and indoor pools
- Emergency management
- Animal management

Further the report examined Council's response and support to the community following the impact of the October 2022 floods. It also identifies the most important issues that our community believe Council should focus on to support recovery, specifically:

- Flood Mitigation
- Rebuilding roads and transport infrastructure
- Communication, consultation and engagement with the community
- Getting people back into their homes

Additional community engagement on individual initiatives in the Community Satisfaction Survey Action Plan will be undertaken where relevant.

Public Transparency Policy

Not applicable. While this report does not relate to any of the public transparency requirements as part of Council's Public Transparency policy, it provides insights to our community on Council's progress in delivering on our response to the Community Satisfaction Survey results through the identified actions.

6. LEGISLATIVE CONTEXT

Local Government Performance Reporting Framework

Local Government Victoria each year coordinates a Community Satisfaction Survey to rate the importance and performance of local government services across Victoria. While participation in the Local Government Victoria survey itself is optional, it has been Council's method of collecting and complying with our mandatory reporting obligations under the Local Government Performance Reporting Framework.

7. FINANCIAL AND OTHER RESOURCE IMPLICATIONS

Financial and non-financial resources required to implement the initiatives outlined in the plan have been considered. All initiatives are within current resources.

8. ENVIRONMENTAL IMPLICATIONS

There are no specific environmental implications of this report however individual actions may have environmental implications.

9. OPPORTUNITIES AND RISK

Opportunities:

Addressing the results of the Community Satisfaction Survey through the action plan is intended to address declining public perception of Council's services and facilities. An assessment of impact will be possible through conduct of the 2024-25 Community Satisfaction Survey before June 2024.

Risk:

Reputation Risk

The initiatives identified in the action plan seek to address and improve public perception of Council's services and facilities. Without action, public perception and the Community Satisfaction Survey scores are likely to continue to decline.

Q2 2023/24 Community Satisfaction Survey Action Update Report

| Flourishing local economy | | | | |
|---------------------------|---|--|-------------------|--|
| Flourishing local economy | | | | |
| # | Major Initiative | Measure | Q2 2023-24 Status | Comment for Council |
| 1 | Review the Communications Strategy for relevance, with emphasis on educating the community on what Local Government do, and services provided. | Communications Strategy Review completed and presented to Council for endorsement. | In Progress | New communications strategy under way, inclusive of 4 high level main strategic objectives' recognised and valued brand, review of communications tools for efficient and effective use in educating, engaging and informing community, internal communications are valued and prioritised, and community awareness of local upgrades/projects. |
| 2 | Deliver a centralised and consistent branding project to increase visibility of Campaspe's people, services, facilities and activities in collaboration with communication strategy review. | * Campaspe vehicles rebranded inline with communications strategy review recommendations. * Signage audit completed identifying former branding requiring removal. * Project construction site fence screening designed. | In Progress | Design and quotes for branding of Council vehicles has been supplied to Fleet for roll out. Signage Audit is a big piece of work and has been included in work plans for 2024. Additionally, work on a positioning statement for Council and the overall vision will underpin branding and marketing of Council, to be developed in line with a refreshed council plan and updated comms plan. |
| 3 | Develop pre-paid postcards for letterbox dropping at the completion of local projects (e.g. local street resheeting) that offer a few tick boxes and free text area for residents to return about how the project was communicated and delivered. | Post cards developed, incorporated in the project management process and rolled out for 5 projects. | In Progress | Refining the end to end process for this to ensure an authentic process for community members engaging in the feedback mechanism. Printed postcards may not be the most effective tool for garnering f/back - exploring a varied approach utilising QR codes and social media, as well as traditional methods of post. |
| 4 | Partner with local community champions to celebrate achievements and the benefits to our community from the delivery of projects, services, programs, grants etc. | 1 media campaign delivered per month incorporating community champions. | In Progress | We have started running a video reel, one per month of grant recipients, talking about their grant, how it has been used, promoting the grant application process etc. The first was the Plaza Theatre in Kyabram and we have 3 more in the pipeline, the next will be Echuca College, aware of spreading across the shire. We have developed social media graphics taken from the Notes of Appreciation in the council agenda to further promote positive feedback to council. We have also posted many updates via social media and through media releases on projects, programs and initiatives, far exceeding the one per month quota. |
| 5 | Commence the delivery of an upgraded Request Management system. | Request Management System upgrade commenced. | In Progress | Vendor agreement has been completed and engagement has commenced for detailed planning and resourcing model. |

| # | Major Initiative | Measure | Q2 2023-24 Status | Comment for Council |
|----|--|---|-------------------|--|
| 6 | Continue to update key technology systems to improve customer interactions, for both external and internal customers. | Transition to CiAnywhere for accounts payable and purchasing. | In Progress | Additional testing and issue resolution for the upgraded Purchasing and Accounts Payable modules are underway for deployment of the application in March 2024. |
| 7 | Deliver staff training on the use of the request management system. | * Refresher training on the use of Request Management provided to departments and staff who are identified as requiring this. * New staff who are expected to use Request Management to receive Request Management training within 2 months of commencement. | Completed | Refresher training conducted in Nov/Dec 2023. Training will form part of the induction process for new starters. |
| 8 | Deliver customer service training to council staff with technical roles to improve communication and customer interactions, including outlining council's Customer Service Charter delivery promise. | Training delivered. | In Progress | Mechanisms to facilitate this are being reviewed |
| 9 | Deliver staff training on IAP2 model with specific focus on the different engagement approaches. | Training delivered. | In Progress | Mechanisms to facilitate this are being reviewed |
| 10 | Develop and implement a post service request closure survey to understand the customers journey and opportunities for improvement in the process. | Survey developed, survey rollout plan prepared. Survey implementation completed in accordance with rollout plan. | In Progress | Mechanisms to facilitate this are being reviewed |
| 11 | Deliver livestream community information (Q&A) sessions | 6 sessions delivered | In Progress | We ran 2 live stream sessions on behalf of Vic SES during the flood event in the week commencing Jan 8, 2024. Both were well subscribed, with council monitoring. Will only utilise live stream for specific events with high community interest to ensure genuine audience participation. We have broadened our EMFM radio spots to include officers and managers as well as Councillors to spread the knowledge of council/ roles/ projects. We also continue to build our own video and social media streams, such as the recent video on correct storm and flood waste disposal as a more convenient alternative to a specific live stream event/time. |
| 12 | Review the customer experience journey across key community facing service areas, identifying touch points of weakness and improvement opportunities. | Review completed and reported to ELT. | Not Started | Recruitment of staff and staff being seconded to different departments has hindered this to date. A business case for a Customer Experience Officer has been submitted to address this work. |
| 13 | Review community grant funding agreement to incorporate increased recognition and acknowledgment of Council's contribution to supporting the event. | Review completed and reported to ELT. | In Progress | Work to review the grant process has commenced. |
| 14 | Investigate options for the establishment of community panels/reference groups and how they may be used to support improved community satisfaction with Council's services and facilities. | Investigation completed, options identified. | Completed | The Municipal Recovery Committee is a blend of agencies and community representation to drive the recovery for Campaspe Shire following the 2022 flood event. The Committee was formed by releasing an EOI which resulted in 4 community members being accepted onto the Committee. |

| # | Major Initiative | Measure | Q2 2023-24 Status | Comment for Council |
|----|---|--|-------------------|---|
| 15 | Increase the public face of the Council through Councillor /Executive community conversations/ listening posts. | 20 Sessions held (at least one per ward on a quarterly basis). | In Progress | CEO has offered to be available to any Councillor wishing to host a listening post. CEO & Directors have participated in many meetings with the community, businesses, LG groups and government agencies to lift Campaspe's profile and strengthen relationships. These include but are not limited to: Loddon Campaspe, Murray River and neighboring councils. Vic Pol, RDV, DEECA, DTP, EMV, ERV and NEMA. Hosted a number of forums, seminars and workshops for government departments, authorities, LG support organisations and Ministers. Met with numerous community groups and/or representatives from across the municipality. Met with, advocated for and sought feedback on relevant issues from businesses such as Fonterra, Greenhams, SITEC, Kagome, regional health organisations and more. Hosted meet & greet with businesses and local leaders and executive teams from Echuca & Kyabram with further sessions to be scheduled this year. |
| 16 | Complete the Toolleen Axedale Road widening project. | Road widening completed and project closed. | In Progress | Toolleen Axedale Road Widening and Safety Enhancement project been awarded by Council and site works are scheduled to commence in January 2024 per program. Works are expected to be completed late May. |
| 17 | Continue stage two of the Rushworth Streetscape renewal project. | Stage 2 works completed and project closed. | In Progress | Rushworth Streetscape Renewal Stage 2 is progressing well and is on schedule. A five-stage approach is being utilised to enable these works to be delivered efficiently and with the least disruption as possible to the community and property owners / traders etc. Stages 1& 2 are complete, Stage 3 (post office corner) is well advanced and Stage 4 is due to commence mid January. |

| # | Major Initiative | Measure | Q2 2023-24 Status | Comment for Council |
|----|--|---|-------------------|--|
| 18 | Deliver our road resheeting and resealing programs. | Road resheeting and resealing program for 2023/24 completed and project closed. | In Progress | <p>Sealed Roads Resealing Program _PR-100655 This Project is for the renewal of sealed road surfaces and the application of final seals to rehabilitated sealed road pavements across the municipality. This is a scope to budget project. Project carried over with asphalts to be completed. Construction completed - project reconciliation underway.</p> <p>Shire Sealed Road Resurfacing Program _PR-100822: This Project is for the renewal of sealed road surfaces and the application of final seals to rehabilitated sealed road pavements across the municipality. This is a scope to budget project. Construction completed - project reconciliation underway.</p> <p>Gravel road resheeting _PR-100735: Local Roads and Community Infrastructure (Stage 3) funded. Construction completed - project reconciliation underway.</p> <p>Gravel road resheeting _PR-100795: This project is for the renewal of gravel roads within the Campaspe Shire network that have reached intervention condition. Gravel Resheeting 23/24 is underway and progressing to program. PR-100799: Shoulder Resheeting. Works underway and progressing per program.</p> |
| 19 | Purchase new plant and equipment, made up of the following, to maintenance of roads and public open spaces: - One grader - Five Utes - Two truck and dog trailers - Tractor and roller - Prime mover and water cart - Fuel cart - Excavator and trailer - Four | New plant and equipment purchased. | In Progress | One ute, the tractor and prime mover have been delivered. All other items have been ordered and are pending delivery between February and May 2024 with the exception of the roller which is being built to order and is anticipated for delivery in November 2024. |
| 20 | Review the gravel roads maintenance program to incorporate a "zoned grading" approach and newly purchased plant and equipment for increased efficiency. | Review completed and Council briefed. | Not Started | Commencement of zoned grading was postponed during the Road Management Plan suspension in 2023. An internal review will occur in early 2024 by the Operations Team, with implementation expected to occur by June 2024. |
| 21 | Commence review of the Road Management Plan. | Review commenced. | Not Started | <p>Draft Road Management Plan for public exhibition:</p> <p>The Draft will complete to the Executive Leadership Team Review by June 2024 Briefing to Council by June / July 2024 Report to Council in July 2024</p> |

| # | Major Initiative | Measure | Q2 2023-24 Status | Comment for Council |
|----|---|---|-------------------|---|
| 22 | Complete storm water pump well renewal at Colbinabbin and Echuca. | Renewal projects completed at Gamble Court and Mt Terrick. | In Progress | Colbinabbin stormwater pump well project is complete. Echuca (Mt Terrick) pump well has been referred back to engineering as there may be an alternative solution. |
| 23 | Complete the Integrated Water Management project at the Echuca Aquatic Reserve drainage basin. | Works at the Echuca Aquatic Reserve completed and project closed. | Completed | The Integrated Water Management project at Aquatic reserve was completed in December 2023. The final acquittal has been submitted to the funding body. |
| 24 | Investigate and renew high priority rural drainage culverts in accordance with adopted budget. | Renewal works completed. | In Progress | Staff are completing last years program and plan to have the current year underway in the last quarter. |
| 25 | Complete a review of the drainage inspection procedure. | Procedure reviewed and signed by required parties, staff trained and WIS implemented. | Not Started | Review scheduled for commencement by February 2024 and action expected to be completed by 30 June 2024. |
| 26 | Complete the construction of Breen Ave Shared User Path (Kyabram). | Construction completed and project closed. | In Progress | Construction works on Breen Ave SUP have commenced though to date these have been limited to land owned and managed by Campaspe Shire Council. The balance of the path work, to be undertaken on land owned by Vic Track and leased to VLine, has been frustrated by the application and approval process which has been imposed on the project and the appointed contractors. Council Officers and the contractor continue to work towards meeting VLine's requirements and are hopeful of being able to start site works again in the 3rd quarter of 23/24. |
| 27 | Complete the Rushworth (Waranga) Rail Trail. | Construction completed and project closed. | In Progress | The Waranga (Rushworth Railtrail) has commenced construction with Stage 1, Vegetation Clearance, being completed late 2023. Stage 2 being the asphalt section of the path has been tendered and is under evaluation. The commencement of site work on Stage 2 has been delayed with additional and unforeseen heritage constraints potentially impacting. The outcome of this additional heritage review should be known by Feb'24. Stage 3/4 is the gravel path and bridge remediation works and this is due to be tendered in Feb'24. |
| 28 | Undertake a review of the shared path network across the shire. | Review completed and Council briefed. | In Progress | A project plan and scope has been developed. This will include a review of current infrastructure and identification of shared path networks and any key projects. It is expected to commence in February 2024 and be completed by June 2024. |
| 29 | Continue to review and update wayfinding signs across the shire. | Review completed and Council briefed on updates required. | In Progress | The Wayfinding strategy was reviewed in 2023 where a total of nine signs were identified from the Wayfinding Strategy for design, supply and installation. A project brief has been drafted to be included as a project in the 10 year capital works program. |
| 30 | Commence preliminary investigation and detail design for the Riverboat Dock to Victoria Park shared path. | Project scope and charter submitted. | In Progress | The detailed design of this project has commenced. |
| 31 | Complete the construction of the Echuca East Recreation Reserve pump bike track. | Construction completed and project closed. | In Progress | The contract has been awarded with works anticipated to commence in February 2023. |

| # | Major Initiative | Measure | Q2 2023-24 Status | Comment for Council |
|----|--|--|-------------------|--|
| 32 | Renew four existing public toilet facilities. | Construction completed and project closed. | In Progress | Toilets at Rochester, Echuca and Rushworth have been replaced under Local Roads and Community Infrastructure Program Phase 3. Apex Park Echuca will also be completed under LRCI Phase 4 along with a new facility at Colbinabbin. |
| 33 | Conduct a review on Council's response during the flood, including community consultation and engagement exercise, with a view to release an open report, with actions attached. | Review completed and reported to Council. | Completed | An internal After Action Review was conducted by ResilientCo and a report was released to Council staff. The report has 62 recommendations for improvements to systems and processes. Immediately following the review sessions, there was an apparent need for mental health support and a session with Dr David Younger, a clinical psychologist was booked for all of staff to attend. A working group has now been formed internally to work through the recommendations of the report and begin implementation. Consultation will be undertaken once the implementation strategy has been formed. Engagement will be critical to ensure community buy in to the strategies, processes and systems needed. |
| 34 | Establish a Recovery Hub, for a period of 2 years to ensure Community has access to services and support post floods. | Recovery Hub established and operational. | Completed | Recovery Hub has been established in Rochester, and is operating, servicing residents throughout the municipality. The Hub has seen around 2500 residents attend the Hub through its life span, and has a range of services available, including case work and mental health support. The Recovery Hub houses Council's flood recovery team and plays a pivotal role in supporting community following the 2022 flood event. Council is grateful to the State Government for providing the funds to allow the Council to establish the Hub. |
| 35 | Improve Council's internal preparedness to an Emergency, including its Emergency Management Structure, Policies and Procedures. | Preparedness review completed and recommendations reported to Council. | In Progress | Following the After Action Review conducted by ResilientCo, Council has 62 recommendations to work through to improve and strengthen our Emergency Management capabilities. Work has already commenced, with improvements made to the MEMO/MRM roles, and back end systems put in place to ensure we are responsive when required. Council now has a full time Emergency Management practitioner, and is strengthening relationships with service agencies like VicPol, CFA and SES. A working group has been established internally to drive this work forward. |
| 36 | Establishment of a Municipal Recovery Committee to guide Recovery, made up of community members and agency staff | Municipal Recovery Committee established. | Completed | Municipal Recovery Committee (MRC) has been established, comprising of agencies, community and Council Officers. An expression of interest was put out, attracting a number of engaged community members who otherwise would have not had an opportunity to contribute to the recovery efforts. The MRCs role is to adopt a recovery plan, which is now being drafted to replace the previous recovery plan, and to steer and guide recovery efforts, as well as raise issues and emerging trends. The recovery committee meets monthly |

| | |
|--|-----------------|
| | Completed |
| | In Progress |
| | Not Started |
| | Needs Attention |

8.5.4 Council Plan Actions

| | |
|---------------------------------|--|
| Directorate: | Corporate |
| Responsible Officer: | Director Corporate |
| Manager: | Director Corporate |
| Attachments: | 1. Council Plan Action Update - Q2 2023-24 [8.5.4.1 - 6 pages] |
| Conflict of Interest: | In accordance with section 130 of the Local Government Act 2020, the officer preparing this report declares no conflict of interest regarding this matter. |
| Council Plan Reference: | Enablers Governance |
| Other Strategic Context: | Council Plan Budget |

1. PURPOSE

The purpose of this report is to provide Council with the second quarterly update on the progress and achievement of implementation of the 2023/24 Council Plan Actions.

2. RECOMMENDATION

That Council receive and note the progress towards the year 3 actions of the Council Plan supporting implementation of the Council Plan Vision.

3. BACKGROUND

The 2021-2025 Council Plan (Plan) is Council's key strategic document for the term of the Council, which reflects the outcomes of stakeholder and community engagement. The Plan describes Council's strategic objectives, strategies for achieving the objectives and how the outcomes will be measured. This Plan sets a vision of 'Our places are vibrant and sustainable; our people are strong and supportive'. The Plan is supported by 48 initiatives funded in the 2023/24 Budget. Progress in relation to the implementation of the initiatives are reported to Council and the community quarterly. This report is the second quarterly report of initiatives funded under the 2023/24 budget.

Previous Council Discussion

The Council Plan Actions were adopted by Council in its 2023-2024 Budget.

First quarter progress on the actions was discussed in briefing on 14 November 2023 and reported to the 21 November 2023 Council meeting.

Quarter 2 progress updates were provided to the 6 February 2024 Council briefing.

4. DISCUSSION

The Council Plan responds to some of the key challenges facing Campaspe and many other rural and regional communities. Over each of the four years of the 2021-2025 Council Plan, a set of annual objectives is developed to address these risks and deliver Council's vision for our community.

The key challenges include:

- Water security for the agricultural industry
- High costs of inputs for industry
- Transport connectivity and access
- After-hours health care
- An ageing population
- Substance abuse
- Availability of tertiary education and training
- Cross-border regulation
- Climate change
- Waste minimisation and sustainable disposal
- Energy self-sufficiency
- Water sustainability
- Digital connectivity
- Housing availability and affordability
- Skilled workforce recruitment and retention.

All actions are due for implementation by 30 June 2024.

As part of the current and the previous reporting periods, the following initiatives have been completed:

Quarter 1 – Completed Initiatives

Well Planned Places

- Undertake a residential land review for the Shire

Quarter 2 – Completed Initiatives

Well Planned Places

- Continue to provide free access to outdoor pools in 2023-24.
- Implement communications media monitoring - to allow electronic monitoring of all media, including social media.

Resilient protected and healthy natural environment

- Incorporate sustainable water and energy use initiatives into the Victoria Park Multi-purpose building design.
- Complete the Integrated Water Management project at the Echuca Aquatic Reserve drainage basin.

Growing quality of life

- Additional library resources, both books and digital resources.

The attached Quarter 2 Council Plan Action Update Report 2023-24 provides a summary of the progress and status of the Council Plan Actions Year 3.

At the end of the quarter a summary of the status of the actions is as follows:

| | |
|-----------------|------------------------------|
| Completed | 6 (5 completed this quarter) |
| In Progress | 38 |
| Needs Attention | 0 |
| Not Started | 4 |

5. STAKEHOLDER ENGAGEMENT

Internal consultation:

- Managers requested to update progress on 5 January 2024
- Executive Leadership Team reviewed progress 24 January 2024

Councillors:

- Briefing report for information 6 February 2024

External consultation:

- None undertaken on the report however community engagement on individual initiatives will have been undertaken where relevant.

Community Engagement

Council's Community Engagement Policy identifies the level of community engagement to be undertaken in accordance with the IAP2 framework. The level of community engagement undertaken was:

Nil (Community influence: Nil).

No specific community engagement has been undertaken on this report however the 2023-24 budget went through a consultation process and additional community engagement on individual initiatives will be undertaken where relevant.

Public Transparency Policy

Not applicable. While this report does not relate to any of the public transparency requirements as part of Council's Public Transparency policy, it provides insights to our community on Council's progress in delivering on the Council plan actions identified in the 2023-24 budget.

6. LEGISLATIVE CONTEXT

Local Government Act 2020 (Vic)

Under Section 90 of the Local Government Act 2020 (the Act), Council is required to prepare and adopt a Council plan covering a 4 year period after a general election which includes Council's initiatives and priorities for services, infrastructure an amenity.

Section 94 of the Act requires Council to prepare and adopt a budget for each financial year which includes major initiatives identified by the Council as priorities in the Council Plan, to be undertaken during each financial year.

Section 98 of the Act requires Council to prepare an annual report in respect of each financial year which includes a statement of progress in relation to the major initiatives identified in the budget or a revised budget.

This report provides transparent quarterly update reporting on the initiatives that are being delivered by Council in the 2023-24 financial year, identified in the budget as delivering on the Council Plan, and ultimately to be reported on in the annual report.

7. FINANCIAL AND OTHER RESOURCE IMPLICATIONS

Initiatives in this report were identified and funded in the 2023-24 Budget.

8. ENVIRONMENTAL IMPLICATIONS

This report does not have any direct environmental implications however individual actions will have environmental, social or economic impacts. Some of the economic, social and environmental implications include:

- Echuca Aerodrome renewal and upgrade is expected to create economic opportunities through construction and new tourism opportunities, improved facilities, enhancing medical and regional connectivity and the inclusion of solar panels and rain gardens aligns with environmental sustainability goals.
- Echuca West Precinct Structure Plan provides a clear framework for development and planning.
- Toolleen-Axedale Road Widening and Safety Enhancement will support transportation and community safety.
- Rushworth Streetscape Renewal Stage 2 project aims to enhance the town aiming to create a more pleasant environment for residents and visitors.
- Stormwater Pump Renewal Program aims to improve stormwater management that will benefit the community.
- Sealed Roads Resealing Program can improve transportation, supporting economic activity and connectivity, benefiting residents.

9. OPPORTUNITIES AND RISK

Opportunities:

Council and our community have the opportunity to see material progress and understand the current status of Council Plan actions adopted in Council's 2023-24 Budget.

Risk:

Compliance Risk – Failure to transparently report on progress of the major Council Plan related initiatives in the Annual Budget would place Council in breach of its obligations under the Local Government Act.

Reputation Risk – Failure to deliver on Council Plan actions proposed in the annual budget would have a negative impact on the reputation of Council and impact the trust that our community have in Council's ability to deliver the services that they need.

Council Plan Action Update Report - Q2 2023-24

| Strategic Priority Area: | | Flourishing local economy | | |
|---------------------------|---|--|-------------------|---|
| Desired Outcome: | | Flourishing local economy | | |
| Strategy | # | Major Initiative | Q2 2023-24 Status | Progress Summary |
| Flourishing local economy | 1 | Commence the renewal and upgrade project at the Echuca Aerodrome. | In Progress | The Echuca Aerodrome Renewal and Upgrade project was awarded by Council in November 2023 and is on target to commence site works in January 2024 per program. The helipad is phase one of the works the runway upgrades to follow in March / April. |
| | 2 | We will undertake construction works at the Victoria Park Boat Ramp, including new retaining wall and accessible ramp. | In Progress | Works to the dry section of the boat ramp commenced in the November with a December completion. Remaining works to the boat ramp should commence in May 2024. |
| | 3 | Continue to implement upgrades to the Echuca Holiday Park identified through the master plan | In Progress | Upgrades to the Echuca Holiday Park identified in the master plan have continued. Completed projects include: the Playground and Waterplay (Splash Park) both of which are proving very popular. Three projects are under construction; stage 3 of the Synthetic Sites replacement program, ensuites for the Quad buildings, the Amenities block and 2 Accessible cabins. The cabin refurbishment specification has been completed and will go to tender in February 2024. |
| | 4 | Deliver an Echuca and District Livestock Exchange Strategy that will define the priorities and strategic objectives of the service for the future. | In Progress | Work has begun on developing a RFQ for a consultant to undertake the review and strategy. Information on Strategies for Livestock Exchanges from other Councils is being researched to inform scope of the RFQ and potential consultant(s) with the skills and capacity to undertake a review and deliver a strategy. |
| | 5 | Implement the Echuca West Precinct Structure Plan to encourage development of additional residential housing in Echuca. | In Progress | The planning department have issued the first permit for subdivision in the Echuca West PSP area. The permit was for 400 lots and will see the first on the ground development within the estate of Yallahah. The application includes a display home centre, open space network and waterway systems all connected through active transport links. A further two applications, to deliver over 2,000 lots are currently under assessment within the planning department. The Echuca PSP area was rezoned for residential development in late 2022 and with the issuing of the first planning permit will provide much needed residential land for the area. A review of the DCP and community infrastructure is also underway with the direction from the Minister as part of the PSP/DCP approval. |
| | 6 | Develop and implement the actions from the Economic Development and Tourism Strategy. | In Progress | Council was briefed on 28 November 2023 on the engagement report and provided with an update on the Strategy's progress. At its meeting on 12 December 2023, Council agreed to make the engagement report available to the public and to extend the time for completion of the Strategy to June 2024. Urban Enterprise has been appointed to develop the Strategy and has commenced work. |

| Strategic Priority Area: | | Resilient protected and healthy natural environment | | |
|---|----|---|-------------------|--|
| Desired Outcome: | | Resilient protected and healthy natural environment | | |
| Strategy | # | Major Initiative | Q2 2023-24 Status | Progress Summary |
| Resilient protected and healthy natural environment | 7 | Complete upgrades to skip bin loading bays at the Colbinabbin, Lockington and Toolleen Resource Recovery Centres. | In Progress | Tender open to construct in accordance with provided detailed design. 12/01/24 - Tender review panel has selected preferred supplier, works to commence shortly and scheduled to be completed by end of April 2024. |
| | 8 | Incorporate sustainable water and energy use initiatives into the Victoria Park Multi-purpose building design. | Completed | The design includes a number of water and energy initiatives including but not limited to, solar panels, batteries, rain gardens and water harvesting. |
| | 9 | Complete the Integrated Water Management project at the Echuca Aquatic Reserve drainage basin. | Completed | The IWM component of the project was completed in late December 2023. |
| | 10 | Develop an action plan for the implementation of the Urban Forest Strategy. | In Progress | Action plan to be developed as part of the Urban Forest Plan (UFP). UFP has been drafted and pending internal reviews will be presented at the March Council Meeting. |
| | 11 | Carry out sampling and testing on closed landfills to understand the environmental risks and identify remediation actions if required. | In Progress | 2 out of 5 sites have been sampled and are awaiting results. The remaining 3 sites are delayed until insurance issues with DEECA are resolved. 12/01/24 - Insurance issues have been and DEECA have given approval to commence sampling. |
| | 12 | Develop an Environmental Sustainability Design framework for Council projects. | Not Started | Integrated planning department to review and determine what is required that would have beneficial outcomes for Council and that aligns with Councils environmental strategy. |
| | 13 | Implement actions in accordance with the Domestic Wastewater Management Plan to minimise the impacts of domestic wastewater on human health, the natural environment and local amenity. | In Progress | |
| | 14 | Develop an emissions reduction plan to assist in the delivery of Council's Environmental strategy | Not Started | |

| Strategic Priority Area: | | Well planned places | | |
|--------------------------|----|--|-------------------|--|
| Desired Outcome: | | Well planned places | | |
| Strategy | # | Major Initiative | Q2 2023-24 Status | Progress Summary |
| Well planned places | 15 | Complete the Toolleen Axedale Road widening project. | In Progress | Toolleen Axedale Road Widening and Safety Enhancement project been awarded by Council and site works are scheduled to commence in January 2024 per program. Works are expected to be completed late May. |
| | 16 | Continue stage two of the Rushworth Streetscape renewal project | In Progress | Rushworth Streetscape Renewal Stage 2 is progressing well and is on schedule. A five-stage approach is being utilised to enable these works to be delivered efficiently and with the least disruption as possible to the community and property owners / traders etc. Stages 1& 2 are complete, Stage 3 (post office corner) is well advanced and Stage 4 is due to commence mid January. |
| | 17 | Complete storm water pump renewals at sites in Kyabram and Rochester | In Progress | PR-100810 Shire, Stormwater Pump Renewal Program. The scope of the project has been amended to be an evaluation of all pump sites within the Shire and the production of standardised drawings, specifications and maintenance schedules. The RFQ brief is being finalised and will be put to market late January. Please note the action above will be addressed as part of the broader project. |
| | 18 | Complete irrigation renewal projects in parks and gardens within Kyabram, Rochester and Echuca | In Progress | Requests for Quotation sought for all locations, including * Kyabram Service Centre * Mangan St, Tongala * Victoria Park, NRMA Holiday Park & Hopewood Gardens, Echuca Purchase Orders are being raised and works progressing. Renewal projects are on track for completion by the due date. |
| | 19 | Complete the Rushworth (Waranga) Rail Trail. | In Progress | The Waranga (Rushworth Railtrail) has commenced construction with Stage 1, Vegetation Clearance, being completed late 2023. Stage 2 being the asphalt section of the path has been tendered and is under evaluation. The commencement of site work on Stage 2 has been delayed with additional and unforeseen heritage constraints potentially impacting. The outcome of this additional heritage review should be known by Feb'24. Stage 3/4 is the gravel path and bridge remediation works and this is due to be tendered in Feb'24. |
| | 20 | Finalise the Echuca Aquatic reserve designs and pursue funding opportunities. | In Progress | It is anticipated the design and costings will be completed by the end of January in preparation for seeking grant opportunities. |
| | 21 | Finalise the Victoria Park Multi-purpose building design and pursue funding opportunities. | In Progress | The design is in the final stages with a completion date of end of January 2024. Council was successful with the EOJ under the Growing Regions fund and has progressed to a full application to be submitted by the 15 January 2024. |
| | 22 | Work with recreation reserve committees of management to identify sustainable infrastructure plans | In Progress | Officers have developed a schedule and commenced communication with the recreation reserve committee. |

| Strategy | # | Major Initiative | Q2 2023-24 Status | Progress Summary |
|----------|----|---|-------------------|--|
| | 23 | Complete the construction of Breen Ave Shared User Path (Kyabram). | In Progress | Construction works on Breen Ave SUP have commenced though to date these have been limited to land owned and managed by Campaspe Shire Council. The balance of the path work, to be undertaken on land owned by Vic Track and leased to VLine, has been frustrated by the application and approval process which has been imposed on the project and the appointed contractors. Council Officers and the contractor continue to work towards meeting VLine's requirements and are hopeful of being able to start site works again in the 3rd quarter of 23/24. |
| | 24 | Undertake a review of the shared path network across the shire. | In Progress | A project plan and scope has been developed. This will include a review of current infrastructure and identification of shared path networks and any key projects. It is expected to commence in February 2024 and be completed by June 2024. |
| | 25 | Deliver our road resheeting and resealing programs. | In Progress | <p>Sealed Roads Resealing Program _PR-100655 This Project is for the renewal of sealed road surfaces and the application of final seals to rehabilitated sealed road pavements across the municipality. This is a scope to budget project. Project carried over with asphalts to be completed. Construction completed - project reconciliation underway.</p> <p>Shire Sealed Road Resurfacing Program_PR-100822: This Project is for the renewal of sealed road surfaces and the application of final seals to rehabilitated sealed road pavements across the municipality. This is a scope to budget project. Construction completed - project reconciliation underway.</p> <p>Gravel road resheeting_PR-100735: Local Roads and Community Infrastructure (Stage 3) funded. Construction completed - project reconciliation underway.</p> <p>Gravel road resheeting_PR-100795: This project is for the renewal of gravel roads within the Campaspe Shire network that have reached intervention condition. Gravel Resheeting 23/24 is underway and progressing to program.</p> <p>PR-100799: Shoulder Resheeting. Works underway and progressing per program.</p> |
| | 26 | Continue to provide free access to outdoor pools in 2023-24. | Completed | The outdoor pools opened on the 25 November 2023 and are free to the public. |
| | 27 | Commence the delivery of an upgraded Request Management system. | In Progress | Vendor agreement has been completed and engagement has commenced for detailed planning and resourcing model. |
| | 28 | Purchase new plant and equipment, made up of the following, to maintain roads and public open spaces: - One grader - Five utes - Two truck and dog trailers - Tractor and roller - Prime mover and water cart - Fuel cart - Excavator and trailer - Four trucks | In Progress | One ute, the tractor and prime mover have been delivered. All other items have been ordered and are pending delivery between February and May 2024 with the exception of the roller which is being built to order and is anticipated for delivery in November 2024. |
| | 29 | Implement communications media monitoring - to allow electronic monitoring of all media, including social media. | Completed | Subscription to Meltwater commenced July 1, have finalised training and set up of monitoring framework and categories. Have finalised monthly reporting for ELT which is also be placed in the Council portal for Councilor viewing. |

| Strategy | # | Major Initiative | Q2 2023-24 Status | Progress Summary |
|---------------------|----|---|-------------------|--|
| Well planned places | 30 | Continued updating of Information Communications Technology security solutions. | In Progress | Vendor review and solution selection is underway. |
| | 31 | Continue to update key technology systems to improve customer interactions, for both external and internal customers. | In Progress | Meetings with internal business areas have commenced and will continue on a regular quarterly basis during the year. From these meetings, opportunities to continue or improve technology are being identified and will be further explored as they develop. Regular visits by IT representatives to council locations (eg. Depots, offices and care facilities) are underway to gather input from front line staff. This input will be captured into a log to be prioritised and further developed. |

| Strategic Priority Area: | | Growing quality of life | | |
|--------------------------|----|---|-------------------|--|
| Desired Outcome: | | Growing quality of life | | |
| Strategy | # | Major Initiative | Q2 2023-24 Status | Progress Summary |
| Growing quality of life | 32 | Deliver a Library Services Strategy that will define the priorities and strategic objectives of the service. | In Progress | Request For Quote for 5 year Strategy drafted ready to be put out by 2nd Feb, with successful consultant to commence 25/3/2024 and completed by 31/8/24. |
| | 33 | Deliver stage 2 of the Rochester Early Learning centre redevelopment to meet childcare demand in the Rochester district. | In Progress | Stage 2 commencement has been delayed due to approvals processes. Completion this Financial Year is still anticipated. |
| | 34 | Develop a multi-year action plan for the Municipal Early Years Plan 2023-25. | In Progress | 2023-24 implementation plan developed in conjunction with the Campaspe Early Years Network. Work will commence Q4 to consider any actions requiring carry over, and to develop the 2024-25 plan. |
| | 35 | Work in partnership with the Department of Education to review the Kindergarten Infrastructure and Services Plan, which will define kindergarten infrastructure demand across the municipality. | In Progress | Campaspe Shire Council officers and the Department of Education met in December 2023 to discuss revised demand data supplied by the Department of Education. Localised information about the municipality will be prepared by officers for inclusion in the draft revised KISP document. This process remains live. |
| | 36 | Implement actions arising from audits on the cultural safety of Council's Maternal and Child Health and Centre Based Care services. | In Progress | There is significant demand for Cultural Safety audits and Campaspe Shire Council's early years and library services remain on a waiting list at the local level for formal audits to be conducted. In the meantime, services and staff continue to prioritise inclusion principles to work to improve the Cultural Safety of our services and facilities. |
| | 37 | Establish an Outdoor pool calendar of events in collaboration with local community groups. | In Progress | Officers are working in collaboration with community groups to deliver a range of activities at the outdoor pools for the season. This includes rotation of the inflatables where possible. |
| | 38 | Work with community groups to increase activities at stadiums, including provision of Council run programs for community participation. | In Progress | Officers are working in collaboration with Healthy Lodden Campaspe to activate the three stadiums. It is anticipated that a pilot program will commence in February 2024. |

| Strategy | # | Major Initiative | Q2 2023-24 Status | Progress Summary |
|-------------------------|--|---|--|--|
| Growing quality of life | 39 | Complete the renewal and upgrade of the Rushworth Service Centre and Library. | In Progress | We are working towards the Certificate of Occupancy being issued in February 2024, enabling the Centre to be open and fully operational by March 2024. |
| | 40 | Implement the Arbovirus program throughout the active season (typically November to March). | In Progress | Council's mosquito program commenced in October 2023 and to date the following has been completed: <ul style="list-style-type: none"> •Minimum of four traps set weekly at 8 locations across the municipality. •Larval treatment and surveillance of mosquito breeding sites across the municipality, particularly in those impacted by floods and high rain fall. •Residual spraying in Gunbower, Echuca and Rochester at public locations and areas where people gather. •Adult spraying at high-risk locations, based on trap numbers. •Plan for spraying prior to community events held on council land. |
| | 41 | Develop a Cultural Diversity Plan | Not Started | |
| | 42 | Continue to develop Place Based Plans for communities. | In Progress | Rochester: Validation process is in progress. Expecting to have the plan finalized by 30 January 2024. Expecting to seek Council endorsement early 2024. Colbinabbin: Commencing delivery in late 2023, early 2024. Stanhope: delivery is in progress. Rushworth: Plan will be validated in early 2024 prior to Council endorsement. Kyabram: delivery is in progress. Lockington & Echuca will be progressed early 2024. |
| | 43 | Develop township facilities plans for Kyabram, Tongala and Colbinabbin | In Progress | Review of methodology and approach being undertaken as part of Integrated planning approach for the municipality. |
| | 44 | Increase the contribution made to Department of Energy, Environment and Climate Action (DEECA) halls to \$2,000 per hall. | In Progress | Contributions will be distributed to the halls in the 3rd quarter of the year. |
| | 45 | Increase in the Grant Program for Community Houses | Not Started | Officers are currently reviewing the intent of this initiative. |
| | 46 | Additional library resources, both books and digital resources | Completed | Additional funding was allocated in the 2023-24 budget. Expenditure is on track for both with all standing order plans for physical and digital items in place, as well as commitment spend on major book suppliers. |
| 47 | We will review and update the 10-year Finance Plan | In Progress | The 10 year Finance Plan will be reviewed and updated to reflect the current economic outlook as part of the 2024/25 budget process. | |

| | |
|--|-----------------|
| | Completed |
| | In Progress |
| | Not Started |
| | Needs Attention |

8.5.5 Award of C24001 – Echuca Village, Bangerang Road Pavement Rehabilitation

| | |
|---------------------------------|---|
| Directorate: | Corporate |
| Responsible Officer: | Procurement Coordinator |
| Manager: | Director Infrastructure |
| Attachments: | 1. CONFIDENTIAL REDACTED - C 24001 - Registration of Tender Opening Extract [8.5.5.1 - 1 page] |
| Conflict of Interest: | In accordance with section 130 of the Local Government Act 2020, the officer preparing this report declares no conflict of interest regarding this matter. |
| Council Plan Reference: | Resilient protected and healthy natural environment Well managed resources for a sustainable future Well planned places Ability to travel safely and easily by road and rail |
| Other Strategic Context: | Road Management Plan Procurement Policy - 126 |

1. PURPOSE

To provide the necessary information to Council to enable it to consider an award of Contract C24001 – Echuca Village, Bangerang Road Pavement Rehabilitation.

2. RECOMMENDATION

1. That Council delegate authority to the Chief Executive Officer to award Contract C24001 - Echuca Village, Bangerang Road Pavement Rehabilitation, to the value of the preferred tenderer's submission noting:
 - 1.1. That most of the works will be funded through the Disaster Relief Funding Arrangements.
 - 1.2. That the betterment portion will be funded from the allocation of betterment funding through the Victorian Priority Betterment Program.
2. That Council endorse that any balance outside of that claimable through the above sources will be funded from Council's Asset Renewal Reserve, noting that the estimate is approximately \$50,000.

3. BACKGROUND

This section of sealed road pavement at Bangerang Road, Echuca Village has been identified as being in a poor condition and is impacting the serviceability of the road, this was significantly impacted by the October 2022 flood event. This road is now in a state requiring rehabilitation and upgrading to current design standards.

The works will involve rehabilitating the road pavement and seal, culvert extensions, and culvert replacements, including guard rail installation and tree removal for Bangerang Road, in accordance with an approved design.

This project is scoped for the construction works for the rehabilitation of the identified road sections between Looker Road and Stewarts Bridge Road to ensure that Council's service levels are met and that the road pavements and seals are fit-for-purpose in accordance with Council Policy 91 – Sustainable Asset Management. The renewal work will involve replacing the above identified components to accord with Council's infrastructure standards on a “like for like” basis. The project is being delivered under the flood recovery program and is funded externally by the Disaster Recovery Funding Arrangements (DRFA). It should be noted that some of the works are considered betterment and may not be eligible for DRFA. Information on how these are proposed to be funded if they are not DRFA approved can be found in section 7 of this report.

Previous Council Discussion

6 February 2024 – Council briefing session.

4. DISCUSSION

These works are a high priority as the road pavement is in a bad state with traffic speed reduced to 40km per hour. This contract needs to be awarded promptly (before the next council meeting) to enable completion of works to provide for safer travel before the wet weather in the middle of the year. At the time of writing this report, the tender assessment process has not yet been completed. The full list of tenderers currently being assessed is provided as a confidential attachment to this report. The recommendation is for Council to authorise the CEO to award the contract to the preferred tenderer at the completion of the tender assessment process, noting that the contract will cost over \$1million and therefore requires Council approval to award.

5. STAKEHOLDER ENGAGEMENT

Internal consultation:

- Director Infrastructure
- Infrastructure Development Coordinator
- Design Coordinator
- Project Manager

Councillors:

- 6 February 2024 – Briefing session

External consultation:

- Emergency Victoria

Community Engagement

Council's Community Engagement Policy identifies the level of community engagement to be undertaken in accordance with the IAP2 framework. The level of community engagement undertaken was:

Open tender process conducted, results to be placed on Council's website.

Public Transparency Policy

Not applicable.

6. LEGISLATIVE CONTEXT

Local Government Act 2020 (Vic)

S108 – Procurement Policy

7. FINANCIAL AND OTHER RESOURCE IMPLICATIONS

There is no pre-approved budget for these works. Works are completed according to DRFA guidelines and reimbursed at their completion. At the time of writing this report Council are not clear if the DRFA funding will cover the 'betterment' portion and vegetation offsets.

The betterment portion represents upgrade works to the current standards for roadside safety barrier works and is estimated at \$230,000 excluding GST and these funds are proposed to be funded out of the \$1million in betterment funding allocated to Campaspe Shire under the Victorian Priority Betterment Program which was jointly funded through the Commonwealth-State Disaster Recovery Funding Arrangements (DRFA) in August 2023. The estimate for the offsets for the removal of native vegetation is \$50,000 and cannot be claimed as betterment funding. If this is not approved under DRFA funding, council will need to fund these offsets from the Asset Renewal Reserve.

8. ENVIRONMENTAL IMPLICATIONS

Not applicable.

9. OPPORTUNITIES AND RISK

Opportunities:

This process was an open tender, this gives an opportunity for any business with the capability and capacity to participate in the tender.

Risk:

Asset Risk

Reputation Risk

The community have an expectation that Council will repair the roads to a safe condition.

8.5.6 Budget 2024/25 - Endorse fees and charges

| | |
|---------------------------------|--|
| Directorate: | Corporate |
| Responsible Officer: | Manager Finance and Investment |
| Manager: | Director Corporate |
| Attachments: | 1. 2024-25 Draft Fees and Charges - Excised [8.5.6.1 - 21 pages] |
| Conflict of Interest: | In accordance with section 130 of the Local Government Act 2020, the officer preparing this report declares no conflict of interest regarding this matter. |
| Council Plan Reference: | Growing Quality of Life Effective and efficient services available locally Enablers Financial Services |
| Other Strategic Context: | Budget Financial Plan |

1. PURPOSE

To seek Council endorsement to undertake a public consultation process on the draft 2024/25 fees and charges.

2. RECOMMENDATION

That Council

1. Endorse the undertaking of a public consultation process on the draft 2024/25 fees and charges over a period of three (3) weeks, commencing 21 February 2024.
2. Note that a report will be provided to Council on the public submissions received during the public consultation process at the 26 March 2024 Council Briefing, prior to Council being presented with the draft 2024/25 fees and charges to consider for adoption at its 16 April 2024 meeting.

3. BACKGROUND

For the 2024/25 financial year, Council is developing and considering its proposed fees and charges separate from the operating budget and rates consultation process.

As part of the budget process, Council staff have prepared a draft 2024/25 fees and charges based on internal stakeholder engagement, as well as through initial Councillor feedback via the Briefing session held on the 30 January 2024.

The fees and charges are ready for a public consultation process and this report is to seek endorsement to proceed with the public consultation which will involve putting the fees and charges out for public comment.

Previous Council Discussion

Initial Council briefing was held 30 January 2024 between ELT and Councillors to review the initial draft of fees and charges for the 2024/25 financial year.

Changes discussed in the briefing, listed below, have been revised in the draft fees and charges attached to this report:

- *Yard Due Fees (Per Head) – Page 8 of 21*
 - Disposal of stock Amended from \$108.00 to \$110.00
- *Yard Due Fees (Per Head) – Page 8 of 21*
 - Bulls Amended from \$20.00 to \$22.00
- *Freedom of Information (FOI) Fees – Page 18 of 21*
 - Application fee Drop from \$32.00 to \$31.80 is correct.

Changes identified post-brief meeting held on the 30 January 2024, listed below, have also been revised in the draft fees and charges attached to this report:

- *Aerodrome Meeting Room Fees – Page 3 of 21*

Reason – To align with Facility Hirer’s insurance per booking fee of \$30.00 on page 11 of 21 of the 2024/25 fees and charges

 - Meeting room hire insurance Amended from \$25.00 to \$30.00
- *Echuca East Community Facility Fees – Page 13 of 21*

Reason – To align with Facility Hirer’s insurance per booking fee of \$30.00 on page 11 of 21 of the 2024/25 fees and charges

 - Hall hire insurance Amended from \$25.00 to \$30.00
- *Shire Halls and Community Facilities Fees – Page 14 of 21*

Reason – To align with Facility Hirer’s insurance per booking fee of \$30.00 on page 11 of 21 of the 2024/25 fees and charges

 - Hall hire insurance Amended from \$25.00 to \$30.00

4. DISCUSSION

The Local Government Act 2020 (the Act) empowers councils to set the fees and charges to offset the cost of their services. Section 94 of the Act requires that Council prepares a budget for the upcoming financial year and three (3) subsequent financial years. As part of this process, fees and charges are required to be set by Council for the upcoming financial year.

A widely accepted public sector pricing principle is that fees and charges should be set at a level that recovers the full cost of providing the services unless there is an overriding policy or imperative in favour of subsidisation. In so doing, Councils must apply principles of sound financial management.

Every year the budget process becomes more complex with rising costs, the reality of operating under rate-capping and additional requirements from Federal and State governments. In the budget process, fees and charges are a component of Council's overall revenue stream for the financial year – a vital revenue stream as they enable Council to fully or partially recover the cost to provide a service.

To put this into some perspective, for the current 2023/24 year and previous two financial years, statutory and user fees and charges equated to the following total percentage of overall revenue received by Council:

| | | |
|-----------------------|----------------|--------|
| 2023/24 Year (Budget) | Statutory fees | 1.46% |
| | User fees | 16.65% |
| 2022/23 Year | Statutory fees | 1.65% |
| | User fees | 14.48% |
| 2021/22 Year | Statutory fees | 2.02% |
| | User fees | 15.86% |

In terms of dollars, for the 2023/24 financial year, every one percent (1%) movement in total user fees revenue (non-statutory fees) equates to approximately \$871,500 in revenue. The point here is to highlight the importance that fees and charges can have on overall revenue and their potential to assist Council's efforts to recover the cost of its service provision and move from a budget deficit to more sustainable position.

Statutory Fees and Charges

A statutory fee is one that Council cannot set – it is an amount set by State or Federal legislation or regulation, whereas a non-statutory fee is one that Council can set.

Council's fees and charges document attached is grouped by these two categories. Where a fee amount is statutory, the legislated rate supersedes any amount listed in this attached draft fees and charges.

Statutory fees, at the time of drafting this report, have not yet been updated. Notification on the fee unit and penalty unit rates is required from the Department of Treasury and Finance and, for now, the statutory fees proposed equal the 2023/24 financial year actual amounts of \$15.90 per 1 fee unit and \$192.31 per 1 penalty unit.

Statutory fees are required to be advised to Council by Department of Treasury and Finance no later than 1 June of each year. Historically, the fee and penalty unit rates have been advised by Public Gazette notification in either April or May as follows:

2023/24 Year
2022/23 Year
2021/22 Year

Gazette Number S256 dated 23 May 2023
Gazette Number G16 dated 21 April 2022
Gazette Number S233 dated 20 May 2021

Non-Statutory Fees and Charges

Non-statutory fees are established by Council and when setting the fee the following mechanisms are considered:

- Identify what Council's community service obligation is.
- What is the full cost of providing the service obligation.
- Identify the appropriate fee to charge for the service obligation. When assessing this, Council considers whether a full, partial, or zero (Council subsidies from general revenue) cost recovery approach should be applied.

When setting the non-statutory fee, consideration is given to the following:

- Equity - the fees should be fairly applied across a range of users and consideration is given to the user's capacity to pay.
- Efficiency - the fees should be simple for Council to administer.
- Clarity – users should be able to clearly understand how and when fees are applied.
- Transparency – the nature and use of the service should be easily understood and accessible to all applicable users.

Two (2) Fees Under Local Laws Fees Excised

There are two (2) fees and charges under Local Laws (page 11 of 21 on the attached fees and charges document), as listed below, that have been excised due to a potential material conflict of interest for a councillor.

Street furniture – per setting (table and 4 chairs)
A Boards (per board)

These fees will be addressed in a separate report. The excision is aimed to allow for more fulsome councillor debate of the other fees and charges.

Reduction or Waiver of Fees for the 2024/25 Financial Year

In the Council Briefing held with the Councillors on 30 January 2024, discussions occurred regarding the potential to waive certain fees and charges. Council will need to, by resolution, consider and adopt whether any full or part waiver of fees will be applied for the 2024/25 financial year. It should be noted that this can be considered at the April 2024 Council meeting where the fees and charges will be presented for final adoption.

This may include but is not limited to:

1. Swimming pool fees for outdoor pools only in line with recent years.
2. Aerodrome fees - consideration to be given to whether fees might be waived until the runway works are completed in the 2024/25 financial year.

5. STAKEHOLDER ENGAGEMENT

Internal consultation:

Throughout December 2023 and January 2024 Council staff that have responsibility for managing the services where fees are charged were required to undertake a review of the fees and charges.

Councillors:

Briefing 30 January 2024 to go through the fees and charges after the internal consultation process was completed.

External consultation:

None. This report commences the external consultation with regards to the fees and charges by seeking endorsement to go out to public consultation.

Community Engagement

Council's Community Engagement Policy identifies the level of community engagement to be undertaken in accordance with the IAP2 framework.

This report is seeking approval to commence the community engagement with regards to Council's 2024/25 fees and charges. Level of engagement will be Consult: Communicate and seek feedback on a change from those affected and the broader public.

Community consultation will be undertaken via Council's website and through print and social media platforms.

Public Transparency Policy

Under Council's Public Transparency Policy and Principles outlined in section 58 of the *Local Government Act (Vic) 2020*, the public consultation process for the 2024/25 fees and charges allows for transparency and public awareness by asking for submissions to the proposed fees and charges. The overall outcome of this process is to:

- (a) increase confidence and trust in the community through greater understanding and awareness.
- (b) provide information that is current, easily accessible and disseminated in a timely manner.

6. LEGISLATIVE CONTEXT

Local Government Act 2020

7. FINANCIAL AND OTHER RESOURCE IMPLICATIONS

Changes in the setting of fees and charges will have an impact on budgeted revenue contained within Council's draft 2024/25 budget.

8. ENVIRONMENTAL IMPLICATIONS

There are no environmental implications relevant to this report.

9. OPPORTUNITIES AND RISK

Opportunities:

Engaging with the community earlier in the 2024/25 budget process will provide Council with valuable feedback from the community prior to adopting the 2024/25 fees and charges. Undertaking this process will also assist Council to finalise the 2024/25 user fees and charges revenue budgets based on the community feedback.

Risk:

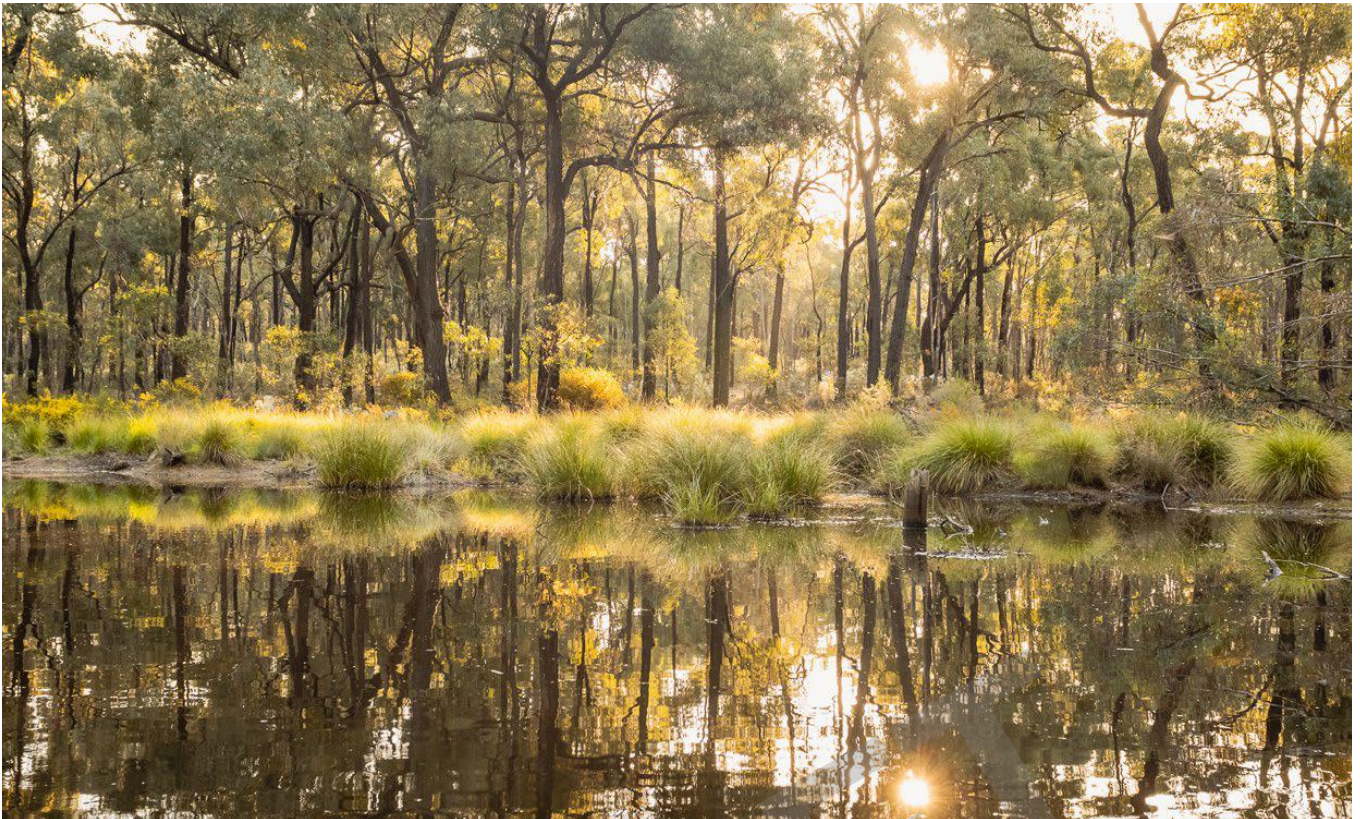
Compliance Risk – Council is required to adopt its 2024/25 budget by 30 June 2024. This report is a step towards achieving this target and meeting our legislated obligations.

Financial Risk – If fees and charges fail to keep pace with the cost of service provision, Council's financial sustainability is put at risk.

Reputation Risk – Council needs to be aware that if our community perceive that costs of Council services are being unfairly or disproportionately increased, this may cause public angst with a subsequent potential detrimental impact on Council's reputation. Officers have considered all the fees in line with the above framework which should limit this risk.

10. CONCLUSION

That the draft 2024/25 fees and charges are placed for public consultation for a period of three (3) weeks and public submissions received are reported back to Council at the 26 March 2024 Council Briefing.



Fees and Charges

2024-2025



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| Name | GST | Year 23/24 Fee (incl. GST) | Year 24/25 Fee (incl. GST) | Increase % |
|------|-----|----------------------------------|----------------------------------|---------------|
|------|-----|----------------------------------|----------------------------------|---------------|

Campaspe Shire Council

Non Statutory

Aerodrome

Aerodrome Fees

| | | | | |
|-----------------------------------|---|----------|----------|-------|
| Landing fees – per use, per tonne | Y | \$11.20 | \$11.20 | 0.00% |
| Access fee general – annual fee | Y | \$269.30 | \$269.30 | 0.00% |
| Access fee commercial – annual | Y | \$403.90 | \$403.90 | 0.00% |
| Parking fee annual | Y | \$396.00 | \$396.00 | 0.00% |

Aerodrome Meeting Room Fees

| | | | | |
|---|---|---|----------|--------|
| Room Hire (Inc. kitchenette) 7am – 6pm only | Y | \$15 per hour, to a maximum of \$165 per day Min. Fee excl. GST: \$15.00 | | |
| Bond | N | \$190.00 | \$190.00 | 0.00% |
| Meeting Room hire insurance (public liability if customer does not have current public liability certificate) | Y | \$25.00 | \$30.00 | 20.00% |

Animals

Animal Registration Fees

| | | | | |
|--|---|----------|----------|-------|
| Whole animal | N | \$154.00 | \$162.00 | 5.19% |
| Sterilised animal | N | \$51.00 | \$54.00 | 5.88% |
| Concession whole animal | N | \$77.00 | \$81.00 | 5.19% |
| Concession sterilised animal | N | \$26.00 | \$27.00 | 3.85% |
| Registration of domestic animal business | N | \$256.00 | \$270.00 | 5.47% |
| Registration Fee for Foster Carer as per S68H(1) DAA | N | \$60.00 | \$60.00 | 0.00% |
| Fee to register Foster Carer – Dog – first 12 months S15.4.e.i DAA – no more than 5 dogs or combination of 5 dogs/cats | N | \$8.00 | \$8.00 | 0.00% |
| Fee to register Foster Carer – Cat – first 12 months S15.4.f.i DAA – no more than 5 cats or combination of 5 cats/dogs | N | \$8.00 | \$8.00 | 0.00% |

Animal Shelter

Adoption Fees

| | | | | |
|----------------------|---|----------|----------|-------|
| Adult dog | N | \$380.00 | \$400.00 | 5.26% |
| Senior dog 7 years + | N | \$200.00 | \$210.00 | 5.00% |
| Puppy | N | \$485.00 | \$490.00 | 1.03% |
| Adult cat | N | \$110.00 | \$115.00 | 4.55% |
| Senior cat 7 years + | N | \$55.00 | \$58.00 | 5.45% |
| Kitten | N | \$175.00 | \$185.00 | 5.71% |

Reclaim Fees

| | | | | |
|-----------------|---|---------|---------|-------|
| 1st day impound | N | \$59.00 | \$62.50 | 5.93% |
| Additional days | N | \$37.00 | \$39.00 | 5.41% |

| Name | GST | Year 23/24 Fee (incl. GST) | Year 24/25 Fee (incl. GST) | Increase % |
|------|-----|----------------------------------|----------------------------------|---------------|
|------|-----|----------------------------------|----------------------------------|---------------|

Surrender Fees

| | | | | |
|--|---|---------|---------|-------|
| Surrender Fees – Canine (within Shire) | N | \$48.50 | \$51.50 | 6.19% |
| Surrender Fees – Feline (within Shire) | N | \$27.50 | \$29.00 | 5.45% |
| Microchip Fee – Impounded animal | N | \$50.50 | \$53.50 | 5.94% |
| Microchip Fee – Private animal | N | \$34.00 | \$36.00 | 5.88% |

Aquatic Services

Echuca War Memorial Aquatic Centre

Casual Fees

| | | | | |
|--|---|----------|----------|-------|
| Pool Adult | Y | \$7.20 | \$7.50 | 4.17% |
| Pool Adult (concession) | Y | \$5.20 | \$5.40 | 3.85% |
| Pool Child (Child 5 years and under 18 years of age) | Y | \$5.20 | \$5.40 | 3.85% |
| Pool Family | Y | \$20.00 | \$21.00 | 5.00% |
| Swim/Steam | Y | \$10.30 | \$10.80 | 4.85% |
| Steam Room Only | Y | \$5.00 | \$5.20 | 4.00% |
| Steam Casual Upgrade | Y | \$3.10 | \$3.30 | 6.45% |
| 10 visit Adult Pool | Y | \$57.60 | \$60.00 | 4.17% |
| 10 Visit Concession Pool | Y | \$41.60 | \$43.20 | 3.85% |
| 10 Visit Child Pool (Child 5 years and under 18 years of age) | Y | \$41.60 | \$43.20 | 3.85% |
| Carnival Half day (up to 3 hours) *3 lifeguards, nil entry fee, extra lifeguards will be charged if required | Y | \$540.00 | \$560.00 | 3.70% |
| Carnival Full Day (from 4 to 6 hours) | Y | \$890.00 | \$910.00 | 2.25% |
| Exclusive use Inflatable hire – per hour | Y | \$174.00 | \$180.00 | 3.45% |

Membership Fees (Fortnightly Direct Debit)

| | | | | |
|------------------------|---|---------|---------|-------|
| Gold Adult | Y | \$45.50 | \$46.50 | 2.20% |
| Gold Adult Concession | Y | \$38.70 | \$39.50 | 2.07% |
| Corporate Gold Adult | Y | \$38.70 | \$39.50 | 2.07% |
| Family Gold | Y | \$88.00 | \$92.50 | 5.11% |
| Family Gold Concession | Y | \$74.80 | \$78.50 | 4.95% |
| Pool Adult | Y | \$26.50 | \$27.50 | 3.77% |
| Pool Adult Concession | Y | \$22.50 | \$23.40 | 4.00% |
| Corporate Pool Adult | Y | \$22.50 | \$23.40 | 4.00% |
| Family Pool | Y | \$50.00 | \$51.00 | 2.00% |
| Family Pool Concession | Y | \$42.50 | \$43.40 | 2.12% |
| Swim Fit | Y | \$33.00 | \$33.00 | 0.00% |

Other Pool Hire Fees

| | | | | |
|---|---|---------|---------|-------|
| Group Swim Individual Entry (+ Lane Hire if requiring exclusive use of space) | Y | \$4.00 | \$4.10 | 2.50% |
| Lane Hire per hr General (+ Group Swim Entry for non-members – Max 15 per lane) | Y | \$41.00 | \$42.00 | 2.44% |
| School Learn To Swim 30 Minute session per school child | N | \$7.70 | \$8.00 | 3.90% |
| School Learn To Swim 45 Minute session per school child | N | \$11.50 | \$12.00 | 4.35% |
| School Learn To Swim 60 Minute session per school child | N | \$15.40 | \$16.00 | 3.90% |
| LTS Group lesson – per 30 min lesson | N | \$16.70 | \$17.00 | 1.80% |

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| Name | GST | Year 23/24 Fee (incl. GST) | Year 24/25 Fee (incl. GST) | Increase % |
|------|-----|----------------------------------|----------------------------------|---------------|
|------|-----|----------------------------------|----------------------------------|---------------|

Other Pool Hire Fees [continued]

| | | | | |
|--|---|---------|---------|-------|
| LTS Private One Lesson (per 30 min lesson) | N | \$46.50 | \$47.50 | 2.15% |
| LTS Junior Development Squad (per 45 min lesson, previously 30 min lesson) | N | \$25.00 | \$25.50 | 2.00% |
| School Holiday LTS program | N | \$83.50 | \$85.00 | 1.80% |

EWMAC Gym and Group Fitness**Gym and Group Fitness Fees**

| | | | | |
|--|---|----------|----------|-------|
| Gym – Casual | Y | \$18.50 | \$18.50 | 0.00% |
| Gym – Casual Concession | Y | \$15.50 | \$15.50 | 0.00% |
| Group Fitness Class | Y | \$15.50 | \$15.50 | 0.00% |
| Group Fitness Class – Casual Concession (Water, Fit and Chair Based) | Y | \$13.20 | \$13.20 | 0.00% |
| Personal Training 1 hr Member | Y | \$74.00 | \$75.00 | 1.35% |
| Personal Training 1/2 hr Member | Y | \$45.00 | \$45.00 | 0.00% |
| 10 visit Group Fitness | Y | \$124.00 | \$124.00 | 0.00% |
| 5 visit Personal Trainer 1 hour | Y | \$296.00 | \$300.00 | 1.35% |
| 5 visit Personal Trainer 1/2 hour | Y | \$180.00 | \$180.00 | 0.00% |
| Fitness Session Group Booking (Maximum of 25 participants) | Y | \$138.00 | \$140.00 | 1.45% |

Memberships Fees (Fortnightly Direct Debit)

| | | | | |
|--------------------------|---|---------|---------|-------|
| Gym | Y | \$39.50 | \$40.50 | 2.53% |
| Gym Concession | Y | \$33.50 | \$34.50 | 2.99% |
| Group Fitness | Y | \$39.50 | \$40.50 | 2.53% |
| Group Fitness Concession | Y | \$33.50 | \$34.50 | 2.99% |
| Youth Gym | Y | \$25.50 | \$26.00 | 1.96% |
| Over 55's | Y | \$31.00 | \$33.00 | 6.45% |

Outdoor Pools – Seasonal

| | | | | |
|--|---|----------|----------|-------|
| Family Day Pass | Y | \$18.50 | \$19.50 | 5.41% |
| Family Season Pass | Y | \$185.00 | \$195.00 | 5.41% |
| Casual Adult Pass | Y | \$5.60 | \$5.90 | 5.36% |
| Adult Season Pass | Y | \$84.00 | \$88.50 | 5.36% |
| Concession Day pass | Y | \$4.60 | \$4.90 | 6.52% |
| Child Day Pass (Child 5 years and under 18 years of age) | Y | \$4.60 | \$4.90 | 6.52% |
| Concession Season Pass | Y | \$69.00 | \$73.50 | 6.52% |
| Child Season Pass | Y | \$69.00 | \$73.50 | 6.52% |

Outdoor Pools Hire Fees

| | | | | |
|---|---|----------|----------|-------|
| Outside operational hours – per hour hire | Y | \$175.00 | \$180.00 | 2.86% |
| Carnival Half day (up to 4 hours) | Y | \$540.00 | \$560.00 | 3.70% |
| Carnival Full Day (from 4 to 6 hours) | Y | \$890.00 | \$910.00 | 2.25% |
| Inflatable hire – per hour | Y | \$179.00 | \$180.00 | 0.56% |

Other Hire Fees

| | | | | |
|-------------|---|--------|--------|-------|
| Shower Only | Y | \$5.00 | \$5.00 | 0.00% |
|-------------|---|--------|--------|-------|

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| Name | GST | Year 23/24 Fee (incl. GST) | Year 24/25 Fee (incl. GST) | Increase % |
|------|-----|----------------------------------|----------------------------------|---------------|
|------|-----|----------------------------------|----------------------------------|---------------|

Other Hire Fees [continued]

| | | | | |
|----------------------------------|---|---------|---------|-------|
| Additional staff member per hour | Y | \$58.00 | \$60.00 | 3.45% |
|----------------------------------|---|---------|---------|-------|

Building and Planning

Building Approval Fees

| | | | | |
|------------------|---|--|--|--------------|
| Domestic Works | Y | | | By quotation |
| Commercial Works | Y | | | By quotation |

Other Service Fees

| | | | | |
|---|---|------------|------------|-------|
| Non-mandatory inspection and addition re-inspection fees | Y | \$255.00 | \$269.00 | 5.49% |
| Amendment of a domestic building permit | Y | \$300.00 | \$317.00 | 5.67% |
| Amendment of commercial/industrial building permit | Y | \$700.00 | \$738.00 | 5.43% |
| Extension of a current domestic building permit | Y | \$345.00 | \$364.00 | 5.51% |
| Extension of a current commercial/industrial building permit | Y | \$345.00 | \$364.00 | 5.51% |
| Domestic demolition permit Class 1, 2 and 10 buildings | Y | \$760.00 | \$802.00 | 5.53% |
| Commercial/industrial demolition permit (minor) | Y | \$1,150.00 | \$1,213.00 | 5.48% |
| Commercial/industrial demolition permit (major) | Y | \$1,700.00 | \$1,792.00 | 5.41% |
| Swimming Pool Report/Audit | Y | \$335.00 | \$354.00 | 5.67% |
| Property information requests Reg 326 | Y | \$51.00 | \$54.00 | 5.88% |
| Property information requests Reg 327 | Y | \$51.00 | \$54.00 | 5.88% |
| Private/public building surveyors lodgement fee | Y | \$131.00 | \$139.00 | 6.11% |
| Council lodgement fee | Y | \$131.00 | \$139.00 | 6.11% |
| Request for Report and Consent to proposed Demolition Under Section 29A of the Building Act | Y | \$91.00 | \$96.00 | 5.49% |
| Council consent and report | Y | \$312.00 | \$329.00 | 5.45% |

Building Control

Municipal Building Surveyor (MBS) Approval Fees

| | | | | |
|---|---|------------|------------|-------|
| Occupancy Permits (POPES) free entry events | Y | \$380.00 | \$401.00 | 5.53% |
| Temporary Occupancy Permits (TOP) free entry events (marquees, stages, single structure, multiple by quotation) | Y | \$79.00 | \$83.50 | 5.70% |
| Occupancy Permits (POPES) pay for entry one-off events | Y | \$890.00 | \$939.00 | 5.51% |
| Occupancy Permits (POPES) pay for entry events (3 year permit) | Y | \$2,000.00 | \$2,108.00 | 5.40% |
| Temporary Occupancy Permits (TOP) pay for entry events | Y | \$160.00 | \$169.00 | 5.63% |
| Modification Class 2 – 9 | Y | \$400.00 | \$422.00 | 5.50% |
| Owner Builders Defect Report (Sheds & Pools Only) | Y | \$545.00 | \$575.00 | 5.50% |
| Retrieval of Council permit file from archives | Y | \$131.00 | \$139.00 | 6.11% |
| Red Line Plan & Report – liquor licence | Y | \$520.00 | \$549.00 | 5.58% |
| Building over easements | Y | \$375.00 | \$396.00 | 5.60% |

Hourly Rates

| | | | | |
|---|---|----------|----------|-------|
| Referrals for reporting authority consents (CFA, heritage, water authority, preparation of protection notices or any other building Notice of Orders – MBS) | Y | \$325.00 | \$343.00 | 5.54% |
|---|---|----------|----------|-------|

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| Name | GST | Year 23/24 Fee (incl. GST) | Year 24/25 Fee (incl. GST) | Increase % |
|------|-----|----------------------------------|----------------------------------|---------------|
|------|-----|----------------------------------|----------------------------------|---------------|

Hourly Rates [continued]

| | | | | |
|--|---|----------|----------|-------|
| Municipal Building Surveyor – For private or municipal building surveyor duties where there is not any other applicable charge | Y | \$325.00 | \$343.00 | 5.54% |
| Note this is not for general advice which remains free of charge | | | | |

Illegal Building Works Fees

| | | | | |
|---|---|--|-------------------------|--|
| Commercial/Industrial illegal building work or work without a building permit (2 times commercial building approval fee as a minimum) | Y | | Based on value of works | |
| Domestic illegal building work or work without a building permit (2 times building approval fee as a minimum) | Y | | Based on value of works | |

Planning Fees

| | | | | |
|--|---|----------|----------|-------|
| Extension of time to a permit | Y | \$225.00 | \$238.00 | 5.78% |
| Second extension of time to a permit | Y | \$500.00 | \$528.00 | 5.60% |
| Secondary consent under a permit | Y | \$260.00 | \$275.00 | 5.77% |
| Provision of advice and copies of permit and plans | Y | \$170.00 | \$170.00 | 0.00% |

Public Notice Fees

| | | | | |
|-----------------------------|---|---------|---------|---------|
| Standard administration fee | Y | \$57.00 | \$60.50 | 6.14% |
| Advertising Signage | Y | \$57.00 | \$60.50 | 6.14% |
| Cost per letter sent | Y | \$9.80 | \$10.40 | 6.12% |
| Newspaper advertisement | Y | | | At cost |

Children's Services

Child Care Fees

| | | | | |
|-----------------------------------|---|----------|----------|-------|
| Rochester Child Care – daily rate | N | \$107.00 | \$116.00 | 8.41% |
| Campaspe Child Care – daily rate | N | \$125.00 | \$132.00 | 5.60% |

Preschools Fees

| | | | | |
|---------------|---|---------|---------|-------|
| Enrolment Fee | N | \$28.00 | \$29.00 | 3.57% |
|---------------|---|---------|---------|-------|

Community Lease of Council Properties

| | | | | |
|---|---|--------|----------|---|
| Minimum Rental (Peppercorn) Charge per annum from | Y | \$0.00 | \$110.00 | ∞ |
|---|---|--------|----------|---|

Casual Hire Fees - Artisans

| | | | | |
|---|---|--------|-------------------------------|---|
| Facility Hire 1 to 3 days (per period) | Y | \$0.00 | \$5.50 | ∞ |
| Facility Hire 4 to 7 days | Y | \$0.00 | \$11.00 | ∞ |
| Facility Hire 8 to 14 days | Y | \$0.00 | \$16.50 | ∞ |
| Facility Hire 15 to 21 days | Y | \$0.00 | \$22.00 | ∞ |
| Facility Hire up to 3 months | Y | \$0.00 | \$27.50 | ∞ |
| Facility hire 3 months and over - licence agreement to be negotiated with Council | Y | | to be negotiated with Council | |

| Name | GST | Year 23/24 Fee (incl. GST) | Year 24/25 Fee (incl. GST) | Increase % |
|------|-----|----------------------------------|----------------------------------|---------------|
|------|-----|----------------------------------|----------------------------------|---------------|

Community Transport

Community Transport Fees

| | | | | |
|---|---|----------|----------|-------|
| Melbourne from all locations (maximum) | N | \$120.00 | \$130.00 | 8.33% |
| Bendigo from all locations (maximum) | N | \$60.00 | \$60.00 | 0.00% |
| Shepparton from all locations (maximum) | N | \$50.00 | \$50.00 | 0.00% |

Echuca and District Livestock Exchange

Truck Wash Fees

| | | | | |
|-----------------------|---|--------|--------|-------|
| Truck Wash Per Minute | Y | \$1.50 | \$1.55 | 3.33% |
|-----------------------|---|--------|--------|-------|

Yard Due Fees (Per Head)

| | | | | |
|---|---|------------|------------|--------|
| Cattle | Y | \$14.40 | \$15.00 | 4.17% |
| Cattle < \$150 including no sale stock | Y | \$6.20 | \$10.00 | 61.29% |
| Dairy cattle | Y | \$14.40 | \$15.00 | 4.17% |
| Bulls | Y | \$20.00 | \$22.00 | 10.00% |
| Cow and calf (Sold as one unit) | Y | \$16.50 | \$17.00 | 3.03% |
| Cattle sales per agent per sale | Y | \$330.00 | \$350.00 | 6.06% |
| Cattle transient fee per head (per day) plus feeding (notified) | Y | \$4.60 | \$4.60 | 0.00% |
| Cattle transient fee per head (per day) plus feeding (unnotified) | Y | \$6.70 | \$6.70 | 0.00% |
| RFID tags issued post sale (per tag) | Y | \$50.00 | \$55.00 | 10.00% |
| RFID tags (per head) | Y | \$21.00 | \$22.00 | 4.76% |
| Office rental (per annum) | Y | \$1,660.00 | \$1,700.00 | 2.41% |
| Signage – 2,900mm x 1,200mm | Y | \$1,550.00 | \$1,550.00 | 0.00% |
| Disposal of Stock | Y | \$102.00 | \$105.00 | 2.94% |
| Agent fee per head | Y | \$1.30 | \$1.40 | 7.69% |
| Scanning Fee | Y | \$3.00 | \$3.00 | 0.00% |

Environmental Health Services

Registered Food Premises Fees - Food Premises

| | | | | |
|--|---|----------|----------|-------|
| Class 1 – Premises serving high risk foods to high risk customers including hospitals, childcare centres and aged care facilities | Y | \$525.00 | \$554.00 | 5.52% |
| Class 2A – Premises that are preparing high risk foods and require a third party audit such as manufacturers | Y | \$525.00 | \$554.00 | 5.52% |
| Class 2B – Premises preparing and serving high risk foods including cafes, restaurants | Y | \$600.00 | \$633.00 | 5.50% |
| Class 2C – Premises preparing and serving high risk foods on a reduced scale such motels with cooked breakfasts | Y | \$410.00 | \$433.00 | 5.61% |
| Class 2D – Community groups serving high risk foods | Y | \$74.00 | \$78.00 | 5.41% |
| Class 2E – Businesses preparing and serving high risk foods from a temporary food premises and that already have a fixed registration | Y | \$74.00 | \$78.00 | 5.41% |
| Class 3A – Accommodation getaways serving ready to eat foods, including cooked breakfast. Home based businesses that make chutney type products using a hot fill process. | Y | \$364.00 | \$384.00 | 5.49% |
| Class 3B – Premises that are preparing and serving medium risk foods, high risk pre-packaged foods or low risk unpackaged foods including wineries, water carters and service stations | Y | \$364.00 | \$384.00 | 5.49% |

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| Name | GST | Year 23/24 Fee (incl. GST) | Year 24/25 Fee (incl. GST) | Increase % |
|------|-----|----------------------------------|----------------------------------|---------------|
|------|-----|----------------------------------|----------------------------------|---------------|

Registered Food Premises Fees - Food Premises [continued]

| | | | | |
|--|---|----------|----------|-------|
| Class 3C – Premises that are serving high risk pre-packaged foods or low risk unpackaged foods on a reduced scale such as motels serving continental breakfasts | Y | \$257.00 | \$271.00 | 5.45% |
| Class 3D – Community groups serving high risk pre-packaged foods and low risk unpackaged foods | Y | \$74.00 | \$78.00 | 5.41% |
| Class 3D – Businesses preparing and serving high risk pre-packaged foods or low risk unpackaged foods from a temporary food premises and that already have a fixed registration | Y | \$74.00 | \$78.00 | 5.41% |
| 1st additional inspection of non compliant class 1 & 2 premises | Y | \$158.00 | \$167.00 | 5.70% |
| 2nd additional inspection of non compliant class 1 & 2 premises | Y | \$198.00 | \$209.00 | 5.56% |
| 3rd additional inspection of non compliant class 1 & 2 premises | Y | \$237.00 | \$250.00 | 5.49% |
| 4th additional inspection of non compliant class 1 & 2 premises | Y | \$276.00 | \$291.00 | 5.43% |
| 1st additional inspection of non compliant class 3 premises | Y | \$119.00 | \$126.00 | 5.88% |
| 2nd additional inspection of non compliant class 3 premises | Y | \$147.00 | \$155.00 | 5.44% |
| 3rd additional inspection of non compliant class 3 premises | Y | \$177.00 | \$187.00 | 5.65% |
| 4th additional inspection of non compliant class 3 premises | Y | \$206.00 | \$218.00 | 5.83% |
| Late registration renewal administration charge – charged to premises that have not renewed their registration by the due date and have received at least 1 reminder for application | Y | \$127.00 | \$134.00 | 5.51% |
| Additional Food Samples – charged to premises following 2 failed food samples when further samples are required | Y | \$140.00 | \$148.00 | 5.71% |

New Food Business Fee – Annual Registration Fee Plus 50%

| | | | | |
|---|---|----------|----------|-------|
| Inspection report request (outside registered premises) | Y | \$177.00 | \$187.00 | 5.65% |
|---|---|----------|----------|-------|

Other Health Act Registration Fees

| | | | | |
|--|---|----------|----------|-------|
| Accommodation premises – large – fee for accommodation premises that have more than 5 bedrooms such as hotels, motels | Y | \$290.00 | \$306.00 | 5.52% |
| Accommodation premises – small – fee for accommodation premises that have less than 5 bedrooms such as bed & breakfast | Y | \$188.00 | \$199.00 | 5.85% |
| Health Act premises (tattooist, hairdressers, skin penetration, swimming pools) | Y | \$161.00 | \$170.00 | 5.59% |
| Health Act premises Transfer – change of ownership of a registered premises under the Public Health and Wellbeing Act | Y | \$78.00 | \$82.50 | 5.77% |
| Accommodation Transfer – change of ownership of an accommodation premises under the Public Health and Wellbeing Act | Y | \$181.00 | \$191.00 | 5.52% |
| Building referral report | Y | \$72.00 | \$76.00 | 5.56% |
| Building referral inspection | Y | \$146.00 | \$154.00 | 5.48% |

Immunisation Services

Immunisation Services Fees

| | | | | |
|---|---|---------|---------|-------|
| FluQuadri, Afluria (Influenza) | Y | \$30.00 | \$30.00 | 0.00% |
| IPV Ipol (Polio) | Y | \$78.00 | \$78.00 | 0.00% |
| Varilrix (Chicken Pox) | Y | \$78.00 | \$82.50 | 5.77% |
| Havrix (Hepatitis A) | Y | \$88.00 | \$91.50 | 3.98% |
| Engerix (Hepatitis B) | Y | \$40.00 | \$41.50 | 3.75% |
| Twinrix (Hepatitis A/B) | Y | \$98.00 | \$98.00 | 0.00% |
| Boostrix (Diphtheria, tetanus, pertussis) | Y | \$51.00 | \$51.00 | 0.00% |

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| Name | GST | Year 23/24 Fee (incl. GST) | Year 24/25 Fee (incl. GST) | Increase % |
|------|-----|----------------------------------|----------------------------------|---------------|
|------|-----|----------------------------------|----------------------------------|---------------|

Immunisation Services Fees [continued]

| | | | | |
|--|---|----------|----------|--------|
| Priorix (Measles, Mumps, Rubella) | Y | \$52.00 | \$52.00 | 0.00% |
| Nimenrix (Adult Meningococcal) | Y | \$107.00 | \$107.00 | 0.00% |
| Gardasil 9 (Human Papilloma Virus – HPV) | Y | \$218.00 | \$240.00 | 10.09% |
| Bexsero (Meningococcal B childhood) | Y | \$138.00 | \$138.00 | 0.00% |
| Administration charge for vaccines | Y | \$26.00 | \$26.00 | 0.00% |

Library Services

Library Fees

| | | | | |
|------------------------------------|---|---------|---------|-------|
| Library bags | Y | \$1.50 | \$1.60 | 6.67% |
| Replacement card | Y | \$4.80 | \$5.00 | 4.17% |
| Item replacement processing charge | Y | \$18.00 | \$18.00 | 0.00% |
| Temporary membership (refundable) | Y | \$60.00 | \$60.00 | 0.00% |
| Bud Earphones | Y | \$3.50 | \$3.50 | 0.00% |

Photocopying & Printing Fees

| | | | | |
|---------------------------|---|--------|--------|-------|
| A4 black & white per page | Y | \$0.20 | \$0.20 | 0.00% |
| A3 black & white per page | Y | \$0.30 | \$0.30 | 0.00% |
| A4 colour per page | Y | \$0.65 | \$0.65 | 0.00% |
| A3 colour per page | Y | \$1.00 | \$1.00 | 0.00% |

Library Loan Request Fees

| | | | | |
|---|---|---------|---------|--------|
| Inter library loans from public libraries | Y | \$5.00 | \$5.00 | 0.00% |
| Inter library loans from tertiary libraries | Y | \$22.00 | \$25.00 | 13.64% |

Hire of Library Meeting Room Fees

| | | | | |
|--|---|---------|---------|-------|
| Commercial operator, per hour | Y | \$43.00 | \$44.00 | 2.33% |
| Not for profit organisation (Government funded), per hour | Y | \$19.50 | \$20.00 | 2.56% |
| Community organisation (non Government funding), per booking | Y | \$13.50 | \$14.00 | 3.70% |
| After hours bookings access card (refundable) | Y | \$30.00 | \$30.00 | 0.00% |

Local Laws

Country Fire Authority Act Fees

| | | | | |
|--|---|----------|----------|-------|
| Administration fee for failure to comply with a Schedule 15 Fire Prevention Notice | Y | \$246.00 | \$246.00 | 0.00% |
|--|---|----------|----------|-------|

Parking Fees

| | | | | |
|---|---|------------|------------|-------|
| 3 month parking permits | Y | \$417.00 | \$440.00 | 5.52% |
| 12 month Nish & High street car parking permit option | Y | \$1,667.00 | \$1,757.00 | 5.40% |
| Off street parking per hour | Y | \$1.60 | \$1.70 | 6.25% |
| On street meter parking per hour | Y | \$1.80 | \$1.90 | 5.56% |
| Parking infringements – Road Safety Act Section 87(4) | Y | \$87.00 | \$92.00 | 5.75% |
| Residential Parking Permits – per annum | Y | \$100.00 | \$105.00 | 5.00% |
| Trade Parking Permits (per bay / per day) | Y | \$10.00 | \$10.50 | 5.00% |

| Name | GST | Year 23/24 Fee (incl. GST) | Year 24/25 Fee (incl. GST) | Increase % |
|------|-----|----------------------------------|----------------------------------|---------------|
|------|-----|----------------------------------|----------------------------------|---------------|

Local Laws Fees

| | | | | |
|--|---|----------|----------|--------|
| Grazing permit – 3 months | N | \$82.00 | \$86.50 | 5.49% |
| Goods for sale permit | | | | |
| Goods for sale permit | N | \$164.00 | \$173.00 | 5.49% |
| Release of Impounded goods – sign | N | \$72.00 | \$76.00 | 5.56% |
| Release of Impounded goods – general goods | N | \$133.00 | \$141.00 | 6.02% |
| Inspection of Animal register not more than two animals | N | \$8.50 | \$9.00 | 5.88% |
| Issue a certificate from domestic animal register, not more than two animals | N | \$15.50 | \$16.40 | 5.81% |
| Street trading delineation marker – each | N | \$2.00 | \$2.20 | 10.00% |
| Street trading delineation marker – installation per premise | N | \$50.00 | \$53.00 | 6.00% |

Livestock Impoundment Fees

| | | | | |
|--|---|---------|---------|---------|
| Impoundment fees (max per head) | Y | \$62.00 | \$65.50 | 5.65% |
| Ranger fee (per hour) | Y | \$77.00 | \$81.50 | 5.84% |
| Feed costs | Y | | | At cost |
| Transport costs | Y | | | At cost |
| RFID tags (per head) | Y | \$26.00 | \$27.50 | 5.77% |
| Use of Council Stock crate (per transport) | Y | \$77.00 | \$81.50 | 5.84% |
| Small cattle up to yearling (per head) | Y | \$15.50 | \$16.40 | 5.81% |
| Grown cattle (per head) | Y | \$22.50 | \$24.00 | 6.67% |

Miscellaneous

| | | | | |
|--------------------------|---|----------|----------|-------|
| Echuca CBD Flagpole Hire | Y | \$340.00 | \$340.00 | 0.00% |
|--------------------------|---|----------|----------|-------|

Freedom of Information (FOI) Fees

| | | | | |
|---|---|--------|--------|----------|
| Photocopying (other than Black and White) per A4 sheet – FOI requests only | Y | \$0.20 | \$0.20 | 0.00% |
| Additional access charge may apply in accordance with Section 22 of the Freedom of Information Act and the Freedom of Information (Access Charges) Regulations 2014 | Y | | | On quote |

Longitudinal Assets in Road Reserves Fees

| | | | | |
|---|---|------------|------------|-------|
| Establishment Fees | Y | \$2,000.00 | \$2,000.00 | 0.00% |
| Annual Fees – per kilometre for stock & domestic and irrigation | Y | \$200.00 | \$200.00 | 0.00% |

Public Liability Insurance Fees

| | | | | |
|--|---|----------|----------|--------|
| Facility Hirers insurance per booking | Y | \$25.00 | \$30.00 | 20.00% |
| Council performers per booking | Y | \$25.00 | \$30.00 | 20.00% |
| Council tutors and instructors per booking | Y | \$110.00 | \$132.00 | 20.00% |
| Artists in council studios per booking | Y | \$110.00 | \$132.00 | 20.00% |

| Name | GST | Year 23/24 Fee (incl. GST) | Year 24/25 Fee (incl. GST) | Increase % |
|------|-----|----------------------------------|----------------------------------|---------------|
|------|-----|----------------------------------|----------------------------------|---------------|

Murray River Moorings

Murray River Moorings Fees

| | | | | |
|--|---|----------|-------------|-------|
| Private mooring annual rental fee – set in accordance with NSW Dept. of Planning, Industry and Environment | Y | \$556.00 | \$587.00 | 5.58% |
| Terms and conditions of sub-licence apply | | | | |
| Commercial mooring annual rental fee – determined on minimum market rent set by a licensed valuer | Y | | Market rent | |
| Terms and conditions of a sub-licence apply | | | | |
| Application for new mooring sub-licence | Y | \$576.00 | \$618.00 | 7.29% |
| Application for Short term temporary sub licence | Y | \$0.00 | \$53.00 | ∞ |
| Application to revoke/ transfer an existing mooring sub-licence | Y | \$576.00 | \$618.00 | 7.29% |
| Alteration of particulars of a mooring sub-licence | Y | \$250.00 | \$268.00 | 7.20% |
| Replacement of mooring sub-licence | Y | \$27.50 | \$27.50 | 0.00% |

Quarries

Crushed Concrete Resale (Price Per Tonne) Fees

| | | | | |
|-----------------------|---|---------|---------|-------|
| 40mm Crushed Concrete | Y | \$25.30 | \$27.00 | 6.72% |
| 20mm Crushed Concrete | Y | \$25.30 | \$27.00 | 6.72% |
| Weighing fee | Y | \$15.70 | \$16.50 | 5.10% |

Gravel Pits (Price Per Tonne) Fees

| | | | | |
|--|---|---------|---|-------|
| 65mm crushed rock | Y | \$18.40 | \$19.40 | 5.43% |
| 40mm crushed rock | Y | \$19.10 | \$20.50 | 7.33% |
| 20mm crushed rock | Y | \$19.70 | \$21.00 | 6.60% |
| Cartage – Cost recovery, based on a per kilometre rate charged by external contractors | Y | | ***20mm single sized aggregate crushed concrete ***10/14mm single sized aggregate crushed concrete ***product available by prior arrangement and order only | |

Mt Scobie Quarry (Price Per Tonne) Fees

| | | | | |
|---------------------------------|---|---------|---------|--------|
| 75mm road base | Y | \$16.80 | \$17.80 | 5.95% |
| 40mm road base Coarse | Y | \$19.70 | \$21.00 | 6.60% |
| 40mm road base Fine | Y | \$18.40 | \$19.40 | 5.43% |
| 20mm road base | Y | \$20.20 | \$21.50 | 6.44% |
| 200mm road base | Y | \$14.40 | \$15.20 | 5.56% |
| Spalls | Y | \$19.60 | \$21.00 | 7.14% |
| 40mm crushed rock | Y | \$17.90 | \$18.90 | 5.59% |
| 20mm crushed rock | Y | \$17.90 | \$18.90 | 5.59% |
| Filling | Y | \$12.30 | \$13.00 | 5.69% |
| 20mm scalping's | Y | \$12.80 | \$13.50 | 5.47% |
| Receipt of clean waste concrete | Y | \$45.00 | \$50.00 | 11.11% |

Nanneella Quarry (Price Per Tonne) Fees

| | | | | |
|------------------------|---|---------|---------|-------|
| 40mm class 4 road base | Y | \$20.20 | \$21.50 | 6.44% |
|------------------------|---|---------|---------|-------|

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| Name | GST | Year 23/24 Fee (incl. GST) | Year 24/25 Fee (incl. GST) | Increase % |
|------|-----|----------------------------------|----------------------------------|---------------|
|------|-----|----------------------------------|----------------------------------|---------------|

Nanneella Quarry (Price Per Tonne) Fees [continued]

| | | | | |
|------------------------|---|---------|---------|-------|
| 20mm class 4 road base | Y | \$20.80 | \$22.00 | 5.77% |
| 75mm road base | Y | \$17.90 | \$18.80 | 5.03% |
| 40mm road base | Y | \$19.70 | \$21.00 | 6.60% |
| 20mm road base | Y | \$20.20 | \$21.50 | 6.44% |
| 40mm crushed rock | Y | \$19.10 | \$19.10 | 0.00% |
| 20mm crushed rock | Y | \$13.30 | \$13.30 | 0.00% |
| Uncrushed | Y | \$13.90 | \$14.60 | 5.04% |
| 20mm scalping's | Y | \$9.00 | \$9.00 | 0.00% |
| Weighing fee | Y | \$15.70 | \$16.50 | 5.10% |
| Fill | Y | \$8.80 | \$9.10 | 3.41% |

Shire Halls and Community Facilities

| | | | | |
|--|---|---------|---------|-------|
| Casual Hire Seniors Hall Hire Not for profit organisation (Government funded), per hour | Y | \$16.00 | \$16.00 | 0.00% |
| Casual Hire Seniors Hall Hire Community organisation (non Government funding), per hour | Y | \$11.50 | \$11.50 | 0.00% |
| Regular Hirers (6 bookings of more per financial year) Must be NFP Community Based group | Y | \$8.00 | \$8.00 | 0.00% |
| All bookings must be confirmed at the one time | | | | |

Echuca East Community Facility Fees

| | | | | |
|---|---|----------|----------|---------|
| Functions (with alcohol) | Y | \$275.00 | \$290.00 | 5.45% |
| Bond (events with alcohol) | N | \$500.00 | \$500.00 | 0.00% |
| Training, Conferences – for profit organisations inclusive of kitchen – per day | Y | \$350.00 | \$369.00 | 5.43% |
| Training, Conferences – not for profit groups inclusive of kitchen – per day | Y | \$100.00 | \$106.00 | 6.00% |
| General Community Activity inclusive of kitchen – per day | Y | \$100.00 | \$106.00 | 6.00% |
| Casual hire - per day | Y | \$275.00 | \$290.00 | 5.45% |
| Casual hire - per hour | Y | \$22.50 | \$24.00 | 6.67% |
| Hire of kitchen per use – additional charge | Y | \$55.00 | \$58.00 | 5.45% |
| Hall hire insurance (public liability if customer does not have current public liability certificate) | Y | \$50.00 | \$30.00 | -40.00% |

Shire Halls and Community Facilities Fees

| | | | | |
|---|---|---|----------|---------|
| Casual hire - per day | Y | \$200.00 | \$200.00 | 0.00% |
| Casual hall hire - per hour | N | \$440.00 | \$17.00 | -96.14% |
| Bond (for bookings without alcohol) | N | \$210.00 | \$210.00 | 0.00% |
| Social events (without alcohol) e.g. Concerts, plays, luncheons, bazaars, elections | N | Social events (without alcohol) e.g. Concerts, plays, luncheons, bazaars, elections | | |
| Bond (for bookings involving alcohol) | N | \$430.00 | \$440.00 | 2.33% |
| Casual Charge per hour (one of Bookings) | Y | \$15.50 per hour, to a maximum of \$190 per 24 hour period Min. Fee excl. GST: \$15.50 | | |
| Regular hirers (6 bookings or more per financial year) Must be Not For Profit Community Based group | Y | \$8.00 | \$8.50 | 6.25% |
| All bookings must be confirmed at the one time | | | | |

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| Name | GST | Year 23/24 Fee (incl. GST) | Year 24/25 Fee (incl. GST) | Increase % |
|------|-----|----------------------------------|----------------------------------|---------------|
|------|-----|----------------------------------|----------------------------------|---------------|

Shire Halls and Community Facilities Fees [continued]

| | | | | |
|---|---|---------|---------|--------|
| Hire of kitchen per use – additional charge | Y | \$35.00 | \$37.00 | 5.71% |
| Hall hire insurance (public liability if customer does not have current public liability certificate) | Y | \$25.00 | \$30.00 | 20.00% |

Sporting and Recreation Reserves

Sporting Reserves Fees

Note - Fees for individual clubs who utilise Victoria Park, Kyabram Recreation Reserve and Echuca South Recreation reserve are based Policy 133 Fees & Charges and the service agreements in place. Fees are subject to the usage data provided by users.

Echuca South Netball Complex Fees

| | | | | |
|-----------------------------------|---|---------|---------|-------|
| Court Hire – per hour – per court | Y | \$26.50 | \$28.00 | 5.66% |
| Clubroom – hire per hour | Y | \$25.00 | \$26.50 | 6.00% |
| Key deposit | N | \$25.00 | \$25.00 | 0.00% |

Echuca South Recreation Reserve Fees

| | | | | |
|------------------------------------|---|----------|----------|-------|
| Reserve – hire per day | Y | \$510.00 | \$510.00 | 0.00% |
| Reserve – hire per hour | Y | \$47.00 | \$50.00 | 6.38% |
| Clubroom & Kitchen – hire per hour | Y | \$25.00 | \$26.50 | 6.00% |
| Court Hire – per hour – per court | Y | \$26.50 | \$28.00 | 5.66% |
| Key deposit | N | \$25.00 | \$25.00 | 0.00% |

Kyabram Recreation Reserve Fees

| | | | | |
|--|---|----------|----------|-------|
| Reserve – hire per day | Y | \$510.00 | \$510.00 | 0.00% |
| Reserve – hire per hour | Y | \$47.00 | \$50.00 | 6.38% |
| Per Court – hire per hour | Y | \$26.50 | \$28.00 | 5.66% |
| Key deposit | N | \$25.00 | \$25.00 | 0.00% |
| Wilf Cox Pavilion Clubroom & Kitchen Hire per Hour | Y | \$25.00 | \$26.50 | 6.00% |

Victoria Park Recreation Reserve Fees

| | | | | |
|-----------------------------------|---|----------|----------|-------|
| Reserve – hire per day | Y | \$510.00 | \$510.00 | 0.00% |
| Reserve – hire per hour | Y | \$47.00 | \$50.00 | 6.38% |
| Court Hire – per hour – per court | Y | \$26.50 | \$28.00 | 5.66% |
| Key deposit | N | \$25.00 | \$25.00 | 0.00% |

Stadiums

Echuca Stadium Fees

| | | | | |
|---|---|------------|------------|-------|
| Multi Purpose Room per hour | Y | \$21.50 | \$23.00 | 6.98% |
| Court Hire – per hour – per court | Y | \$30.50 | \$32.50 | 6.56% |
| Casual Sessions – per session – per person (Stadium Facilitated Activation) | Y | \$5.00 | \$5.00 | 0.00% |
| Casual Sessions – per family – 2 adults and 2 children – per session (Stadium Facilitated Activation) | Y | \$11.00 | \$11.50 | 4.55% |
| Exhibitions and Special Events (per day) | Y | \$1,155.00 | \$1,155.00 | 0.00% |
| Bond | N | \$160.00 | \$168.00 | 5.00% |

| Name | GST | Year 23/24 Fee (incl. GST) | Year 24/25 Fee (incl. GST) | Increase % |
|------|-----|----------------------------------|----------------------------------|---------------|
|------|-----|----------------------------------|----------------------------------|---------------|

Kyabram Sports and Entertainment Centre Fees

| | | | | |
|---|---|----------|----------|-------|
| Multi Purpose Room per hour | Y | \$21.50 | \$23.00 | 6.98% |
| Court Hire – per hour – per court | Y | \$30.50 | \$32.50 | 6.56% |
| Casual Sessions – per session (Facility Facilitated Activation) | Y | \$5.00 | \$5.00 | 0.00% |
| Casual Sessions – per family – 2 adults and 2 children – per session (Stadium Facilitated Activation) | Y | \$11.00 | \$11.50 | 4.55% |
| Exhibitions and Special Events (per day) | Y | \$715.00 | \$715.00 | 0.00% |
| Bond | N | \$160.00 | \$169.00 | 5.63% |

Tongala Stadium Fees

| | | | | |
|---|---|----------|----------|-------|
| Court hire per hour | Y | \$30.50 | \$32.50 | 6.56% |
| Squash court hire per hour | Y | \$15.00 | \$16.00 | 6.67% |
| Casual Sessions – per person (Stadium Facilitated Activation) | Y | \$5.00 | \$5.00 | 0.00% |
| Casual Sessions – per family – 2 adults and 2 children (Stadium Facilitated Activation) | Y | \$11.00 | \$11.50 | 4.55% |
| Exhibitions and Special Events (per day) | Y | \$357.50 | \$357.50 | 0.00% |
| Bond | N | \$160.00 | \$169.00 | 5.63% |
| Key deposit | N | \$25.00 | \$25.00 | 0.00% |

Waste Services

Clean Tyres Fees – Disposal

| | | | | |
|---|---|------------|------------|-------|
| Car | Y | \$8.00 | \$8.50 | 6.25% |
| Light Truck | Y | \$15.50 | \$16.00 | 3.23% |
| Truck | Y | \$30.50 | \$32.00 | 4.92% |
| Super Single | Y | \$69.00 | \$73.00 | 5.80% |
| Tractor small (up to 1.0 metre diameter) | Y | \$143.00 | \$151.00 | 5.59% |
| Tractor large (1.0 – 2.0 metres diameter) | Y | \$434.50 | \$458.00 | 5.41% |
| Motorcycle | Y | \$8.00 | \$8.50 | 6.25% |
| Earthmover small (up to 1.0 metre diameter) | Y | \$229.50 | \$242.00 | 5.45% |
| Earthmover medium (up to 1.0 – 1.5 metres diameter) | Y | \$573.50 | \$604.00 | 5.32% |
| Earthmover large (up to 1.5 – 2 metres diameter) | Y | \$1,146.50 | \$1,208.00 | 5.36% |

Contaminated Tyres Fees (Dirt and/or Rock Inside Tyre) disposal

| | | | | |
|---|---|------------|------------|-------|
| Car | Y | \$18.50 | \$19.50 | 5.41% |
| Light Truck | Y | \$37.00 | \$39.00 | 5.41% |
| Truck | Y | \$68.50 | \$72.00 | 5.11% |
| Super Single | Y | \$147.50 | \$156.00 | 5.76% |
| Tractor small (up to 1.0 metre diameter) | Y | \$343.50 | \$362.00 | 5.39% |
| Tractor large (1.0 – 2.0 metres diameter) | Y | \$520.00 | \$548.00 | 5.38% |
| Motorcycle | Y | \$17.00 | \$18.00 | 5.88% |
| Earthmover small (up to 1.0 metre diameter) | Y | \$551.00 | \$581.00 | 5.44% |
| Earthmover medium (up to 1.0 – 1.5 metres diameter) | Y | \$1,376.50 | \$1,451.00 | 5.41% |
| Earthmover large (up to 1.5 – 2 metres diameter) | Y | \$2,752.00 | \$2,900.00 | 5.38% |

| Name | GST | Year 23/24 Fee (incl. GST) | Year 24/25 Fee (incl. GST) | Increase % |
|------|-----|----------------------------------|----------------------------------|---------------|
|------|-----|----------------------------------|----------------------------------|---------------|

Food and Garden Waste Service Fees

| | | | | |
|---|---|---------|---------|-------|
| Food and Garden Waste Residential – 240 litre | N | \$57.00 | \$60.00 | 5.26% |
| Food and Garden Waste Commercial – 240 litre | Y | \$62.70 | \$66.00 | 5.26% |

Kerbside Waste, Recycling, Food and Garden Services Waste Services Fees

| | | | | |
|--|---|----------|----------|--------|
| Residential – per year – 80 litre 1 bin – without food and garden bin | N | \$243.00 | \$255.00 | 4.94% |
| Residential – per year – 80 litre 1 bin – with food and garden bin | N | \$170.00 | \$175.00 | 2.94% |
| Rural – per year – 80 litre 1 bin – food and garden bin not available | N | \$206.00 | \$210.00 | 1.94% |
| Residential – per year – 140 litre 1 bin – without food and garden bin | N | \$318.00 | \$345.00 | 8.49% |
| Residential – per year – 140 litre 1 bin – with food and garden bin | N | \$240.00 | \$260.00 | 8.33% |
| Rural – per year – 140 litre 1 bin – food and garden bin not available | N | \$269.00 | \$285.00 | 5.95% |
| Residential – per year – 240 litre 1 bin (6 or more in the family) – without food and garden bin | N | \$539.00 | \$585.00 | 8.53% |
| Residential – per year – 240 litre 1 bin (6 or more in the family) – with food and garden bin | N | \$435.00 | \$472.00 | 8.51% |
| Rural – per year – 240 litre 1 bin – food and garden bin not available | N | \$454.00 | \$500.00 | 10.13% |
| Residential – per year – 240 litre 1 bin (medical condition) – without food and garden bin | N | \$318.00 | \$345.00 | 8.49% |
| Residential – per year – 240 litre 1 bin (medical condition) – with food and garden bin | N | \$240.00 | \$260.00 | 8.33% |
| Commercial/Industrial – per year – 80 litre | Y | \$267.30 | \$281.00 | 5.13% |
| Commercial/Industrial – per year – 140 litre | Y | \$349.80 | \$380.00 | 8.63% |
| Commercial/Industrial – per year – 240 litre | Y | \$592.90 | \$644.00 | 8.62% |

Recycling Services Fees

| | | | | |
|--|---|---------|---------|-------|
| Residential – per year – 140 litre (elderly residents & units/flats) | N | \$64.00 | \$67.00 | 4.69% |
| Residential – per year – 240 litre | N | \$64.00 | \$67.00 | 4.69% |
| Residential – per year – 360 litre | N | \$64.00 | \$67.00 | 4.69% |
| Commercial/Industrial – per year – 240 litre | Y | \$70.40 | \$74.00 | 5.11% |
| Commercial/Industrial – per year – 360 litre | Y | \$70.40 | \$74.00 | 5.11% |

Transfer Station Fees

| | | | | |
|--|---|---------|---------|--------|
| Transfer station charges – per cubic metre (general waste) | Y | \$45.00 | \$50.00 | 11.11% |
| Transfer station charges – per cubic metre (garden organic waste) | Y | \$21.00 | \$22.00 | 4.76% |
| Refrigerators / Air Conditioners – degassing charge | Y | \$15.00 | \$17.00 | 13.33% |
| Mattresses – single | Y | \$15.00 | \$20.00 | 33.33% |
| Mattresses – double, queen, king | Y | \$21.00 | \$25.00 | 19.05% |
| Clean fill soil – per cubic metre (Echuca and Mt Scobie only) | Y | \$22.00 | \$23.00 | 4.55% |
| Concrete/brick tipping per cubic metre (Echuca and Mt Scobie only) | Y | \$30.00 | \$35.00 | 16.67% |
| Gas bottles (household up to 9kgs) and fire extinguishers | Y | \$6.00 | \$7.00 | 16.67% |

| Name | GST | Year 23/24 Fee (incl. GST) | Year 24/25 Fee (incl. GST) | Increase % |
|------|-----|----------------------------------|----------------------------------|---------------|
|------|-----|----------------------------------|----------------------------------|---------------|

Statutory

Animal Fines (2023/2024 Government Penalty Unit Gazetted)

| | | | | |
|---|---|----------|----------|-------|
| Registered animal not wearing council ID marker (0.5 of a penalty unit) | N | \$96.00 | \$96.00 | 0.00% |
| Unregistered animal wearing council ID marker (2 penalty units) | N | \$385.00 | \$385.00 | 0.00% |
| Person other than owner removing, altering or defacing ID marker (0.5 of a penalty unit) | N | \$96.00 | \$96.00 | 0.00% |
| Dog or cat on private property after notice served (0.5 of a penalty unit) | N | \$96.00 | \$96.00 | 0.00% |
| Dog at large or not securely confined to owners premises during daytime (1.5 of a penalty unit) | N | \$288.00 | \$288.00 | 0.00% |
| Cat at large or not securely confined to owners premises in restricted municipal district (0.5 of a penalty unit) | N | \$96.00 | \$96.00 | 0.00% |
| Dog or cat creating nuisance (0.5 of a penalty unit) | N | \$96.00 | \$96.00 | 0.00% |
| Contravening Council order relating to presence of dogs and cats in public places (1 penalty unit) | N | \$192.00 | \$192.00 | 0.00% |
| Dog at large or not securely confined to owners premises during night time (2 penalty units) | N | \$385.00 | \$385.00 | 0.00% |
| Greyhound not adequately muzzled or not controlled by chain, cord or leash (1.5 of a penalty unit) | N | \$288.00 | \$288.00 | 0.00% |
| Not complying with order to abate nuisance (1.5 of a penalty unit) | N | \$288.00 | \$288.00 | 0.00% |
| Failure to apply to register a dog or cat (2 penalty units) | N | \$385.00 | \$385.00 | 0.00% |

Building Records/Information Services

| | | | | |
|---|---|----------|----------|-------|
| Land information certificates (1.82 fee units) | N | \$28.90 | \$28.90 | 0.00% |
| Stormwater legal point of discharge fee (9.77 fee units) | N | \$155.34 | \$155.34 | 0.00% |
| Application for Pool Registration (2.15 fee units) | N | \$34.19 | \$34.19 | 0.00% |
| Pool information search (3.19 fee units) | N | \$50.72 | \$50.72 | 0.00% |
| Lodgement of compliance pool certificate (1.38 fee units) | N | \$21.94 | \$21.94 | 0.00% |
| Lodgement of non-compliance pool certificate (26 fee units) | N | \$413.40 | \$413.40 | 0.00% |

Municipal Fire Prevention

| | | | | |
|--|---|------------|------------|-------|
| Fire Prevention Infringement Notice (CFA Act Section 41D) (10 penalty units) | N | \$1,923.00 | \$1,923.00 | 0.00% |
|--|---|------------|------------|-------|

Parking

| | | | | |
|--|---|----------|----------|-------|
| Road Safety (General Regulations) Offences Schedule 3 (4) | N | \$85.00 | \$85.00 | 0.00% |
| Road Safety (General Regulations) Offences Schedule 3 (6) (1 penalty unit) | N | \$192.00 | \$192.00 | 0.00% |

Planning Approvals

Amendments to Planning Scheme Fees

| | | | | |
|--|---|-------------|-------------|-------|
| Considering a request to amend a planning scheme (206 fee units) | N | \$3,275.40 | \$3,275.40 | 0.00% |
| Considering submissions which seek a change to an amendment, and where necessary referring the submissions to a panel – Up to 10 submissions (1,021 fee units) | N | \$16,233.90 | \$16,233.90 | 0.00% |
| Considering submissions which seek a change to an amendment, and where necessary referring the submissions to a panel – 11-20 submissions (2,040 fee units) | N | \$32,436.00 | \$32,436.00 | 0.00% |

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| Name | GST | Year 23/24 Fee (incl. GST) | Year 24/25 Fee (incl. GST) | Increase % |
|------|-----|----------------------------------|----------------------------------|---------------|
|------|-----|----------------------------------|----------------------------------|---------------|

Amendments to Planning Scheme Fees [continued]

| | | | | |
|--|---|-------------|-------------|-------|
| Considering submissions which seek a change to an amendment, and where necessary referring the submissions to a panel – More than 20 submissions (2,727 fee units) | N | \$43,359.30 | \$43,359.30 | 0.00% |
| Adopting an amendment or a part of an amendment in accordance with section 20(4) (270 fee units) | N | \$4,293.00 | \$4,293.00 | 0.00% |
| Adopting an amendment or a part of an amendment in accordance with section 20A (65 fee units) | N | \$1,034.00 | \$1,034.00 | 0.00% |

Caravan Park Fees (3 year registrations, new regulations)

| | | | | |
|--------------------------------|---|------------|------------|-------|
| Caravan Park A (17 fee units) | Y | \$270.00 | \$270.00 | 0.00% |
| Caravan Park B (34 fee units) | Y | \$541.00 | \$541.00 | 0.00% |
| Caravan Park C (68 fee units) | Y | \$1,081.00 | \$1,081.00 | 0.00% |
| Caravan Park D (103 fee units) | Y | \$1,638.00 | \$1,638.00 | 0.00% |
| Caravan Park E (137 fee units) | Y | \$2,178.00 | \$2,178.00 | 0.00% |
| Caravan Park F (171 fee units) | Y | \$2,719.00 | \$2,719.00 | 0.00% |

Freedom of Information (FOI) Fees

| | | | | |
|---|---|---|---------|--------|
| Application Fee (2 fee units) | Y | \$32.00 | \$31.80 | -0.63% |
| Search Time Charge (1.5 fee units) per hour | Y | \$23.85 per hour or part of an hour Min. Fee excl. GST: \$21.68 Last year fee \$23.00 per hour or part of an hour | | |
| Inspection Supervision Charge (1.5 fee units) per hour | Y | \$23.85 per hour (to be calculated per quarter hour or part of a quarter hour) Min. Fee excl. GST: \$21.68 Last year fee \$23.00 per hour (to be calculated per quarter hour or part of a quarter hour) | | |
| Photocopying (Black and White) per A4 sheet – FOI requests only | Y | \$0.20 | \$0.20 | 0.00% |

Onsite Wastewater Permit Fees

| | | | | |
|---|---|----------|----------|-------|
| Installation, construction or alteration of an onsite wastewater system (48.88 fee units) | Y | \$777.00 | \$777.00 | 0.00% |
| Minor alteration of an onsite wastewater system (37.25 fee units) | Y | \$592.00 | \$592.00 | 0.00% |
| Additional time spent over 8.2 hours 6.12 fee units per hour | Y | \$97.00 | \$97.00 | 0.00% |
| Transfer of an Onsite Wastewater System permit (9.93 fee units) | Y | \$158.00 | \$158.00 | 0.00% |
| Application to amend an Onsite Wastewater System Permit (10.38 fee units) | Y | \$165.00 | \$165.00 | 0.00% |
| Application to renew an Onsite Wastewater System Permit (8.31 fee units) | Y | \$132.00 | \$132.00 | 0.00% |

Planning Permit Fees – Amendment (classified)

| | | | | |
|--|---|------------|------------|-------|
| Class 1 – Amendment to change the use of the permit (89 fee units) | N | \$1,415.10 | \$1,415.10 | 0.00% |
| Class 2 – Amendment to a permit (89 fee units) | N | \$1,415.10 | \$1,415.10 | 0.00% |
| Class 3 – Amendment to class 2, 3, 4, 5 or 6 permit if < \$10K (13.5 fee units) | N | \$214.65 | \$214.65 | 0.00% |
| Class 4 – Amendment to class 2, 3, 4, 5 or 6 permit if > \$10K – < \$100K (42.5 fee units) | N | \$675.75 | \$675.75 | 0.00% |

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| Name | GST | Year 23/24 Fee (incl. GST) | Year 24/25 Fee (incl. GST) | Increase % |
|------|-----|----------------------------------|----------------------------------|---------------|
|------|-----|----------------------------------|----------------------------------|---------------|

Planning Permit Fees – Amendment (classified) [continued]

| | | | | |
|---|---|------------|------------|-------|
| Class 5 – Amendment to class 2, 3, 4, 5 or 6 permit if > \$100K – < \$500K (87 fee units) | N | \$1,383.30 | \$1,383.30 | 0.00% |
| Class 6 – Amendment to class 2, 3, 4, 5 or 6 permit if > \$500K (94 fee units) | N | \$1,494.60 | \$1,494.60 | 0.00% |
| Class 7 – Amendment to VicSmart permit if < \$10K (13.5 fee units) | N | \$214.65 | \$214.65 | 0.00% |
| Class 8 – Amendment to VicSmart permit if > \$10K (29 fee units) | N | \$461.10 | \$461.10 | 0.00% |
| Class 9 – Amendment to class 9 permit (13.5 fee units) | N | \$214.65 | \$214.65 | 0.00% |
| Class 10 – Amendment to class 10 permit (13.5 fee units) | N | \$1,235.25 | \$1,235.25 | 0.00% |
| Class 11 – Amendment to class 11 if < \$100K (77.5 fee units) | N | \$1,661.55 | \$1,661.55 | 0.00% |
| Class 12 – Amendment to class 12, 13, 14, 15 & 16 permit if > \$100K – < \$1M (104.5 fee units) | N | \$3,664.95 | \$3,664.95 | 0.00% |
| Class 13 – Amendment to class 16 (89 fee units) | N | \$3,664.95 | \$3,664.95 | 0.00% |
| Class 14 – Amendment to class 17 permit (89 fee units) | N | \$1,415.10 | \$1,415.10 | 0.00% |
| Class 15 – Amendment to class 18 permit (89 fee units) | N | \$1,415.10 | \$1,415.10 | 0.00% |
| Class 16 – Amendment to class 19 permit (89 fee units) | N | \$1,415.10 | \$1,415.10 | 0.00% |
| Class 17 – Amendment to class 20 permit (89 fee units) | N | \$1,415.10 | \$1,415.10 | 0.00% |
| Class 18 – Amendment to class 21 permit (89 fee units) | N | \$1,415.10 | \$1,415.10 | 0.00% |
| Class 19 – Amendment to class 22 permit (89 fee units) | N | \$1,415.10 | \$1,415.10 | 0.00% |

Planning Permit/Planning Permit Amendment Fees

| | | | |
|--|---|--|----------------------|
| Combined permit applications | N | | Calculation required |
| The fee for an application for any combination of the classes of application outlined below 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 | N | | Calculation required |

Planning Permit Fees – Development

| | | | | |
|---|---|-------------|-------------|-------|
| Class 1 – Use (89 fee units) | N | \$1,415.10 | \$1,415.10 | 0.00% |
| Class 2 – Single < \$10K (13.5 fee units) | N | \$214.65 | \$214.65 | 0.00% |
| Class 3 – Single > \$10K < \$100K (42.5 fee units) | N | \$675.75 | \$675.75 | 0.00% |
| Class 4 – Single > \$100K < \$500K (87 fee units) | N | \$1,383.30 | \$1,383.30 | 0.00% |
| Class 5 – Single > \$500K < \$1M (94 fee units) | N | \$1,494.60 | \$1,494.60 | 0.00% |
| Class 6 – Single > \$1M < \$2M (101 fee units) | N | \$1,605.90 | \$1,605.90 | 0.00% |
| Class 7 – VicSmart < \$10K (13.5 fee units) | N | \$214.65 | \$214.65 | 0.00% |
| Class 8 – VicSmart > \$10K (29 fee units) | N | \$461.10 | \$461.10 | 0.00% |
| Class 9 – VicSmart Sub (13.5 fee units) | N | \$214.65 | \$214.65 | 0.00% |
| Class 10 – VicSmart App'n (other than class 7, 8 or 9) (13.5 fee units) | N | \$214.65 | \$214.65 | 0.00% |
| Class 11 – Dev < \$100K (77.5 fee units) | N | \$1,232.25 | \$1,232.25 | 0.00% |
| Class 12 – Dev > \$100K < \$1M (104.5 fee units) | N | \$1,661.55 | \$1,661.55 | 0.00% |
| Class 13 – Dev > \$1M < \$5M (203.5 fee units) | N | \$3,664.95 | \$3,664.95 | 0.00% |
| Class 14 – Dev > \$5M < \$15M (587.5 fee units) | N | \$9,341.25 | \$9,341.25 | 0.00% |
| Class 15 – Dev > \$15M < \$50M (1732.5 fee units) | N | \$27,546.75 | \$27,546.75 | 0.00% |
| Class 16 – Dev > \$50M (3,894 fee units) | N | \$61,914.60 | \$61,914.60 | 0.00% |
| Class 17 – Sub Existing (89 fee units) | N | \$1,415.10 | \$1,415.10 | 0.00% |
| Class 18 – Sub 2 lots (89 fee units) | N | \$1,415.10 | \$1,415.10 | 0.00% |
| Class 19 – Realign (89 fee units) | N | \$1,415.10 | \$1,415.10 | 0.00% |

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| Name | GST | Year 23/24 Fee (incl. GST) | Year 24/25 Fee (incl. GST) | Increase % |
|------|-----|----------------------------------|----------------------------------|---------------|
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Planning Permit Fees – Development [continued]

| | | | | |
|---|---|------------|---------------------------------|-------|
| Class 20 – Sub (other than class 17, 18 or 19) (89 fee units) | N | | \$1,361.00 per 100 lots created | |
| Class 21 – Vary Restriction (89 fee units) | N | \$1,415.10 | \$1,415.10 | 0.00% |
| Class 22 – Non defined (89 fee units) | N | \$1,415.10 | \$1,415.10 | 0.00% |

Type of Planning Application Fees

| | | | | |
|--|---|------------|---------------------------------|------------|
| To Subdivide an existing building (89 fee units) | N | \$1,415.10 | \$1,415.10 | 0.00% |
| To Subdivide land into two lots (89 fee units) | N | \$1,415.10 | \$1,415.10 | 0.00% |
| To effect a realignment of a common boundary between lots or to consolidate two or more lots (89 fee units) | N | \$1,415.10 | \$1,415.10 | 0.00% |
| To subdivide land other than above types of subdivision (89 fee units) | N | | \$1,361.00 per 100 lots created | |
| 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 (89 fee units) | N | \$1,415.10 | \$1,415.10 | 0.00% |
| To create, vary or remove a restriction within the meaning of the Subdivision Act 1988; or to create or remove a right of way (89 fee units) | N | \$1,415.10 | \$1,415.10 | 0.00% |
| 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 (89 fee units) | N | \$1,415.10 | \$1,415.10 | 0.00% |
| To amend an application for a permit after notice has been given | N | | | 40% of fee |

Whole Farm Plans Fees

| | | | | |
|--|---|----------|----------|-------|
| Application for certification of whole farm plans (22 fee units) | N | \$349.80 | \$349.80 | 0.00% |
| To amend to end an agreement under section 173 of the Act (44.5 fee units) | N | \$707.55 | \$707.55 | 0.00% |

Works within a Road Reserve Permit

Municipal Road with Speed Limit Less Than 50kmh Fees

| | | | | |
|---|---|----------|----------|-------|
| Works conducted on any part of the roadway, shoulder or pathway (23.5 fee units) | N | \$374.00 | \$374.00 | 0.00% |
| Works not conducted on any part of the roadway, shoulder or pathway (6 fee units) | N | \$95.00 | \$95.00 | 0.00% |

Municipal Road with Speed Limit Greater Than 50kmh Fees

| | | | | |
|--|---|----------|----------|-------|
| Works conducted on any part of the roadway, shoulder or pathway (43.1 fee units) | N | \$685.00 | \$685.00 | 0.00% |
| Works not conducted on any part of the roadway, shoulder or pathway (23.5 fee units) | N | \$374.00 | \$374.00 | 0.00% |

Planning Infringements

| | | | | |
|---|---|------------|------------|-------|
| Planning Infringement Notice (Private 5 penalty units) per offence under the Planning and Environment Act | N | \$961.55 | \$961.55 | 0.00% |
| Planning Infringement Notice (Company 10 penalty units) per offence under Planning and Environment Act | N | \$1,923.10 | \$1,923.10 | 0.00% |

Planning Subdivisions

| | | | | |
|--|---|----------|----------|-------|
| Processing an application to certify a plan of subdivision under the Subdivision Act 1988 (11.8 fee units) | N | \$187.62 | \$187.62 | 0.00% |
|--|---|----------|----------|-------|

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| Name | GST | Year 23/24 Fee (incl. GST) | Year 24/25 Fee (incl. GST) | Increase % |
|------|-----|----------------------------------|----------------------------------|---------------|
|------|-----|----------------------------------|----------------------------------|---------------|

Planning Subdivisions [continued]

| | | | | |
|---|---|----------------------------------|----------|-------|
| Processing any other application for certification under the Subdivision Act 1988 (11.8 fee units) | N | \$187.62 | \$187.62 | 0.00% |
| Check Engineering plans | N | 0.75% x cost of engineering work | | |
| Engineering Plan prepared by Council | N | 3.50% x cost of engineering work | | |
| Supervision of Works | N | 2.50% x cost of engineering work | | |
| Certificates of Compliance under section 97N (22 fee units) | N | \$349.80 | \$349.80 | 0.00% |
| The fee for determining a matter where a planning scheme specifies that the matter must be done to the satisfaction of a responsible authority or a referral authority (22 fee units) | N | \$349.80 | \$349.80 | 0.00% |

DRAFT

8.5.7 Budget 2024/25 - Endorse fees and charges- Street Furniture and A Boards

| | |
|---------------------------------|--|
| Directorate: | Corporate |
| Responsible Officer: | Manager Finance and Investment |
| Manager: | Director Corporate |
| Attachments: | Nil |
| Conflict of Interest: | In accordance with section 130 of the Local Government Act 2020, the officer preparing this report declares no conflict of interest regarding this matter. |
| Council Plan Reference: | Growing Quality of Life Effective and efficient services available locally Enablers Financial Services |
| Other Strategic Context: | Budget Financial Plan |

1. PURPOSE

To seek Council endorsement to include the two (2) Local Law Fees listed in this report in the draft 2024/25 fees and charges. This separate report has been provided due to a potential conflict of interest with a Councillor which would, if not treated as a separate report, would exclude that Councillor from being involved with setting all of Council's other fees and charges.

2. RECOMMENDATION

That Council

- 1. Endorse the inclusion of the two (2) fees and charges listed below into the draft 2024/25 fees and charges for public consultation over a period of three (3) weeks, commencing 21 February 2024.**
- 2. Note that a report will be provided to Council on the public submissions received during the advertising process at the 26 March 2024 Council Briefing, prior to Council being presented with the draft 2024/25 fees and charges to consider for adoption at its 16 April 2024 meeting.**

3. BACKGROUND

For the 2024/25 financial year, Council is developing and considering its proposed fees and charges separate from the operating budget and rates consultation process.

As part of the budget process, Council staff have prepared draft 2024/25 fees and charges based on internal stakeholder engagement, as well as through initial Councillor feedback via the Briefing session held on the 30 January 2024.

The fees and charges are ready for a public consultation process and this report is to seek endorsement to proceed with the public consultation which will involve putting the fees and charges out for public comment.

This report is for two (2) Local Laws Fees, as listed below. Due to a potential conflict of interest with a Councillor, these fees have been reported separate from the main draft 2024/25 fees and charges document for Council discussion and resolution.

Previous Council Discussion

Initial Council Briefing was held 30 January 2024 between ELT and Councillors to review the initial draft of fees and charges for the 2024/25 financial year.

4. DISCUSSION

The Local Government Act 2020 (the Act) empowers councils to set the fees and charges to offset the cost of their services. Section 94 of the Local Government Act 2020 (the Act) requires that Council prepares a budget for the upcoming financial year and three (3) subsequent financial years. As part of this process, fees and charges are required to be set by Council for the upcoming financial year.

A widely accepted public sector pricing principle is that fees and charges should be set at a level that recovers the full cost of providing the services unless there is an overriding policy or imperative in favour of subsidisation. In so doing, Councils must apply principles of sound financial management.

Every year the budget process becomes more complex with rising costs, the reality of operating under rate-capping and additional requirements from Federal and State governments. In the budget process, fees and charges are a component of Councils overall revenue stream for the financial year – a vital revenue stream as they enable Council to fully or partially recovery the cost to provide a service obligation.

Due to a potential conflict of interest, the two (2) fees and charges listed below have been removed from the draft 2024/25 fees and charges report to Council and reported separately for Council resolution. Upon Council resolution, the two fees will be included in the draft 2024/25 fees and charges document that will go on public display.

| Name | GST | Year 23/24 Fee (incl. GST) | Year 24/25 Fee (incl. GST) | Increase % |
|------|-----|----------------------------------|----------------------------------|---------------|
|------|-----|----------------------------------|----------------------------------|---------------|

Campaspe Shire Council

Non Statutory

Local Laws Fees

| | | | | |
|---|---|----------|----------|-------|
| Street furniture – per setting (table and 4 chairs) | N | \$164.00 | \$173.00 | 5.49% |
| A Boards (per board) | N | \$102.00 | \$108.00 | 5.88% |

5. STAKEHOLDER ENGAGEMENT

Internal consultation:

Throughout December 2023 and January 2024 Council staff that have responsibility for managing the services where fees are charged were required to undertake a review of the fees and charges.

Councillors:

Briefing 30 January 2024 to go through the fees and charges after the internal consultation process was completed.

External consultation:

None. This report commences the external consultation with regards to the fees and charges by seeking endorsement to go out to public consultation.

Community Engagement

Council's Community Engagement Policy identifies the level of community engagement to be undertaken in accordance with the IAP2 framework.

This report is seeking approval to commence the community engagement process with regards to Council's 2024/25 fees and charges. Level of engagement will be Consult: Communicate and seek feedback on a change from those affected and the broader public.

Community consultation will be undertaken via Council's website and through print and social media platforms.

Public Transparency Policy

Under Council's Public Transparency Policy and Principles outlined in section 58 of the *Local Government Act (Vic) 2020*, the public consultation process for the 2024/25 fees and charges allows for transparency and public awareness by asking for submissions to the proposed fees and charges. The overall outcome of this process is to:

- (a) increase confidence and trust in the community through greater understanding and awareness.
- (b) provide information that is current, easily accessible and disseminated in a timely manner.

6. LEGISLATIVE CONTEXT

Local Government Act 2020

7. FINANCIAL AND OTHER RESOURCE IMPLICATIONS

Changes in the setting of fees and charges will have an impact on budgeted revenue contained within Council's draft 2024/25 budget.

8. ENVIRONMENTAL IMPLICATIONS

There are no environmental implications relevant to this report.

9. OPPORTUNITIES AND RISK

Opportunities:

Engaging with the community earlier in the 2024/25 budget process will provide Council with valuable feedback from the community prior to adopting the 2024/25 fees and charges. Undertaking this process will also assist Council to finalise the 2024/25 user fees and charges revenue budgets based on the community feedback.

Risk:

Compliance Risk – Council is required to adopt its 2024/25 budget by 30 June 2024. This report is a step towards achieving this target and meeting our legislated obligations.

Financial Risk – If fees and charges fail to keep pace with the cost of service provision, Council's financial sustainability is put at risk.

Reputation Risk – Council needs to be aware that if our community perceive that costs of Council services are being unfairly or disproportionately increased, this may cause public angst with a subsequent potential detrimental impact on Council's reputation. Officers have considered the fees above in line with Council's fee review framework which should limit this risk.

10. CONCLUSION

That the draft 2024/25 fees and charges are placed for public consultation for a period of three (3) weeks and public submissions received are reported back to Council at the 26 March 2024 Council Briefing.

8.5.8 Flood Emergency & Immediate Works (Civil) - Panel of Suppliers

| | |
|---------------------------------|--|
| Directorate: | Corporate |
| Responsible Officer: | Procurement Coordinator |
| Manager: | Director Infrastructure |
| Attachments: | 1. CONFIDENTIAL REDACTED - C 24006 - Registration of Tenders Extract [8.5.8.1 - 1 page] |
| Conflict of Interest: | In accordance with section 130 of the Local Government Act 2020, the officer preparing this report declares no conflict of interest regarding this matter. |
| Council Plan Reference: | Resilient protected and healthy natural environment Well managed resources for a sustainable future Well planned places Land and underlying infrastructure suitable for growing populations Ability to travel safely and easily by road and rail |
| Other Strategic Context: | Road Management Plan Policy 126 - Procurement |

1. PURPOSE

The purpose of this report is to:

Provide the necessary information to council to enable it to consider an award of Contract C24006 – Flood Emergency & Immediate works (Civil) – Panel of Suppliers.

2. RECOMMENDATION

That Council delegate authority to the Chief Executive Officer to award:

Contract C24006 – Flood Emergency & Immediate Works (Civil) – Panel of suppliers, to the list of suppliers recommended by the Tender Evaluation Panel.

3. BACKGROUND

Council's 2024 flood recovery project scope is derived from customer requests and visual onsite inspections following the recent storm and flood event in January 2024. Assets identified for repair works include roads & drainage infrastructure. The identified assets are non-compliant or are failing to provide the minimum level of service required. The project has been staged in alignment to the Disaster Recovery Funding Arrangements (DRFA) funding requirements, with emergency and immediate works within 3 months of the declared event, then Reconstruction of Essential Public Assets (REPA) works to follow. The works are planned to be delivered as an immediate priority to enable safe operation of the road network.

This tender is for a schedule of rates contractor panel arrangement to enable preparation and award of work packages in a timely manner, to achieve the DRFA timelines.

Previous Council Discussion

Briefing session 6 February 2024

4. DISCUSSION

For emergency and immediate works to be completed within 3 months of the disaster event being declared closed, time is critical to commence works. Delaying approval of the tender until the March Council meeting would result in additional time pressures to meet the grant deadlines. The tender for this contract was opened on 31 January and will be closing on 14 February 2024. As a result, officers had not completed the tender evaluation at the time of preparing this council report and there was not enough time for a recommendation of suppliers to the panel to be presented for consideration to a Council briefing session unless the award is held over to Council's March meeting. To maximise the time to deliver emergency and immediate works, this report seeks Council's authorisation of the CEO to award the contract to the recommended tender panel suppliers without Council being privy to the selected tenderers prior to award. The list of companies that have tendered to be on the panel and who will now be considered by the tender assessment panel is attached to this report in the confidential attachment. Council should note that only tenderers assessed as being suitable by the tender assessment panel will be recommended to the CEO to be approved for this tender.

Councillors should note that this report has been brought before them as the anticipated spend for this panel contract will exceed \$1million.

This contract is primarily for the delivery of road and drainage construction works associated with the flood recovery program. The works are in accordance with DRFA requirements for flood recovery works, and include:

- Backfilling washouts in the road.
- Maintenance grading – earthen & gravel roads & sealed road shoulders.
- Localised and full segment length re-sheeting of gravel roads and sealed road shoulders.
- Seal patching – granular pavement repair and seal patch.
- Debris removal (tree branches, vegetation, earthen material, gravel)
- Culvert repair or replacement
- Reinstatement of erosion control

There is no pre-approved budget for these works. Works are completed in accordance with DRFA guidelines and reimbursed at the completion of works.

5. STAKEHOLDER ENGAGEMENT

Internal consultation:

- Manager Major Projects
- Manager Engineering
- Infrastructure Development Coordinator
- Project Manager

Councillors:

- 6 February 2024 Council briefing session

External consultation:

- Emergency Management Victoria

Community Engagement

Council's Community Engagement Policy identifies the level of community engagement to be undertaken in accordance with the IAP2 framework. The level of community engagement undertaken was:

Inform: Communicate a change, focusing on why, when and how it will happen (Community influence: Nil).

Public Transparency Policy

The tender has been run through an open, publicly advertised tender process.

6. LEGISLATIVE CONTEXT

Local Government Act 2020 (Vic)

S108 – Procurement Policy

7. FINANCIAL AND OTHER RESOURCE IMPLICATIONS

The expenditure under this contract will be reimbursed by the Disaster Recovery Funding Arrangements (DRFA).

8. ENVIRONMENTAL IMPLICATIONS

Not applicable.

9. OPPORTUNITIES AND RISK

Opportunities:

This process was an open tender, this gives an opportunity for any business with the capability and capacity to participate in the tender.

Risk:

Reputation Risk
Safety Risk

This supplier panel enables Council to have a panel of contractors to complete the packages of flood recovery works on Council assets that have been impacted by the floods.

The community have an expectation that Council will repair the roads to a safe condition.

8.6 Infrastructure

8.6.1 Capital Works Program Quarterly Update (Major Projects) (February)

| | |
|---------------------------------|---|
| Directorate: | Infrastructure |
| Responsible Officer: | Capital Works Coordinator |
| Manager: | Manager Major Projects |
| Attachments: | <ol style="list-style-type: none">1. CWP 2324 December Summary Report [8.6.1.1 - 7 pages]2. CWP 2324 December Dashboard [8.6.1.2 - 2 pages] |
| Conflict of Interest: | In accordance with section 130 of the Local Government Act 2020, the officer preparing this report declares no conflict of interest regarding this matter. |
| Council Plan Reference: | Resilient protected and healthy natural environment Well managed resources for a sustainable future Well planned places Attractive and useable sites of importance Land and underlying infrastructure suitable for growing populations Quality, attractive recreational spaces Improved walkability and cyclability within townships Ability to travel safely and easily by road and rail Enablers Financial services Plant and fleet management |
| Other Strategic Context: | Asset Management Plans Budget Financial Plan |

1. PURPOSE

The purpose of this report is to provide a summary of Quarter 2 delivery under the 2023/24 Capital Works Program (CWP).

2. RECOMMENDATION

That Council receive and note the progress towards the annual CWP.

3. BACKGROUND

The 2023/24 CWP consists of 86 key projects, 79 of which were included on the program as new works or carry over works from 2022/23 as part of the 2023/24 budget process.

Additional projects have been included on the program since the budget was adopted due to Local Roads and Infrastructure Stage 4 funding being approved, and emergency capital or flood related works being included on the program.

The projects were at the following stages by 31 December 2023.

| Type | Total | In design /Project Planning | Tender | Construction | Complete |
|------------|-------|-----------------------------|--------|--------------|----------|
| New works | 37 | 17 | 4 | 14 | 2 |
| Carry Over | 42 | 8 | 3 | 17 | 14 |
| Additional | 7 | 3 | | 2 | 2 |

The original target spend for the year was \$40.2m (excluding grant dependant projects). This target includes projects that have received funding approval since the budget was adopted.

In September 2023, the projects nominated under the Local Roads and Community Infrastructure Phase 4 funding program (LRCI 4) were approved. Projects that are proposed for delivery this financial year are included in target spend, hence a revised target capital spend of \$44m. The target spend will be further revised to include any additional grant funded projects as funds are confirmed.

Previous Council Discussion

The last CWP and Major Projects update was provided to Council at the 14 November 2023 briefing session.

4. DISCUSSION

Current Status

The delivery of the 2023/24 CWP is summarised in the attached Dashboard and Summary Reports.

The year to date (YTD) expenditure by 31 December 2023 was \$13.8m.

By 31 December 2023 \$17.5m had been committed providing a total actuals and commitments of \$31.3m.

| Spend Summary | New Works | Carry Overs /Multi Year Projects | Additional Projects | Total |
|-------------------------------------|---------------------|----------------------------------|---------------------|---------------------|
| Target Spend | \$30,442,332 | \$12,040,156 | \$1,535,955 | \$44,018,443 |
| Actual Spend | \$6,154,230 | \$7,344,961 | \$296,804 | \$13,795,994 |
| Commitments | \$13,608,413 | \$3,259,742 | \$677,531 | \$17,545,685 |
| Actuals & Commitments | \$19,762,643 | \$10,604,702 | \$974,334 | \$31,341,679 |
| Act & Comm compared to Target Spend | 65% | 88% | 63% | 71% |

5. STAKEHOLDER ENGAGEMENT

Internal consultation:

- ELT (Executive Leadership Team) 17 January 2024

Councillors:

- Council Briefing 6 February 2024

Community Engagement

Council's Community Engagement Policy identifies the level of community engagement to be undertaken in accordance with the IAP2 framework. The level of community engagement undertaken was:

Inform: Communicate a change, focusing on why, when, and how it will happen (Community influence: Nil).

Appropriate communication plans are developed for individual projects on the Capital Works Program to ensure the community are informed of works and any impact on Council services.

Public Transparency Policy

Not applicable

6. LEGISLATIVE CONTEXT

The requirements of Section 9(2)(a) of the Local Government Act 2020 (Vic), have been considered and there are no legislative implications arising from this report.

7. FINANCIAL AND OTHER RESOURCE IMPLICATIONS

The Capital Works program is adopted annually and provides a target spend for the financial year. The body of this report provides an update on financial progress by the end of quarter 2. External factors can result in delays to projects and result in financial carry over from one year to the next. Cash flow and expected spend is reviewed monthly to identify at risk projects for discussion with ELT and Council, as necessary.

8. ENVIRONMENTAL IMPLICATIONS

No environmental implications for the municipality have been identified with this report.

9. OPPORTUNITIES AND RISK

Risk:

Infrastructure Program Delivery Risk – There is a risk of non-delivery of the adopted program resulting in reputational damage and council assets not being renewed in a timely manner. This is mitigated by regular monitoring and reporting of progress, and scheduling projects over multiple years to enable full design and approvals to be received and inform accurate delivery timelines.

Active Project Status Report
Shire of Campaspe Capital Works Program
Whole of Life



| | |
|--|---|
| | On hold |
| | Issue identified that cannot be recovered without external intervention |
| | Issues identified and under close management |
| | No issues identified |

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Project Details

| Project No | Project Description | Status | Comments | Budget (Whole of Project Life) | Actual Cost (Whole of Project Life) | Committed Cost | Forecast Start | Forecast Finish |
|---|--|--------|--|--------------------------------|-------------------------------------|-------------------|----------------|-----------------|
| Open Projects | | | | | | | | |
| Advance Designs and Project Management Costs | | | | | | | | |
| PR-100756 | Advance Designs All Areas (Parent Proj) | | Advance designs to inform grant applications - designs underway. | 185,000.00 | 0.00 | 0.00 | 1/07/2022 | 30/06/2024 |
| PR-100827 | Riverboat Dock to Vic Park Levee Walkway | | The ELT required the Project Sponsor to brief the Council about the proposed fencing. | 0.00 | 31,485.20 | 5,810.00 | 1/07/2022 | 4/12/2023 |
| PR-100829 | Tongala Sound Shell DDA Access | | Design complete. | 0.00 | 8,890.00 | 0.00 | 1/02/2023 | 30/06/2023 |
| PR-100838 | South Boundary Rd Drainage Invest & Desi | | RFT for Stage 1 works closes 19/01/2024. Additional investigation being undertaken in relation to service relocations and removal of native vegetation for design of Stage 2 works. Awaiting landowner consent for Stage 1 works from Goulburn Murray Water. | 200,000.00 | 25,258.00 | 1,550.00 | 1/07/2023 | 30/06/2024 |
| PR-100859 | Echuca Mitchell Street Design | | Consultant engaged to review Mitchell Street pump capacity and inform any required upgrades. | 0.00 | 20,642.17 | 42,657.83 | 1/07/2023 | 30/06/2024 |
| | | | | 385,000.00 | 86,275.37 | 50,017.83 | | |
| Bridges | | | | | | | | |
| PR-100318 | Gobarup Raglus Bridge Design | | Design to be completed using advanced design funding. | 36,392.91 | 38,002.91 | 4,270.00 | 1/07/2019 | 30/12/2023 |
| PR-100557 | Gunbower Thompsons Bridge Renewal | | Project Sponsor is following up revised Boundary Agreement with Gannawarra to be followed by community consultation process in relation to bridge-use. These additional activities will result in construction works being carried over into 2024/25. Design & Approval and Procurement activities can be completed in 2023/24. | 516,500.00 | 21,387.35 | 13,700.00 | 1/07/2021 | 22/07/2024 |
| PR-100745 | Echuca Boat Ramp Redevelopment | | Project planning underway, following delay due to October 2022 flood event. Awaiting Vic & NSW surveyor acceptance for state boundary establishment, tentative border line is at summer level water line, resulting in planning in parallel between Vic & NSW agencies. Detailed design under way. Planning submissions for Vic full works under preparation, to be submitted once CHMP is finalized. Land Manager consent in progress. Better Boating Victoria (BBV) (funding partner) has demanded construction commence this year. To enable this, the dry ramp and the floating dock will be constructed this year. Current river levels may prevent works commencing prior to Christmas. CH Due diligence inspection completed, CHMP required with development underway, currently in Finalization stage, ETA approval by mid January. Environmental assessments completed, Native vegetation offsets procured for works. Victorian planning permit submitted for early works. NSW DA submitted for full works. Funding partners have agreed in writing to an EOT to allow construction in Winter 2024 due to flood delay. agreements executed. | 1,980,679.00 | 324,576.25 | 439,582.19 | 1/03/2022 | 1/12/2024 |
| | | | | 2,533,571.91 | 383,966.51 | 457,552.19 | | |
| Buildings & Structures | | | | | | | | |
| PR-100109 | Echuca Pof E Discovery Centre (Log Slip) | | Heritage Vic approval with conditions received 17/10. Pre-Commencement conditions confirmed met 27/11. Heritage NSW approval pending Development Consent from Murray River Shire. Planning to undertake Vic works 11/12. Strathmerton Station platform works continue to be delayed awaiting issue of Building Permit by CSC. Timing of works TBC once permit received but will now likely be Feb 2024 due to busy holiday period at Port. | 625,000.00 | 429,373.81 | 156,102.73 | 31/03/2021 | 1/03/2024 |
| PR-100353 | Echuca Holiday Park Master Plan | | Holiday Park accessible cabins under construction, due to be completed early 2024. Playground and basketball court complete. Waterplay construction has commenced and will be complete by December. | 1,600,000.00 | 1,290,298.75 | 247,369.52 | 1/07/2022 | 30/06/2024 |
| PR-100360 | Echuca Victoria Pk Masterplan (Design) | | Public consultation has been completed. Designs are being revised to incorporate changes. Expected completion of design by December 2023. | 300,000.00 | 280,317.54 | 7,592.80 | 1/07/2021 | 23/12/2023 |
| PR-100486 | Echuca EWMAC Plantroom & Chemical Upgrad | | The ELT has placed all EWMAC projects on-hold. | 54,000.00 | 1,050.00 | 0.00 | 1/07/2023 | 30/06/2024 |
| PR-100498 | Echuca Holiday Park Upgrade Stage 3 | | Amenities block and en-suite sites tender evaluation to be completed in November. Cabin refurbishment specification has been awarded and underway. Likely delivery after Easter holidays so as not to conflict with peak season. | 598,662.59 | 582,701.51 | 15,960.08 | 1/07/2020 | 30/06/2023 |
| PR-100585 | Echuca Moama Arts Precinct | | Archaeological assessment complete, consent application underway with Heritage Vic. | 144,500.00 | 122,979.73 | 600.00 | 1/07/2021 | 1/12/2023 |
| PR-100596 | Rushworth Service Centre Upgrade | | Waiting on our Occupancy Certificate. List of rectification items are well underway by the Builder. | 1,399,970.00 | 1,440,959.63 | 50,278.79 | 1/07/2021 | 30/10/2023 |
| PR-100599 | Echuca Depot Toilet and Car Park | | Design completed, procurement underway. | 107,500.00 | 48,414.26 | 0.00 | 1/07/2021 | 30/06/2024 |
| PR-100605 | Tongala Tennis Club Rooms Renewal | | Additional funding to complete the project has been agreed. Building Permit is being actioned. Construction start date now 1/4/2023 and project is on target for this date. | 190,000.00 | 1,080.00 | 184,340.00 | 1/07/2021 | 30/12/2023 |
| PR-100646 | Campaspe Animal Shelter Dog Area | | Construction works underway. | 521,471.00 | 482,789.09 | 3,650.00 | 1/07/2022 | 30/11/2023 |
| PR-100675 | Shire Resource Recovery Centre Skip Load | | RFT closing 05/12. Forecasting start of works early 2024. | 917,000.00 | 70,781.50 | 27,354.70 | 1/07/2022 | 29/03/2024 |
| PR-100688 | Echuca Aquatic Reserve PublicToilets | | Concept designs completed, currently waiting on QS. Construction of project nominated for 24/25FY | 60,000.00 | 21,157.50 | 0.00 | 1/07/2022 | 30/08/2023 |
| PR-100734 | Shire Wide Solar Program (LRCI3) | | Installation at EMFM and minor defect works to be completed before close out. | 500,000.00 | 468,880.98 | 48,854.90 | 1/01/2022 | 1/12/2023 |
| PR-100738 | Echuca Star Hotel Cellar Renewal | | Consultant engaged to provide engineering advice/solutions. | 0.00 | 7,049.61 | 4,500.00 | 1/07/2023 | 30/06/2024 |
| PR-100741 | Echuca Saleyards Bull Pen | | Handover completed from James Ryan - Sale yards Manager. Design & work planning in progress. | 106,000.00 | 0.00 | 6,676.70 | 1/07/2023 | 28/04/2024 |
| PR-100749 | Echuca Canoe Club Storage Design | | Bollards ordered and received, hope to be installed prior to Christmas. | 50,000.00 | 24,459.00 | 1,120.00 | 1/07/2022 | 1/12/2023 |
| PR-100762 | Echuca Victoria Pk Multi-use Changeroom | | Design and Construction Contract Awarded in July 2023, Contractor progressing with detail design - Concept Detail Design approved late August. Building Permit submitted in August. Other service works need to be accounted for, and are currently being designed. | 555,600.00 | 37,330.00 | 43,996.00 | 1/07/2022 | 24/03/2024 |

Active Project Status Report
Shire of Campaspe Capital Works Program
Whole of Life



| | |
|--|---|
| | On hold |
| | Issue identified that cannot be recovered without external intervention |
| | Issues identified and under close management |
| | No issues identified |

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Project Details

| Project No | Project Description | Status | Comments | Budget (Whole of Project Life) | Actual Cost (Whole of Project Life) | Committed Cost | Forecast Start | Forecast Finish |
|-------------------------------|---|--------|---|--------------------------------|-------------------------------------|---------------------|----------------|-----------------|
| PR-100765 | Shire Public Amenities Program (LRCI3) | | Demolition works commenced Monday 16 October 2023 and were completed Tuesday 24 October 2023 Induction and handover to ASCO completed 27 October 2023. An updated schedule has been provided by ASCO - Final completion is scheduled over the Christmas holidays. We are working with ASCO to bring this date forward | 850,000.00 | 739,352.09 | 60,487.72 | 1/07/2022 | 31/12/2023 |
| PR-100784 | Kyvalley Hall Toilet & Entrance Upgrade | | Inadequate budget. Project to be rescoped. | 52,000.00 | 660.00 | 0.00 | 1/07/2023 | 30/06/2024 |
| PR-100796 | Shire Building Renewals (Parent Project) | | Parent project for building renewals - child projects scoped. Some child projects to be reviewed and reported to Exec / Council as required | 1,388,500.00 | 0.00 | 0.00 | 1/07/2023 | 30/06/2024 |
| PR-100806 | Shire Security Review Implement Stage 2 | | Tender advertised. | 346,500.00 | 1,170.00 | 56,520.00 | 1/07/2023 | 30/06/2024 |
| PR-100818 | Shire DDA Works 23/24 | | Design for path replacement at Historical society underway. Works expected to be completed by January 2024. | 106,000.00 | 3,060.00 | 1,250.00 | 1/07/2023 | 30/06/2024 |
| PR-100819 | Echuca Saleyards Bugle Laneway Design | | Handover completed from James Ryan - Sale yards Manager. Design & work planning in progress. | 54,000.00 | 0.00 | 2,953.20 | 1/07/2023 | 28/04/2024 |
| PR-100820 | Echuca Holiday Park Upgrades | | See child projects | 2,000,000.00 | 54,764.96 | 331,365.41 | 1/07/2023 | 30/06/2024 |
| PR-100830 | Kyabram Service Centre Renewal | | Project is on hold pending confirmation of scope of works and relocation of service when works are to take place. | 0.00 | 2,700.00 | 0.00 | 1/07/2023 | 30/06/2024 |
| PR-100834 | Rochester Service Centre & Library Upgra | | Project divided into 3 parts - Internal fitout - Concept design completed. Tender issued and will close late September '23. Roof repairs - RFQ documentation in progress. HVAC - To go for RFQ post detailed for internal fitout. | 330,000.00 | 155,803.65 | 141,780.35 | 6/04/2023 | 30/11/2023 |
| PR-100835 | Rochester Childcare Centre Upgrade St 2 | | Variation approved and contractually executed. Detailed design received 23/10. Adjustments being made and Building Permit being arranged. Target start on site mid-December (pending permit). | 356,383.00 | 20,109.98 | 364,152.25 | 6/04/2023 | 30/11/2023 |
| PR-100837 | Echuca Shire Civic Centre Window & Door | | The Planning Department requires that timber windows and doors be specified and that a Heritage Consultant be engaged to prepare the planning application. | 0.00 | 875.00 | 0.00 | 1/07/2023 | 31/03/2025 |
| PR-100843 | Stanhope Senior Citizens Renewals | | Project planning underway. Designs completed with RFQ workup imminent. | 0.00 | 2,300.00 | 0.00 | 1/07/2023 | 30/06/2024 |
| PR-100844 | Stanhope Kindergarten Flooring Renewal | | Scope has been defined and contractor engaged. An invasive check of the rear foundations has been completed and found the footings were in good condition and will not be problematic with this installation. | 0.00 | 2,590.00 | 0.00 | 1/07/2023 | 30/06/2024 |
| PR-100847 | Echuca Saleyards Columns Rectification | | Handover completed from James Ryan - Sale yards Manager. Design & work planning in progress. | 160,000.00 | 580.00 | 10,590.37 | 1/07/2023 | 30/06/2024 |
| PR-100860 | Rochester Community House Door | | Awaiting feedback from Building Department prior to proceeding further. | 50,000.00 | 0.00 | 0.00 | 1/07/2023 | 30/06/2024 |
| PR-100861 | Riverboat Dock Flood Insurance Works | | Purchase Orders have been raised with the Plant Supplier & Landscape Contractor. Waiting on the latest high river event until we start our works. Also waiting on ELT to appoint the responsible Manager for the Space to be appointed so we don't encounter any issues / dramas with the Boat Operators down at the Riverfront Development. | 180,155.00 | 0.00 | 180,155.00 | 5/09/2022 | 31/12/2024 |
| PR-100868 | Campaspe Public Amenities- Echuca & Colbinabbin | | Kick off meeting scheduled with sponsor December 2023. Design - Existing conditions drawings required - Geotechnical report for each site required - Demolition drawings required | 575,182.00 | 0.00 | 0.00 | 10/11/2023 | 30/06/2025 |
| | | | | 14,178,423.59 | 6,293,588.59 | 1,947,650.52 | | |
| Fencing & Bollards | | | | | | | | |
| PR-100739 | Shire Resource Recov Centre Safety Gates | | Finalising design with GMR. Agreement needed on the applicable standards and guidelines to use. | 100,000.00 | 42,455.50 | 7,433.50 | 1/07/2022 | 30/04/2024 |
| | | | | 100,000.00 | 42,455.50 | 7,433.50 | | |

Active Project Status Report
Shire of Campaspe Capital Works Program
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Project Details

| Project No | Project Description | Status | Comments | Budget (Whole of Project Life) | Actual Cost (Whole of Project Life) | Committed Cost | Forecast Start | Forecast Finish |
|---|--|--------|---|--------------------------------|-------------------------------------|-------------------|----------------|-----------------|
| Footpaths & Cycleways | | | | | | | | |
| PR-100079 | Rushworth Murchison Rail Trail (LRCI3) | | Approvals oDesign approved by VicRoads for Bendigo Murchison Road oDOT "Works within road reserve" permit to be submitted once all approvals received oGMW Occupation License received July 2023, for a 500m diversion through GMW land oDEECA provided approval for native vegetation removal. oCampaspe Planning permit received 24 August 2023 oCMA Works on waterways permit received Feb 2022 oTLAWC provided approval to proceed with works June 23. However negotiation on compensation to continue. Community consultation - Meetings held with landowners and key stakeholders - Media releases placed in Waranga times - Consultation undertaken with Rushworth Place based plan committee and Historical society - Information stand held on High Street 3 August 23 Construction oRail Trail construction scheduled in stages once planning permit approved, as follows: 1) Native vegetation removal - Completed 18 October 23 2) Bridges repairs and balustrading - Tender November 23 3) Rushworth asphalt section - Tendered 20 October 23 - due 17 November 23 4) 10km Gravel trail - Tender November 23 | 3,155,000.00 | 392,820.22 | 82,059.50 | 1/07/2020 | 30/06/2024 |
| PR-100085 | Kyabram Breen Avenue Shared User Path | | Construction delays on SUP component due to Third Party Access requirements from V/Line. Construction works are underway on footpath/kerb/pedestrian refuge island which reside on Council owned/operated land. | 979,500.00 | 270,015.34 | 527,977.70 | 1/07/2019 | 1/12/2023 |
| PR-100657 | Shire Footpath Renewal Program 22/23 | | Construction complete, Final defects being rectified prior to award of PC. | 920,266.77 | 524,773.42 | 21,506.44 | 1/07/2022 | 30/01/2024 |
| PR-100821 | Shire Footpath Program (Missing Links) | | Preliminary designs received for internal review. Additional carry-over funds may result in this single-year design & construction project being carried over. | 430,000.00 | 3,492.00 | 32,359.20 | 1/07/2023 | 30/06/2024 |
| | | | | 5,484,766.77 | 1,191,100.98 | 663,902.84 | | |
| Irrigation | | | | | | | | |
| PR-100815 | Shire Parks and Playgrounds Irrig 23/24 | | Procurement completed, Tongala irrigation works underway with Kyabram to commence after New Year. | 100,000.00 | 5,795.00 | 34,720.46 | 1/07/2023 | 30/06/2024 |
| | | | | 100,000.00 | 5,795.00 | 34,720.46 | | |
| Kerb & Channel | | | | | | | | |
| PR-100717 | Echuca Barry Street K & C Renewal | | 22/23 Project opened for advance designs | 0.00 | 2,265.00 | 0.00 | 3/12/2021 | 30/06/2024 |
| PR-100726 | Rochester Campaspe St K & C Renewal | | 22/23 Project opened for advance designs | 0.00 | 30.00 | 0.00 | 3/12/2021 | 29/03/2024 |
| PR-100728 | Rochester George Street K & C Renewal | | Construction underway. | 0.00 | 123,653.96 | 25,730.53 | 30/10/2023 | 29/02/2024 |
| PR-100785 | K&C Advanced Designs | | Parent project for 22/23 program. | 0.00 | 62,250.00 | 0.00 | 3/12/2021 | 30/06/2024 |
| PR-100798 | Shire K & C Renewal program 23/24 | | Parent project for 23/24 program. | 1,641,000.00 | 0.00 | 0.00 | 1/07/2023 | 30/06/2024 |
| PR-100848 | Echuca McKenzie Street K&C Renewal 23/24 | | To begin construction early 2024 | 0.00 | 1,140.00 | 54,370.79 | 3/12/2021 | 28/06/2024 |
| PR-100851 | 23-24 K&C Advance designs | | Parent project for 23/24 program. | 0.00 | 0.00 | 11,800.00 | 1/07/2023 | 30/06/2024 |
| | | | | 1,641,000.00 | 189,338.96 | 91,901.32 | | |
| Land | | | | | | | | |
| PR-100168 | Echuca Aquatic Res/Onion Patch | | IWM grant funds awarded to Council for the Stormwater upgrade works Campaspe planning permit received 15 Dec 22 Heritage permit exemption received 13 Apr 2023 Stage 1 Stormwater works, and Stage 2 Swale and tree removal works awarded to Northern Constructions 10 August 23 - Works underway and scheduled for completion 17 November 2023 Stage 3 works at detailed design stage | 502,000.00 | 447,113.28 | 25,535.00 | 1/07/2018 | 30/06/2024 |
| | | | | 502,000.00 | 447,113.28 | 25,535.00 | | |
| Open Space & Recreation Assets | | | | | | | | |
| PR-100577 | Toolleen Rec Res Netball Courts (LRCI4) | | Detail Design Project has completed & this project can be closed out. EMG / CEO & Councillors have agreed to allow the Recreation Reserve Committee to complete the Construction works for this Project. | 180,000.00 | 0.00 | 180,000.00 | 1/07/2023 | 30/06/2024 |
| PR-100625 | Lockington Rec Reserve Court Upgrade | | NEW Playground components are due onsite early November & overhead shelter is due mid November 2023. Completion of the whole area will be done by end of November 2023. (Project will be closed out in the New Year) | 884,200.00 | 909,576.47 | 16,058.80 | 1/12/2021 | 31/12/2023 |
| PR-100693 | Rochester Rec Reserve Moon Oval (LRCI4) | | Works underway. | 306,000.00 | 0.00 | 306,000.00 | 1/07/2023 | 30/06/2024 |
| PR-100703 | Kyabram Northern Oval Amenities Renewal | | Designs and RFQ are complete for contractors to quote on. Release for quoting is imminent. | 80,000.00 | 9,770.00 | 0.00 | 1/07/2022 | 30/12/2023 |
| PR-100788 | Echuca South Recreation Reserve Surface | | Now a combined design only project. Kick-off meeting scheduled for December 2023. | 68,000.00 | 780.00 | 0.00 | 1/07/2023 | 30/06/2024 |

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Project Details

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|---------------------------------------|--|--------|--|--------------------------------|-------------------------------------|---------------------|----------------|-----------------|
| PR-100791 | Echuca East Development Bike Skills Area | | Tenders for design and construction received awaiting assessment. | 753,500.00 | 13,203.61 | 0.00 | 1/07/2023 | 30/06/2024 |
| PR-100801 | Shire Open Space Equipment Renewal | | Planning underway for 23/24. | 100,000.00 | 600.00 | 0.00 | 1/07/2023 | 30/06/2024 |
| PR-100846 | Kyabram Rec Res Netball Shelter (LRC14) | | Works underway. | 250,000.00 | 105,077.20 | 95,624.80 | 1/07/2023 | 30/06/2024 |
| PR-100863 | Lockington Rec Res Oval Lights Upgrade | | Project planning has commenced - additional project. | 370,800.00 | 575.00 | 0.00 | 1/07/2023 | 30/06/2024 |
| PR-100867 | Campaspe Dog Parks – Kyabram and Tongala | | Stakeholder meeting held 01/12/2023. Charter and planning is underway. | 500,000.00 | 0.00 | 0.00 | 10/11/2023 | 30/06/2025 |
| | | | | 3,492,500.00 | 1,039,582.28 | 597,683.60 | | |
| Plant, Machinery and Equipment | | | | | | | | |
| PR-100629 | Tongala & Rochester Depots Diesel/Tanks | | Project scope changed twice. RFT to open 22/01/2024 and close 13/02/2024. Single-year design & construction project at risk of carry-over. Design & Approval phase submitted for approval. | 250,000.00 | 2,520.00 | 0.00 | 1/07/2023 | 30/06/2024 |
| PR-100692 | Shire Retirement of Disused Radio Towers | | All sites to be decommissioned by May, being managed by internal Building team. | 60,000.00 | 0.00 | 1,500.00 | 1/07/2022 | 30/06/2023 |
| PR-100730 | Plant Replacement Program 22/23 | | Carry over spend committed. | 3,471,256.00 | 2,919,096.40 | 882,356.44 | 1/07/2022 | 30/06/2024 |
| PR-100807 | Shire Plant Replacement Program 23/24 | | Risk due to lead times. | 6,315,849.00 | 1,046,878.36 | 4,623,373.28 | 1/07/2023 | 30/06/2024 |
| | | | | 10,097,105.00 | 3,968,494.76 | 5,507,229.72 | | |
| Roads | | | | | | | | |
| PR-100521 | Rushworth Lions Pk Internal Rd Construct | | Contract awarded. Construction start delayed to February due to the commencement of another council project located adjacent to the site, being delayed to October. | 185,650.00 | 5,887.00 | 177,516.75 | 1/07/2021 | 10/01/2024 |
| PR-100535 | Echuca Aerodrome Renewal | | Construction contract awarded at November meeting of Council. Works to commence in January 2024. | 4,800,000.00 | 114,094.48 | 3,990,480.67 | 1/07/2021 | 24/05/2024 |
| PR-100665 | Burraboot Trewin Road Rehab Design | | Design-review comments forwarded to designer for finalization. | 0.00 | 24,618.00 | 0.00 | 1/07/2022 | 31/03/2023 |
| PR-100667 | Stanhope Morrisey Road Rehab Design | | Design-review comments forwarded to designer for finalization. | 0.00 | 11,788.00 | 0.00 | 1/07/2022 | 31/03/2023 |
| PR-100668 | Rochester Morton Road Rehab Design | | Variation for additional design work being considered. | 0.00 | 29,740.00 | 5,300.00 | 1/07/2022 | 31/03/2023 |
| PR-100672 | Colbinabbin Johnson St Rehab Design | | Variation for additional design work being considered. | 0.00 | 8,938.00 | 2,850.00 | 1/07/2022 | 31/03/2023 |
| PR-100673 | Burnewang Trewin Road Rehab Design | | Variation for additional design work being considered. | 0.00 | 498.00 | 2,850.00 | 1/07/2022 | 31/03/2023 |
| PR-100674 | Rushworth Old Corop Road Rehab Design | | Variation for additional design work being considered. | 0.00 | 600.00 | 13,550.00 | 1/07/2022 | 31/03/2023 |
| PR-100680 | Gunbower Island Road Rehab Design | | Variation for additional design work being considered. | 0.00 | 11,175.00 | 16,125.00 | 1/07/2022 | 31/03/2023 |
| PR-100681 | Toolleen Barnadown-Moyla Rd Rehab Design | | Design-review comments forwarded to designer for finalization. | 0.00 | 17,358.00 | 0.00 | 1/07/2022 | 31/03/2023 |
| | | | The Stage 2 works were tendered during July/August 2023 and Earthworks Civil & Construction (ECC) were awarded the works on 21 September 2023. The works have been split into 6 substages to minimise the impact on the Rushworth community and will be undertaken between October 2023 to April 2024. ECC mobilised to site in early October 2023 and completed the first stage of footpath and kerb works on the west side of High Street on 14 November 2023. ECC then completed the stage 2 kerb and footpath works from the Bendigo Bank to the Railway line on the west side on 21 December 2023. They also commenced the Stage 3 kerb and footpath adjacent the Post Office in early December 2023 and are expected to complete these in January 2024. The key Stage 4 kerb and footpath works in the area from the railway line to Moora Road on the west side of High Street will commence on 8th January 2024 and expect to be completed in mid-February 2024. Road Pavement works on High Street will follow the kerb/footpath works in late February/March 2024. Ongoing engagement is occurring with directly impacted property owners as part of the works. Dilapidation Surveys have occurred at each property prior to works commencing. | 2,040,000.00 | 866,199.42 | 1,108,098.22 | 1/07/2023 | 30/06/2024 |
| PR-100710 | Rushworth High Street Stage 2 | | | | | | | |
| PR-100744 | Advance Designs Roads (Parent Project) | | Design-review comments for three sites forwarded to designer for finalization. Variation for additional design work for five sites approved and designer advised. | 200,000.00 | 0.00 | 0.00 | 1/07/2022 | 30/06/2024 |
| PR-100766 | Toolleen Axedale Road (LRC14) | | Vehicle crossing and tree removal works commenced in December. Identification of additional native vegetation required Flora and Fauna Guarantee Permit. | 2,324,500.00 | 53,096.61 | 1,584,819.04 | 1/07/2022 | 29/04/2024 |
| PR-100795 | Shire Gravel Road Resheeting 23/24 | | Gravel Resheeting 23/24 is underway. Budget spend to date 1.829 million. | 3,120,000.00 | 1,829,148.69 | 155,007.60 | 1/05/2023 | 30/06/2024 |
| PR-100799 | Shire Shoulder Resheeting 23/24 | | Shoulder Resheeting 23/24 is underway. Budget spend to date 300K. | 1,030,000.00 | 331,690.49 | 343,264.91 | 1/07/2023 | 30/06/2024 |
| PR-100800 | Echuca RRC Hardstand Renewal | | Design of upgrading works continuing. | 159,000.00 | 35,033.99 | 10,900.00 | 1/07/2023 | 16/02/2024 |
| PR-100824 | Echuca Nish,Sturt & High Car Pk Designs | | IPT Kick off meeting held with Sponsor, Sponsor's Rep, Design Engineer and PM. Project will now proceed with preliminary design and cost estimations for Capital Consideration. | 41,000.00 | 1,221.50 | 0.00 | 1/07/2023 | 30/06/2024 |
| | | | | 13,900,150.00 | 3,341,087.18 | 7,410,762.19 | | |
| Stormwater & Flood Control | | | | | | | | |
| PR-100647 | Echuca Mount Terrick Road Pump Well | | Road Services are still investigating pump station purpose to determine design parameters. Design yet to be completed. | 0.00 | 0.00 | 0.00 | 1/07/2022 | 30/06/2024 |
| PR-100660 | Shire Rural Culvert Program | | Project to be carried over. Will utilise remaining budget to complete as many sites as possible, then move on to new FY budget to begin completing remainder/new locations. | 208,000.00 | 102,291.76 | 1,754.48 | 1/07/2022 | 1/12/2023 |
| PR-100769 | Shire Rural Culvert Renewal Progr 23/24 | | Works to begin under this project once PR-100660 budget is exhausted. | 100,000.00 | 90.00 | 0.00 | 1/07/2023 | 30/06/2024 |

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Project Details

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| PR-100808 | Echuca Simmie Road Table Drain Renewal | | GMW have now completed replacement of existing channel with pipeline. Design of works completed. Material procurement & resource procurement to commence. | 76,500.00 | 390.00 | 0.00 | 1/07/2023 | 30/06/2024 |
| PR-100810 | Shire Stormwater Pump Renewal Program | | Urgent works for Dudley Street pump station completed in December. RFQ for condition assessments, maintenance schedules and asset valuations to be advertised in January 2024. Project Planning phase submitted for approval. | 110,000.00 | 3,390.00 | 29,712.00 | 1/07/2023 | 30/06/2024 |
| Swimming Pools | | | | 494,500.00 | 106,161.76 | 31,466.48 | | |
| PR-100694 | Echuca EWMAC Pool Shell Painting | | Contractor commenced works with completion scheduled for 22nd January 2024. | 160,000.00 | 2,287.05 | 56,750.00 | 1/07/2023 | 30/06/2024 |
| Waste Management | | | | 160,000.00 | 2,287.05 | 56,750.00 | | |
| PR-100573 | Shire Resource Recovery Ctr Fire Hydrant | | Building Permit transferred from CSC to Permission to Build and now issued. A design error required testing to confirm design will perform as required. Testing found issue with system performance that is now being corrected. Planned works to start 05/02. | 150,000.00 | 2,035.22 | 81,500.00 | 1/07/2022 | 29/02/2024 |
| | | | | 150,000.00 | 2,035.22 | 81,500.00 | | |
| | | | | 53,219,017.27 | 17,099,282.44 | 16,964,105.65 | | |

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| Completed Projects | | | | | | | | |
| Buildings & Structures | | | | | | | | |
| PR-100080 | Echuca East Community Precinct | | Echuca East Stage 2 and 3 completed, minor defect rectification being undertaken in summer months. | 7,641,533.43 | 7,676,653.04 | 14,257.91 | 1/07/2018 | 19/06/2023 |
| PR-100330 | Echuca Holiday Park Upgrade | | Capital projects completed. Masterplan upgrade plans completed, Permit currently with DECCA awaiting approval | 884,000.00 | 858,684.87 | 13,636.36 | 1/07/2019 | 30/12/2022 |
| PR-100595 | Campaspe Community Childrens Centre | | Concept design and QS completed. Detailed design 24/25 Construction 25/26 | 83,000.00 | 43,603.33 | 4,896.67 | 1/07/2021 | 31/10/2022 |
| PR-100606 | Kyabram Wilf Cox Pavilion (Grant Dep) | | Final (DRAFT) Detail Designs have been completed. Additional funds will be required to proceed to Construction Phase. (Proposed Construction Budget - Revised BOQ has been provided at around the \$3 million dollar range) NOTE: Rec Team are targeting the Growing Regions Fund - Part 2. | 115,000.00 | 86,930.00 | 3,570.50 | 1/07/2021 | 30/08/2023 |
| PR-100712 | Shire DDA Works 22/23 | | Works completed, file in review and closure | 100,000.00 | 101,687.46 | 0.00 | 1/07/2022 | 30/08/2023 |
| PR-100839 | Tongala Depot Shade Shelter | | Shelter is complete and final certificate has been received. Project now in cloure - signoff process. | 0.00 | 36,655.38 | 0.00 | 1/05/2023 | 3/11/2023 |
| | | | | 8,823,533.43 | 8,804,214.08 | 36,361.44 | | |
| Kerb & Channel | | | | | | | | |
| PR-100508 | Echuca High St K&C (Pakenham-Anstruther) | | Works to be delayed until 24/25 FY in order to get financial agreements in place with DoT/VicRoads/PTV. Works to be undertaken by internal crew, with K&C works to be completed ASAP prior to businesses 'busy' season, and bus stop works earmarked for late January before school goes back. Currently working through watermain issues and potentially avoiding having to relocate. Plans are also under assessment by DoT/PTV/VicRoads. | 0.00 | 48,487.52 | 5,000.00 | 1/06/2020 | 30/06/2025 |
| PR-100510 | Echuca Collier Street K&C | | Complete. | 0.00 | 115,707.63 | 0.02 | 1/06/2020 | 30/11/2021 |
| PR-100716 | Echuca Evans Court K & C Renewal | | Construction and walkover completed. A-SPEC, ATF & Closure required. | 0.00 | 241,209.15 | 1,950.00 | 3/12/2021 | 30/06/2023 |
| PR-100723 | Echuca Vines Street K & C Renewal 22/23 | | Construction and walkover completed. A-SPEC, ATF & Closure required. | 0.00 | 391,405.78 | 2,350.00 | 3/12/2021 | 30/06/2023 |
| PR-100727 | Echuca Boothman St K&C Renewal | | Construction complete. Walkover required. | 0.00 | 138,978.78 | 845.17 | 3/12/2021 | 30/12/2023 |
| PR-100777 | Echuca Hopwood Street K&C Renewal 22/23 | | Construction complete. Walkover required. | 0.00 | 106,589.67 | 0.00 | 3/12/2021 | 30/12/2023 |
| PR-100832 | Echuca Francis Street K&C Renewal 22/23 | | Construction and walkover completed. A-SPEC, ATF & Closure required. | 0.00 | 60,306.88 | 1,450.00 | 23/02/2023 | 30/06/2023 |
| | | | | 0.00 | 1,102,685.41 | 11,595.19 | | |
| Land | | | | | | | | |
| PR-100761 | Echuca Aquatic Res Stormwater/Lagoon | | IWM grant funds awarded to Council for the Aquatic Reserve Stormwater upgrade works Campaspe planning permit received 15 Dec 2022 Heritage permit exemption received 13 Apr 2023 Tender awarded 10 August 23 to Northern Constructions for 2 x packages: 1) IWM funded stormwater works, and 2) Open space works - Tree and bridge removals, filling of swale drain and extension of wet dock pumped pipeline Cultural Heritage awareness training completed by YYNAC for all contractors and sub-contractors - 4 September 2023 Contractor induction completed same day - 4 September 2023 Works are 70% complete as of 19 October 2023, however a high Murray River has prevented outfall works being completed. The contractor has instead focused on the works within the levee. 27-10-23 The river is now dropping so the outfall works will be scheduled once the area dries out. Package 1 and 2 are scheduled to be completed - 17 Nov 23 Key stakeholders informed of works commencement and any ongoing impacts. | 430,702.61 | 417,537.68 | 7,630.00 | 1/05/2022 | 31/12/2023 |
| | | | | 430,702.61 | 417,537.68 | 7,630.00 | | |
| Open Space & Recreation Assets | | | | | | | | |
| PR-100102 | Kyabram Rec Res Netball Court (LRCI3) | | 2nd Netball court is completed & NEW Spectator Shelter (On a NEW Project No.) is to be constructed by the end of November & both courts to have the NEW Plexi Pave surface completed before the New Year. (The Whole Project will be closed out in the New Year) | 870,000.00 | 819,803.59 | 45,764.30 | 1/07/2018 | 30/06/2023 |
| PR-100732 | Echuca Apex Park BBQ Shelter Renewal | | Shelter constructed off site. Footings dug and poured. Installation to occur mid September followed by pouring of slab, relocation of BBQ etc. | 50,000.00 | 1,317.77 | 21,327.50 | 1/07/2022 | 30/09/2023 |
| PR-100794 | Shire Rec Pump Renewals (Ky & Colbo) | | Work completed, file in review and closure. | 62,500.00 | 32,889.32 | 780.00 | 1/07/2023 | 30/06/2024 |
| PR-100840 | Emergency Works Apex Park | | Delivery of softfall to commence early December. | 125,000.00 | 0.00 | 112,430.00 | | |
| | | | | 1,107,500.00 | 854,010.68 | 180,301.80 | | |

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Project Details

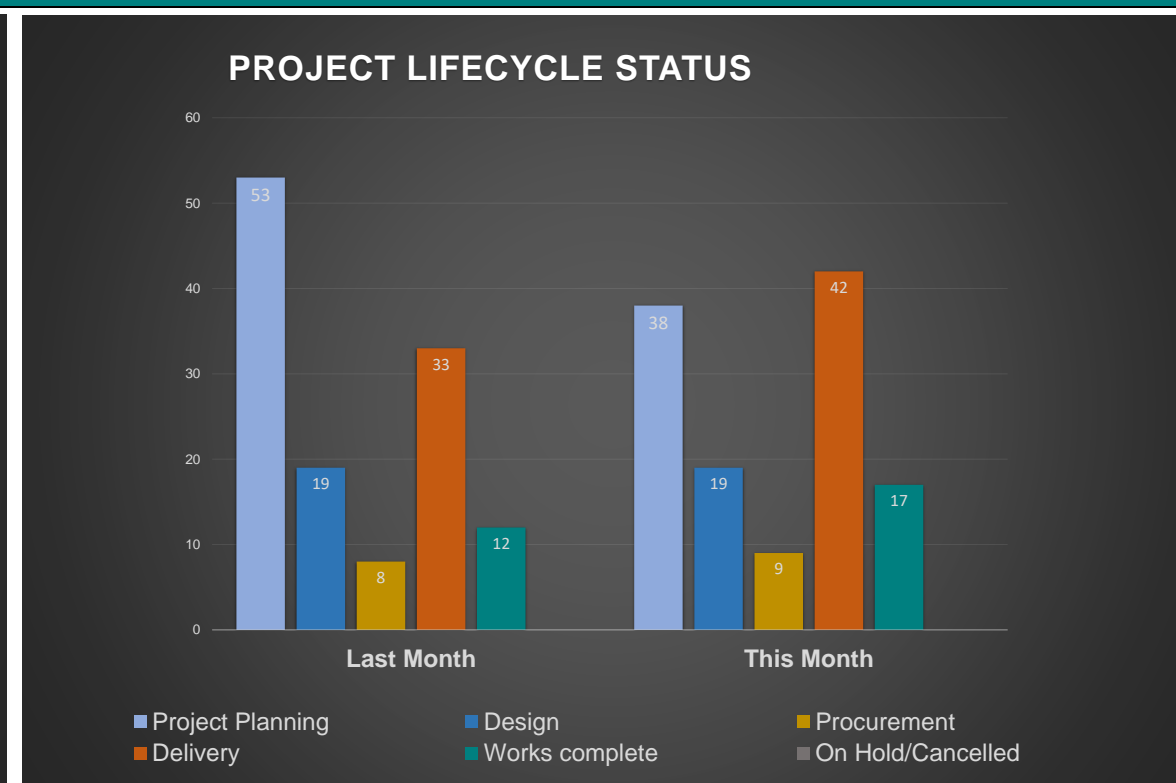
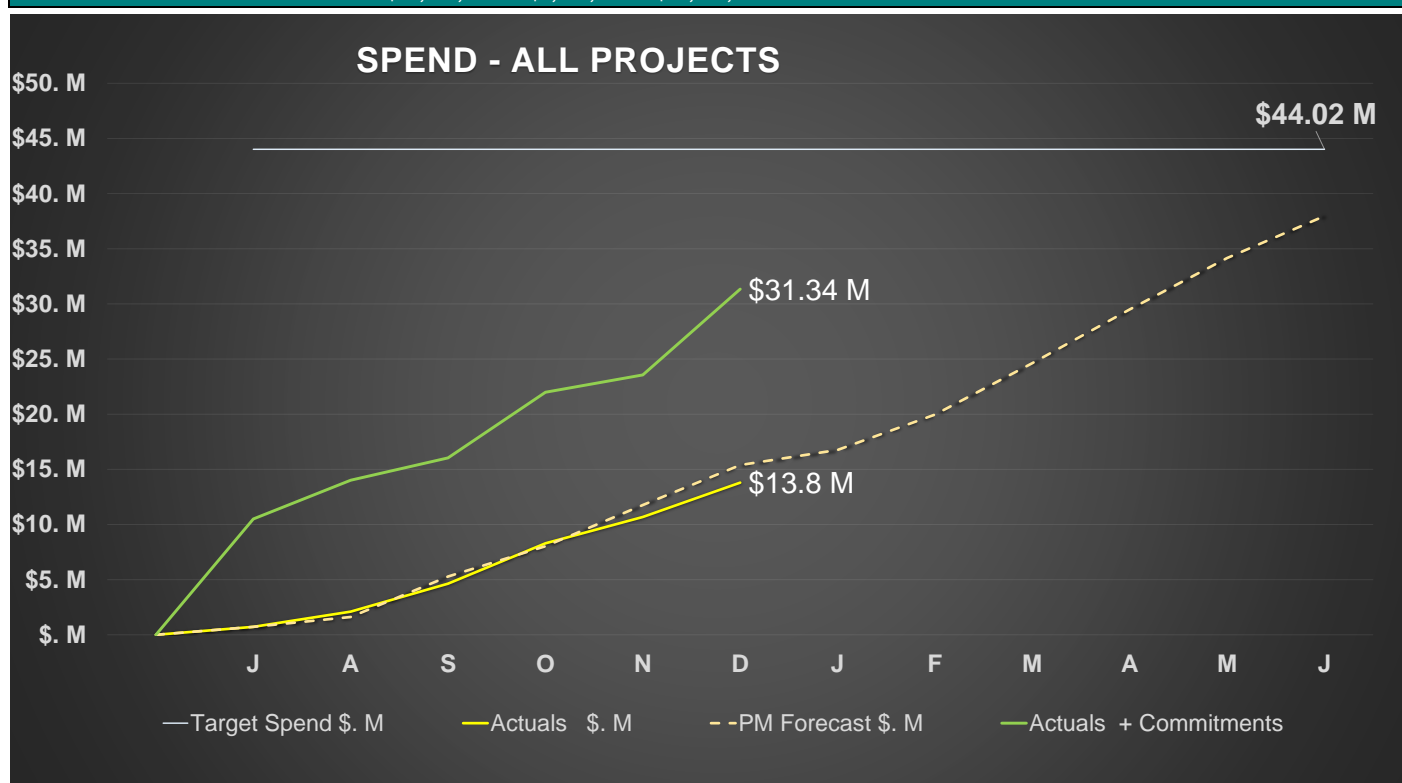
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|---------------------------------------|---|--------|--|--------------------------------|-------------------------------------|-------------------|----------------|-----------------|
| Plant, Machinery and Equipment | | | | | | | | |
| PR-100416 | E&DLE Secondary Cattle Crush | | Works completed, file in review and closure | 116,778.00 | 116,714.68 | 0.00 | 1/07/2020 | 30/08/2023 |
| | | | | 116,778.00 | 116,714.68 | 0.00 | | |
| Roads | | | | | | | | |
| PR-100655 | Shire Sealed Road Resurfacing Program | | Final invoice processed. PC pending final inspection. | 1,380,000.00 | 890,262.53 | 1,010.08 | 1/06/2022 | 30/12/2023 |
| PR-100735 | Shire Road Resheeting (LRCI3) | | Contract awarded to RE Civil. Works complete, PC awarded to contractor, project in DLP period. | 1,560,017.00 | 1,509,563.45 | 50,453.55 | 1/01/2022 | 30/07/2023 |
| PR-100822 | Shire Sealed Road Resurfacing Prog 23/24 | | Construction completed. One road left to be invoiced to complete project. Spend to date \$919K | 1,040,000.00 | 919,094.83 | 18,777.32 | 1/07/2023 | 30/06/2024 |
| | | | | 3,980,017.00 | 3,318,920.81 | 70,240.95 | | |
| Stormwater & Flood Control | | | | | | | | |
| PR-100422 | Shire Open Drain Renewal Program | | Kyabram Open Drain completed. Just some pipe jetting and clean up works required. | 242,450.00 | 126,169.20 | 0.00 | 1/07/2020 | 30/11/2023 |
| PR-100556 | Shire Open Drain Renewal (D&C) | | Complete. | 342,761.00 | 331,846.51 | 0.00 | 1/07/2021 | 31/07/2023 |
| PR-100648 | Colbinabbin Gamble Court Pump Well Renew | | Project Closure phase submitted for approval. | 200,000.00 | 211,724.66 | 0.01 | 1/07/2022 | 9/08/2023 |
| | | | | 785,211.00 | 669,740.37 | 0.01 | | |
| Waste Management | | | | | | | | |
| PR-100652 | Shire Resource Recov Centre Skip Leachate | | Further Requested Risk Review completed. Feasibility Report to be amended to included risk review and project closed | 25,000.00 | 2,432.48 | 0.00 | 1/07/2022 | 31/10/2023 |
| | | | | 25,000.00 | 2,432.48 | 0.00 | | |
| | | | | 15,268,742.04 | 15,286,256.19 | 306,129.39 | | |




2023/24 Capital Works Program - December 2023

New Works *

| Asset Class | Target Spend | Actual Spend | Commitments | Actuals & Commitments as % of target | Comments |
|--------------------------------|--------------|--------------|--------------|--------------------------------------|--|
| Bridges | \$859,407 | \$281,921 | \$439,582 | 84% | Vic Park Boat ramp (multi year project). Stage 1 (dry ramp) completed. Tender for Stage 4 (Floating Pontoon awarded). Grants approved for all remaining stages - subsequent works to be completed over winter 2024 when water level is typically lower. |
| Building & Structures | \$5,049,000 | \$98,891 | \$441,210 | 11% | Building Renewal Program scoped. Some child projects to be reviewed and reported to Exec / Council as required. |
| Footpaths & Cycleways | \$1,659,410 | \$109,694 | \$114,419 | 14% | Rushworth Rail Trail Stage 1 (vegetation clearing) completed. Stage 2 (asphalt path) tender being evaluated - additional and unforeseen heritage impacts on planned works have delayed award and commenent. Stage 3 & 4 (gravel path and bridges) to be tendered early 2024. |
| Irrigation | \$100,000 | \$5,795 | \$34,720 | 41% | Works completed at Gunbower, Tongala underway, Kyabram to commence in January. |
| Kerb & Channel | \$1,641,000 | \$757,434 | \$105,765 | 53% | Program underway. |
| Open Space & Recreation Assets | \$1,720,000 | \$159,965 | \$581,625 | 43% | Echuca East Bike Skills - contract awarded and works to start in January. Kyabram Netball Shelter installed. Works at Rochester Moon Oval and Toolleen Courts have commenced. |
| Plant & Equipment | \$6,615,849 | \$1,053,458 | \$4,624,873 | 86% | Program underway. Forecast to commit all funds with 50% of plant or fleet expected to be delivered this financial year due to vehicle/plant lead times in excess of 12 months. c\$3m expected to carry over to 24/25 with commitments in place. |
| Roads | \$12,351,166 | \$3,680,674 | \$7,179,756 | 88% | Gravel Road Resheeting and Shoulder programs commenced. Rushworth High Street works are 40% complete (Stages 1&2 of 5 completed). Shire Seals program is completed. Toolleen Axedale Road works commenced. Aerodrome site works to commence 19 January 2024. |
| Stormwater & Flood Control | \$286,500 | \$3,870 | \$29,712 | 12% | Culvert program scheduled for later in the calendar year by internal crews. |
| Swimming Pools | \$160,000 | \$2,527 | \$56,750 | 37% | Pool painting at EWMAC underway, completion expected in January. Savings will be realised. |
| Total | \$30,442,332 | \$6,154,230 | \$13,608,413 | 65% | |



* Target spend excludes grant dependent projects. Toolleen Axedale Road and Kyabram Shelter LRCI4 program target spend included from 3/10/23 when funding was approved. The remainder of LRCI4 projects will be targeted for spend in year 2 of the program (24/25 fy)



2023/24 Capital Works Program - December 2023

Carry Over and Multi Year Projects

| Asset Class | Target Spend Carried Over works | Target Spend Multi Year Projects | Total Target Spend | Actual Spend | Commitments | Actuals & Commitments as % of target | Comments |
|--------------------------------|---------------------------------|----------------------------------|---------------------|--------------------|--------------------|--------------------------------------|--|
| Bridges | \$496,523 | | \$496,523 | \$7,940 | \$17,970 | 5% | Thompson Bridge - boundary agreement with Gannawarra Shire and community consultation to be completed before works can commence. Proposed to be design and consultation only this financial year with allocated budget split and re-phased over multiple FYs. |
| Building & Structures | \$4,218,579 | \$465,000 | \$4,683,579 | \$3,117,295 | \$1,289,764 | 94% | Rushworth Service Centre - complete pending defect rectifications. DDA Works (Pool Pod) - complete. Tongala Tennis Club Rooms Renewals - site works revised to April 2024. LRCI3 Solar panels - installation complete. LRCI3 Amenities - facilities installed, epoxy flooring, power upgrade (Rushworth) and accessible parking to be completed in the new year before project closed out. Vic Park Netball changerooms contract awarded, works to commence following receipt of building permit (estimated February commencement) At risk of carry over. Installation of dog cages and flooring at animal shelter completed. Transfer station ramp upgrades contract due to be awarded. |
| Advanced Designs | \$179,280 | | \$179,280 | \$81,005 | \$50,018 | 73% | Road rehab designs almost complete. Designs for Riverboat Dock to Vic Park Levee walking path and Mitchell Street pumps underway. Wilf Cox and South Boundary Road drainage design complete. |
| Fences | \$93,629 | | \$93,629 | \$36,085 | \$7,434 | 46% | Shire Resource Recovery Safety gates - waiting on structural engineering assessment of each site to finalise concept drawings. |
| Footpaths & Cycleways | \$1,438,069 | | \$1,438,069 | \$654,831 | \$549,484 | 84% | Breen Avenue - contract awarded. Permits approved. Vline now require Cultural Heritage Management Plan before works can commence. Contractor has commenced works in road reserve while this is resolved. VLine approvals process continue to be a challenge. |
| Land | \$468,265 | | \$468,265 | \$433,456 | \$26,655 | 98% | IWM Aquatic Reserve - works complete. |
| Open Space & Recreation Assets | \$182,821 | | \$182,821 | \$102,059 | \$83,151 | 101% | Lockington Rec Reserve - playground installation complete. Ky Northern Oval amenities - design complete. |
| Plant & Equipment | \$2,308,967 | | \$2,308,967 | \$1,756,744 | \$882,356 | 114% | All carry over plant ordered and committed. |
| Roads | \$1,476,004 | | \$1,476,004 | \$1,033,788 | \$269,655 | 88% | Asphalt seals completed. LRCI3 Resheeting completed. Rushworth Lions Park Car Park renewal contract awarded with works planned in February following installation of LRCI accessible toilet. |
| Stormwater & Flood Control | \$538,019 | | \$538,019 | \$117,290 | \$1,754 | 22% | Mount Terrick Road Pump Well - options being reviewed by Road Services/ Engineering (project at risk). Colbinabbin Open Drain - works complete. Kyabram Open Drain 90% complete with some small works in new year. Kyabram South Boundary Road Drainage - tender advertising held subject to formal Landowner Approval (GMW) being received. |
| Waste | \$175,000 | | \$175,000 | \$4,468 | \$81,500 | 49% | Hydrant installation - works to commence in February. |
| Total | \$11,575,156 | \$465,000 | \$12,040,156 | \$7,344,961 | \$3,259,742 | 88% | |

Additional Projects **

| Asset Class | Target Spend | Actual Spend | Commitments | Actuals & Commitments as % of target | Comments |
|--------------------------------|--------------------|------------------|------------------|--------------------------------------|---|
| Building & Structures | \$870,000 | \$183,594 | \$677,531 | 99% | Rochester Service Centre, Rochester Childcare Centre, Riverfront insurance works target spend now included. |
| Open Space & Recreation Assets | \$665,955 | \$113,210 | \$0 | 17% | Apex Park Softfall replacement (emergency works) completed. Lockington Lights target spend now included. |
| Total | \$1,535,955 | \$296,804 | \$677,531 | 63% | |

** Included in program outside of annual budget cycle.

Program Highlights - Achievements and Risks

| Works complete: | Tenders advertised/under evaluation: | Works underway/ Due to start: | At Risk Projects: |
|---|--|--|---|
| LRCI Resheeting E&DLE Cattle Crush Colbinabbin Gamble Court Pump Well Renewal Shire DDA Works (Pool Pod) Colbinabbin Open Drain Echuca Hopwood Street K&C LRCI3 Solar Program Aquatic Reserve Stormwater (IWM) Seals contracts - carry over and 23/24 project Holiday Park - Water play Animal Shelter - dog cages Vic Park Boat Ramp stage 1 Apex Park Softfall replacement Shire RRC Skip Leachate Aquatic Reserve Toilet Designs Tongala Depot Shade Sail Shire Recreation Pump Renewals Kyabram Open Drain Lockington Netball Court | Rushworth Rail Trail - Stage 1 Asphalt section Resource Recovery Centre Ramp Upgrades Kyabram South Boundary Road Drainage Shire Security Program Echuca Holiday Park - civil construction (synthetic sites, footpaths, landscaping) | Vic Park Netball Change Room Breen Avenue Shared User Path LRCI3 Amenities program Rushworth High Street K&C, Resheeting and Footpath renewal programs Plant and Fleet program Holiday Park - Cabins, Ensuite sites, Amenities block Echuca Aerodrome Renewal Echuca East Bike Skills Toolleen Axedale Road Widening (LRCI4) Rochester Service Centre Rochester Childcare Centre Riverboat Dock Insurance Works Pool Painting (EWMAC) | Building Renewals Mount Terrick Pump Well Plant and Fleet program Thompsons Bridge Renewal Rushworth Rail Trail Breen Avenue Shared User Path Vic Park Netball Change rooms |

| Spend Summary | New Works | Carry Overs /Multi Year Projects | Additional Projects | Total |
|-------------------------------------|----------------------|----------------------------------|---------------------|----------------------|
| Target Spend | \$ 30,442,332 | \$ 12,040,156 | \$ 1,535,955 | \$ 44,018,443 |
| Actual Spend | \$ 6,154,230 | \$ 7,344,961 | \$ 296,804 | \$ 13,795,994 |
| Commitments | \$ 13,608,413 | \$ 3,259,742 | \$ 677,531 | \$ 17,545,685 |
| Actuals & Commitments | \$ 19,762,643 | \$ 10,604,702 | \$ 974,334 | \$ 31,341,679 |
| Act & Comm compared to Target Spend | 65% | 88% | 63% | 71% |

| Project Manager Forecasts*** | New Works | Carry Overs /Multi Year Projects | Additional Projects | Total |
|------------------------------|---------------|----------------------------------|---------------------|---------------|
| Target Spend | \$ 30,442,332 | \$ 12,040,156 | \$ 1,535,955 | \$ 44,018,443 |
| PM Forecast | \$ 24,333,990 | \$ 11,218,410 | \$ 961,287 | \$ 36,513,687 |
| Variance | \$ 6,108,342 | \$ 821,746 | \$ 574,668 | \$ 7,504,756 |

*** Updated monthly

8.6.2 Petition - Silky Oak Trees

| | |
|---------------------------------|---|
| Directorate: | Infrastructure |
| Responsible Officer: | Manager Operations |
| Manager: | Manager Operations |
| Attachments: | <ol style="list-style-type: none">1. 2023 11 17 Petition - Silky Oak Trees [8.6.2.1 - 2 pages]2. 2023 12 Arboriculture Tree Assessment Report [8.6.2.2 - 13 pages] |
| Conflict of Interest: | In accordance with section 130 of the Local Government Act 2020, the officer preparing this report declares no conflict of interest regarding this matter. |
| Council Plan Reference: | Resilient protected and healthy natural environment Protected natural environment |
| Other Strategic Context: | Campaspe Tomorrow |

1. PURPOSE

The purpose of this report is to provide a recommendation to Council regarding the petition by residents surrounding Landsborough Street, Echuca, who have requested the removal of four *Grevillea robusta* (Silky Oak) street trees.

2. RECOMMENDATION

That Council:

1. **Affirm that the four Silky Oaks do not meet Council's Policy with respect to removal, nor involve any special extenuating circumstances needing additional consideration.**
2. **Advise the Chief Petitioner in writing that Council has determined the four Silky Oaks to be in good health and do not meet the requirements for removal.**

3. BACKGROUND

The Chief Petitioner Mr Gary Day contacted Council in April 2023 with concerns about four Silky Oak street trees on Landsborough St. Two trees are located on his property boundary and the other two are situated on the opposite side of the street. He alleged these trees constantly drop branches, leaves and debris onto his property and the street, and he was concerned about one of the trees falling onto his house, as its branches hung over the fence line.

Council's Arboriculture Officer attended to inspect the Silky Oak tree of concern and found it was showing normal healthy growth, and was deemed safe, with no disease or structural defects. However, a tree contractor was engaged by Council to trim the tree back to the fence line, to allay Mr Day's concerns.

Mr Day subsequently wrote to Council on 11 October 2023 petitioning for the removal of the four trees. However, his petition did not meet Council's requirements and he was provided detail on how to lodge a compliant petition.

Mr Day submitted a follow up petition, received on 17 November 2023, which is the subject of this report (Attachment 1).

Council's Arboriculture Officer conducted a formal assessment of the trees on 30 November 2023 (Attachment 2) and found they are in good health, but noting two trees require removal of some dead wood.

The tree report notes these trees are natives, which drop foliage to self-mulch in preparation for the hotter months of the year.

Previous Council Discussion

Not Applicable

4. DISCUSSION

The basis of the petition is that the residents are concerned about the nuisance factor of the street trees, due to the impact to their properties by falling bark and leaves.

Council's Arboriculture Officer has assessed these trees to be safe, and in good condition. It was also noted that this species is expected to drop foliage, particularly prior to the hotter months of the year, as part of their natural annual cycle.

Council Policy 108 - *Trees, Planting and Garden Beds* provides direction for tree removal requests. The Policy has a narrow scope for valid reasons to request the removal of trees, which include:

- Public safety;
- Intersection visibility;
- infrastructure damage; or
- Aggravation to a resident's medical condition.

Street Trees are Council assets and therefore requests for removal need to be carefully assessed and approved only when there are compelling reasons to do so.

In considering the reasons provided within the petition and in discussion with the Chief Petitioner, it is determined that the four Silky Oaks do not meet Council's Policy with respect to removal, nor involve any special extenuating circumstances needing additional consideration.

5. STAKEHOLDER ENGAGEMENT

Internal consultation:

- None

Councillors:

- None

External consultation:

- None

Community Engagement

Council's Community Engagement Policy identifies the level of community engagement to be undertaken in accordance with the IAP2 framework. The level of community engagement undertaken was:

Consult: Communicate and seek feedback on a change from those affected and the broader public. Focus on why, when and how it will happen, and how community can provide feedback (Community influence: Feedback may or may not impact final decision).

The Chief Petitioner Mr Day was contacted on 17 January 2024 to better understand his concerns.

Mr Day presented a passionate case regarding his request to remove the trees, reinforcing his primary concerns that the trees:

- Constantly shed leaves and debris;
- Tree debris can block stormwater drainage, causing localised flooding of the adjacent intersection following heavy rainfall events;
- Are not attractive and not in keeping with other trees in the area; and
- Are an inappropriate species due to the above.

Mr Day also expressed concern about one tree's integrity following Council kerb & channel works in recent years, which involved cutting of its roots. However, the Arborist report of 30 November 2023 has provided an updated review of the trees and has not highlighted any areas of concern with respect to their integrity.

Public Transparency Policy

Not Applicable

6. LEGISLATIVE CONTEXT

Planning and Environment Act 1987 (Vic)

The removal of the four street trees may trigger requirements under this Act for the removal of native vegetation, requiring a consultant's assessment and Council planning approval.

7. FINANCIAL AND OTHER RESOURCE IMPLICATIONS

Removal of the trees would require engagement of specialist contractors at an estimated cost of between \$5,000 to \$10,000. Establishment of replacement trees would incur additional expense for procurement and care until established.

8. ENVIRONMENTAL IMPLICATIONS

Removal of the four street trees does not meet the requirements of Council Policy 108 Trees, Planting and Garden Beds, as the trees do not pose a threat to public safety, intersection visibility, infrastructure damage or aggravation to medical conditions.

9. OPPORTUNITIES AND RISK

Opportunities:

Rejecting the application will reinforce Council Policy 108 - Trees, Planting and Garden Beds, and demonstrate good governance and process.

Risk:

Reputation Risk

A risk that approving street tree removals for reasons beyond the approved Council policy will set a precedent and encourage other residents across the municipality to apply for removal of trees that shed bark and foliage.

A risk that removing otherwise healthy mature trees for minor reasons may subject Council to criticism from environmental groups, the wider community and state government authorities.

PETITION TO THE CAMPASPE SHIRE COUNCIL

Chief Executive Officer
Campaspe Shire Council
PO Box 35
ECHUCA VIC 3564

| | |
|------------------------|-------|
| CAMPASPE SHIRE COUNCIL | |
| Request ID | _____ |
| 17 NOV 2023 | |
| Doc Set ID | _____ |

Dear Chief Executive Officer,

We the undersigned, hereby respectfully request the Campaspe Shire Council (Council) to consider this petition at the next Scheduled Council Meeting.

Title of Petition

Removal of four Silky Oak Trees - southern end of Landsborough Street, Echuca

Chief Petitioner

All correspondence regarding this request will be directed to the Chief Petitioner identified.

Name: Gary Day

Group (if applicable): _____

Postal address: _____

Email address (if applicable): _____

Residential address: _____

Contact phone number: _____

Total number of signatures: 20

Privacy Collection Notice

Once tabled before Council, a petition becomes a public document. Your name and suburb/town may be broadcast live or released in written format to the public, stored and publicly accessible within a video archive, and be recorded in the publicly available Council Minutes.

The remainder of the information collected in this document will not be released to the public, and will be used for municipal purposes, such as to contact you in relation to the petition, to seek clarification or to provide you with information on the outcome of your petition. The information may also be made publicly available through reporting to committees and local government meetings and may also be given to the State Government agencies for clarification on issues.

Outside of municipal purposes, your information will not be disclosed to any external party without your consent, unless required or authorised by law, and will be used in accordance with the *Privacy and Data Protection Act 2014* (Vic). Council's Privacy and Data Protection policy accessible via Council's website www.campaspe.vic.gov.au or at Council's Customer Service Centres.

If you wish to access or alter any of the personal information you have provided, please contact Council on 1300 666 535 or shire@campaspe.vic.gov.au.

Consent

By signing this petition you are providing consent to Council to maintain, store and release it in accordance with the above Privacy Collection Notice, the *Privacy and Data Protection Act 2014* (Vic) and Council's Privacy and Data Protection Policy available on Council's website www.campaspe.vic.gov.au or at one Council's Customer Service Centres.

PETITION TO THE CAMPASPE SHIRE COUNCIL

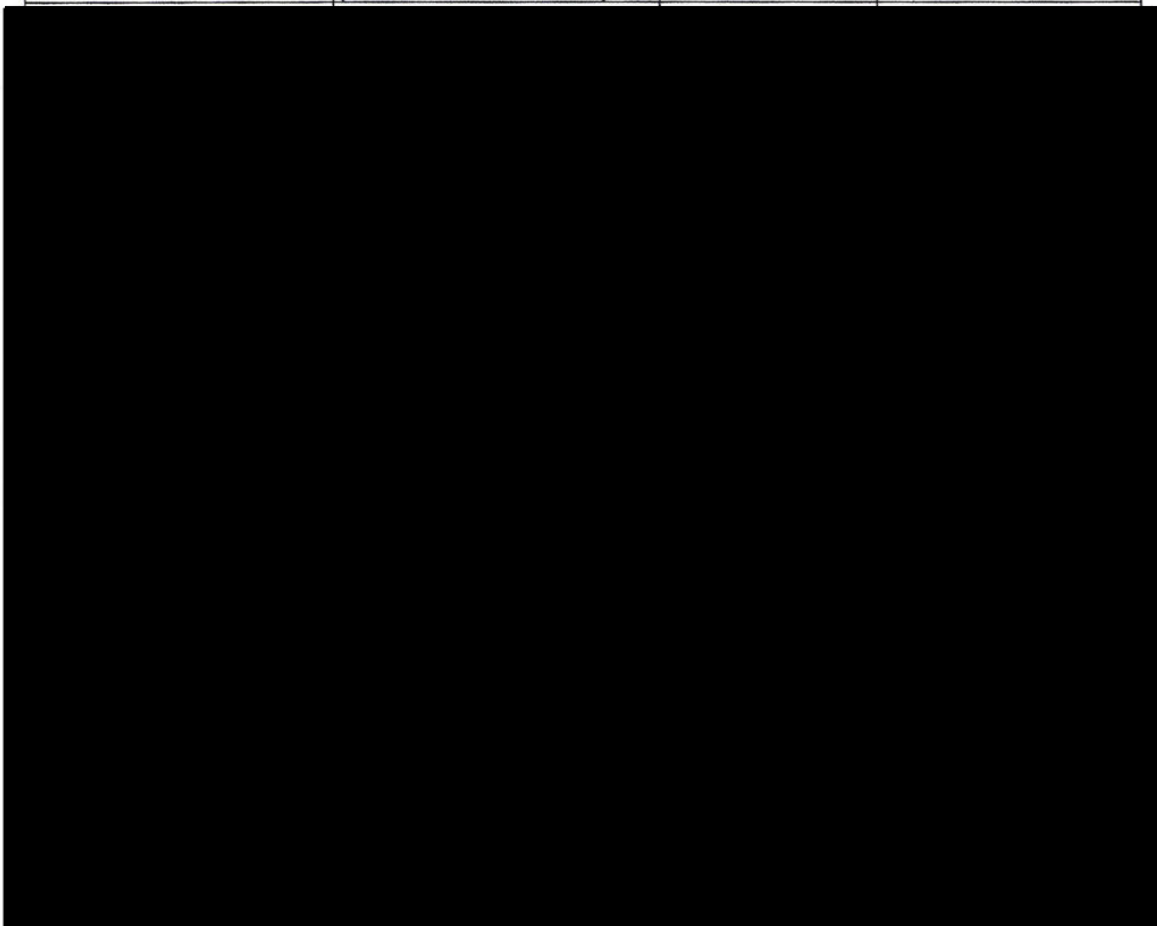
We the undersigned, hereby respectfully petition the Campaspe Shire Council (Council) to: -

We the residents of Landsborough Street, Echuca do formally petition Council for the removal of the four Silky Oak trees at the southern end of our street.

This is requested due to the intolerable mess that is created due to the constant shedding of debris from these trees.

We all take pride in the presentation of our dwellings, with nature strips well maintained and the Chinese Elms regularly watered. We humbly request the removal of the Silky Oaks to be replaced with more Chinese Elms.

| Name (print) | Street address (Street number and name) | Suburb/Town | Signature |
|--------------|--|-------------|-----------|
|--------------|--|-------------|-----------|



Once tabled before Council, a petition becomes a public document. Your name and suburb/town may be broadcast live or released in written format to the public, stored and publicly accessible within a video archive, and be recorded in the publicly available Council Minutes.

Other information, such as your street address and signature, will be maintained, stored and released in accordance with Council's Privacy and Data Protection Policy.

Consent

By signing this petition you are providing consent to Council to maintain, store and release it in accordance with the above Privacy Collection Notice, the *Privacy and Data Protection Act 2014 (Vic)* and Council's Privacy and Data Protection Policy available on Council's website www.campaspe.vic.gov.au or at one Council's Customer Service Centres.

**PREPARED FOR:
CAMPASPE SHIRE COUNCIL
2 HEYGARTH ST
ECHUCA**

**SITE ADDRESS:
LANDSBOROUGH ST SIDE OF
4 AND 12 TYLER ST
ECHUCA**

TREE ASSESSMENT REPORT



**ARBORICULTURE OFFICER
BRENDAN GRETGRIX
0409186980**

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Introduction

I have been asked by the Campaspe Shire Council to complete a Tree Assessment report on four trees at the south end of Landsborough Street, Echuca. I have assessed the tree health, structure and risk.

Methodology

On the 30th of November 2023 Brendan Gretgrix carried out a tree assessment of four *Grevillea robusta* (Silky Oak) at the southern end of Landsborough Street, Echuca. The trees will be referenced as T1, T2, T3 and T4 throughout this report.

- The tree was assessed from ground level.
- Height and spread were estimated.
- DBH was measured at 1.4m from ground level using a DBH tape.
- Risk was assessed using the ISA Tree Risk Assessment Matrix

The following information was collected:

- Common name, Genis and species
- DBH
- Height and Spread
- Health and structure
- Useful Life Expectancy
- Targets

Site Description

The four subject trees are located on the nature strip at the south end of Landsborough St. Two on the Landsborough St side of 4 Tyler St and two on the Landsborough St side of 12 Tyler St.

T1 and T3 are single plantings in the nature strip with little to no competition for light and water. T2 and T4 are single plantings on the side of 12 Tyler St. 12 Tyler St has several very large and mature trees close to the boundary fence.

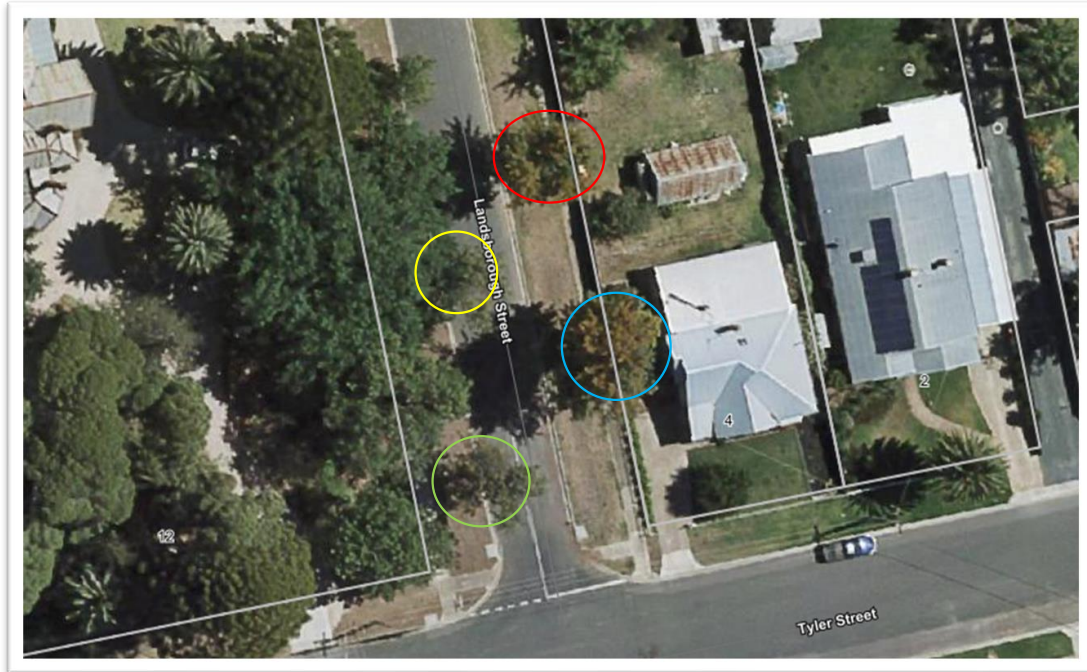


Figure 1 Site map with T1 circled in red. T2 circled in Yellow. T3 circled in Blue and T4 circled in Green.



Figure 2 T1 Grevillea robusta

| T1: <i>Grevillea robusta</i> | |
|------------------------------|------|
| DBH | 51cm |
| Height | 14m |
| Width | 7m |
| Health | Good |
| Structure | Good |
| Risk rating | Low |
| ULE | 20+ |

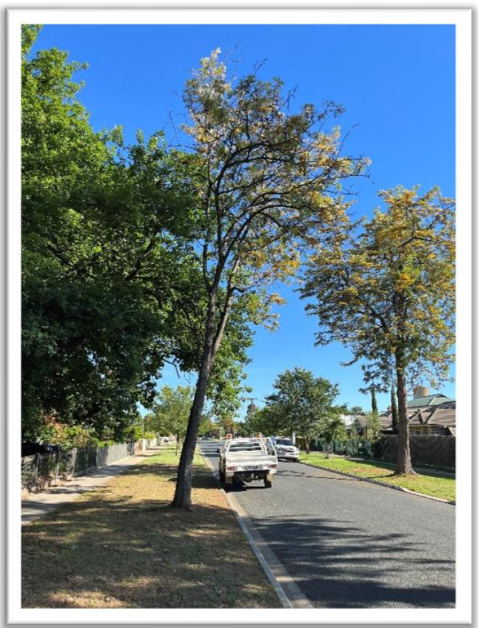


Figure 3 T2 Grevillea robusta

| T2: <i>Grevillea robusta</i> | |
|------------------------------|------|
| DBH | 35cm |
| Height | 9m |
| Width | 4m |
| Health | Fair |
| Structure | Fair |
| Risk rating | Low |
| ULE | 20+ |



Figure 4 T3 Grevillea robusta

| T3: <i>Grevillea robusta</i> | |
|------------------------------|------|
| DBH | 56cm |
| Height | 15m |
| Width | 7m |
| Health | Good |
| Structure | Good |
| Risk rating | Low |
| ULE | 20+ |



Figure 5 T4 Grevillea robusta

| T4: <i>Grevillea robusta</i> | |
|------------------------------|------|
| DBH | 48cm |
| Height | 9m |
| Width | 7m |
| Health | Fair |
| Structure | Poor |
| Risk rating | Low |
| ULE | 20+ |

Observations

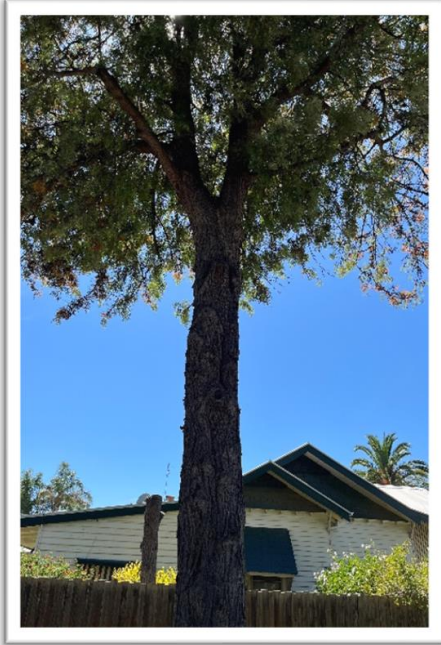


Figure 6 T3 codominant stem



Figure 7 T2 codominant stem

All four trees are flowering and have recently shed a portion of their leaves.

T1 and T3 both trees present in good health and structure with evidence of new growth through whole canopy. Codominant stems in canopy of both T1 and T2 have good connection with no included bark. Very little dead wood.

T2 is of fair health and structure. It is located on the Landsborough side nature strip of 12 Tyler St. It is competing for light, water, and nutrients with two larger trees on the adjoining property which is causing stunted growth and impacting its health.

A codominant union in the trunk has good connection and no included bark. Deadwood in canopy all under 40mm in diameter

There is no mounding around the base of any of the trees indicating no loss of stability.

T4 is of fair health and poor structure. It has a codominant union in the trunk approximately 3m from ground level. There has been a previous failure just above this union, but the tree is putting on reactionary growth to strengthen the union.

Small amount of deadwood in canopy less than 40mm in diameter.

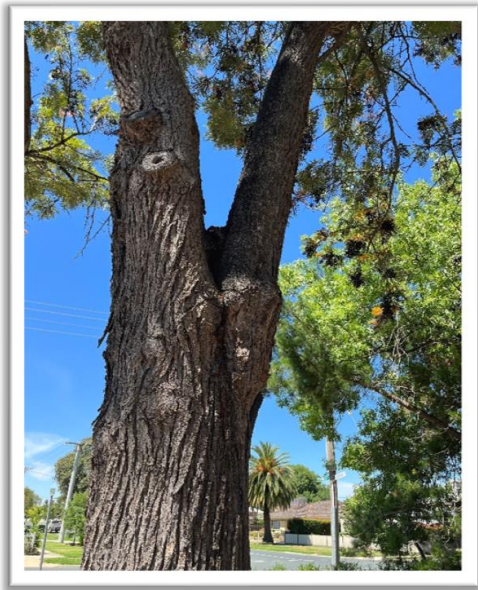


Figure 8 T4 codominant stem

Risk Rating

The risk rating based on the ISA Tree Risk Assessment is low for all 4 trees when put through the Matrices (refer to Appendices)

T1: Assuming the part most likely to fail is the codominant stem then the part to fail would fall towards the road giving it a likelihood of impacting a vehicle as low.

The consequence of that size limb failing would rate as Significant.

The likelihood of the limb failing is Improbable.

T2: Assuming the part most likely to fail is the codominant then they would fall along the

nature strip which would give the likelihood of impact as Very Low

The consequence of that size limb failing would rate as Significant.

The likelihood of the limb failing is Improbable.

T3: Assuming the part most likely to fail is the codominant then they would fall along the nature strip which would give the likelihood of impact as Very Low

The consequence of that size limb failing would rate as Severe.

The likelihood of the limb failing is Improbable.

T4: Assuming the part most likely to fail is the codominant then they would fall towards the footpath giving it a likelihood of impact as Low.

The consequence of that size limb failing would rate as Severe.

The likelihood of the limb failing is Possible.

Matrix 1: used to estimate the likelihood of a tree failure impacting a specified target.

| Likelihood of Failure | Likelihood of Impact | | | |
|-----------------------|----------------------|-----------------|-----------------|-----------------|
| | Very Low | Low | Medium | High |
| Imminent | Unlikely | Somewhat likely | Likely | Very Likely |
| Probable | Unlikely | Unlikely | Somewhat likely | Likely |
| Possible | Unlikely | Unlikely | Unlikely | Somewhat likely |
| Improbable | Unlikely | Unlikely | Unlikely | Unlikely |

Matrix 2: risk rating as the combination of likelihood of a tree failing and impacting a specified target, and the severity of the associated consequences.

| Likelihood of Failure & Impact | Consequences of Failure | | | |
|--------------------------------|-------------------------|----------|-------------|----------|
| | Negligible | Minor | Significant | Severe |
| Very likely | Low | Moderate | High | Extreme |
| Likely | Low | Moderate | High | High |
| Somewhat likely | Low | Low | Moderate | Moderate |
| Unlikely | Low | Low | Low | Low |

Planning Controls

There is a Heritage Overlay on this area.

A permit is required for removal of trees.

Conclusion

Four *Grevillea robusta* are currently flowering and have recently lost a portion of their foliage. They do this to self-mulch preparing for the hotter months ahead. It is common for native trees to do this, whether it be dropping leaves or bark to retain moisture in the ground.

All trees have had their canopy lifted previously for clearance all round. T1 and T3 have been previously trimmed back from customer boundary.

None of these trees meet the requirements for removal as outlined in Councils Policy 108 - Naturestrip plantings & garden beds in urban areas.

Recommendations

T1 and T3 are of good health and structure with no defects of concern. No works are recommended.

T2 and T4 have deadwood present through canopy which requires removal.

Glossary

Diameter at Breast Height (DBH)

The trunk diameter measured at 1.4m above ground level determined from the circumference of the trunk divided by π (π).

Codominant stems

2 or more main stems (or "leaders") that are about the same diameter and emerge from the same location on the main trunk

Health

Freedom from pests, diseases, ailments, stress –measured as excellent, good, fair, poor or dead

Included Bark

Bark that becomes imbedded in a union between branches, a branch and stem, or co-dominant stems

Defect (structural)

Internal or external points of weakness that reduce the stability of the tree

Failure

Structural collapse in part or full of part of a tree – roots, trunk or branches – often leading to the whole tree or part of the tree falling

Structure

Construction and arrangement of parts (roots, trunk, branches) – rated as excellent, good, fair or poor

Useful Life Expectancy (ULE)

| | |
|---------------------|---|
| 0 years | A dead, dying or dangerous tree with significant defects, poor health or requires removal in the short term. |
| <5 years | A poor example of the species that is in decline or will likely die or requires removal within 5 years. |
| 5-10 years | A tree in fair condition that contributes to the amenity of the landscape in which it is growing, can be retained with a tolerable level of management. |
| 10-20 years | A tree in fair-good condition that contributes to the amenity of the landscape in which it is growing and can be retained with an appropriate level of management. |
| >20 years | A healthy tree in good condition that will contribute to the amenity of the landscape in which it is growing for at least another 20 years with an appropriate level of management. |

Structure

| | |
|------------------|--|
| Good | A tree with structure that is typical of its species with no defects such as decay, included bark, cracks, splits, tears outs. Generally, with a single defined trunk with secondary limbs presenting with good attachments. |
| Fair | A tree with minor defects in its canopy but is generally free of any significant structural issues. Pruning may be required to fix minor defects. Its canopy will mostly be symmetrical and typical of its species. |
| Poor | A tree presenting with 1 or more defects such as included bark, co-dominant stems, poor attachments and may also have an atypical or asymmetrical canopy. The defects may be able to be rectified with pruning. |
| Very Poor | A tree with significant defects related to its primary stem or secondary scaffold limbs that cannot be rectified with pruning or other measures. This removal of this tree may be required in the short term. |
| Hazardous | A tree with major defects that is likely to fail and should be removed as soon as possible. |

Age Class

| | |
|--------------------|--|
| Juvenile | A Seedling or Sapling |
| Young | A tree that is actively growing and shows significant increases in annual growth. The duration and extent of the growth is dependent on the species and cultural conditions in which the tree is growing. |
| Semi-Mature | A tree that shows active annual growth and has not yet reached its genetic potential with regard to canopy height and width. The onset and duration of semi-maturity is dependent on the species and cultural conditions in which the tree is growing. |
| Mature | A tree that shows minor annual growth and has reached close to its maximum genetic potential. The onset and duration of maturity is dependent on the species and cultural conditions in which the tree is growing. |
| Senescent | A mature tree that is in physiological decline showing little or no annual growth. The onset of senescence is dependent on the species and cultural conditions in which the tree is growing. |
| Decline | A tree with reduced vigour or showing no signs of annual growth due to environmental stress, pathogenic or natural causes. |

Health

| | |
|------------------|--|
| Good | A tree that presents with a full, dense canopy, with no signs of pest or disease and strong vigour. |
| Fair | A tree which may show signs of reduced vigour with some small diameter deadwood. It may have some pest or disease damage that is not causing a significant impact to the tree. |
| Poor | A tree which may be in decline with little to no annual growth. Pests and disease may be widespread throughout the tree and/or die-back present, sparse canopy. |
| Very Poor | A tree in significant decline showing no annual growth. Large sections of die-back are present and is very unlikely to recover. |
| Dead | A tree with no signs of life and a completely dead canopy. |

Table 3: Likelihood of failure

| Likelihood of Failure | Definition |
|-----------------------|--|
| Imminent | Failure has started or is most likely to occur soon, even if there is no significant wind or increased load. The imminent category overrides the time frame stated in the scope of work. |
| Probable | Failure may be expected under normal weather conditions within the specified time frame. |
| Possible | Failure may be expected in extreme weather conditions, but it is unlikely during normal weather conditions within the specified time frame. |
| Improbable | The tree or tree part is not likely to fail during normal weather conditions and may not fail in extreme weather conditions within the specified time frame. |

Table 4: Likelihood of impact

| Likelihood of Impact | Definitions |
|----------------------|--|
| Very Low | The chance of the failed tree or tree part impacting the specified target is remote. Considers rarely used areas. |
| Low | There is a slight chance that the failed tree or tree part will impact the target. Considers occasionally used areas with no protection factors. |
| Medium | The failed tree or tree part could impact the target but is not expected to do so. Considers frequently used areas where the direction of fall may or may not be towards the target. |
| High | The failed tree or tree part is likely to impact the target. Considers constant targets with no protection factors, where direction of fall is towards the target. |

Table 5: Consequences of failure

| Consequences of Failure | Definitions |
|-------------------------|---|
| Negligible | Consequences that do not result in personal injury, involve low-value property damage, or disruptions that can be replaced or repaired. |
| Minor | Consequences that involve minor personal injury, low- to moderate-value property damage, or small disruption of activities. |
| Significant | Consequences that involve substantial personal injury (requiring professional medical care), moderate- to high-value property damage, or considerable disruption of activities. |
| Severe | Consequences that could involve serious personal injury or death, high-value property damage, or major disruption of important activities. |

8.6.3 Disaster Ready Fund - Round 2

| | |
|---------------------------------|--|
| Directorate: | Infrastructure |
| Responsible Officer: | Manager Operations |
| Manager: | Manager Operations |
| Attachments: | 1. Attachment 1 Flood Pump Locations Echuca [8.6.3.1 - 1 page] |
| Conflict of Interest: | In accordance with section 130 of the Local Government Act 2020, the officer preparing this report declares no conflict of interest regarding this matter. |
| Council Plan Reference: | Not applicable |
| Other Strategic Context: | Flood Emergency Plan |

1. PURPOSE

The purpose of this report is to seek Council's endorsement to acquire additional flood mitigation pumps and related equipment, to improve Council's resilience to respond to future flood events, either through a grant from the *Disaster Recovery Fund: Round Two 2024-2025* or from Council funds.

2. RECOMMENDATION

That Council

1. **Endorse the purchase of additional flood mitigation pumps and related equipment to improve Council's resilience to respond to future flood events, through**
 - 1.1. **Funding from an application to the Disaster Recovery Fund: Round Two;**
 - or**
 - 1.2. **Council funds should a grant through the Disaster Recovery Fund be unsuccessful.**

3. BACKGROUND

Following the 2022 flood event in Echuca, it has been identified that Council has an insufficient number of mobile water pumps for emergency use. The pumps are required at flood control gates of residential stormwater outlets. The gates isolate the Echuca township from the swollen Campaspe and Murray rivers. Once the flood control gates are closed, the pumps remove any rainfall runoff that collects in the urban stormwater system and directs it into the rivers.

Council lacked the necessary number of pumps for the 2022 flood event. Consequently, additional units were arranged by the SES and sourced from Bendigo. However, these were found to have deficiencies, with most not fitted with automatic float valves. This created additional burden for Council staff, requiring frequent checks on residential stormwater levels and manually operating the pumps to clear any water collected.

There are 26 locations requiring defence by pumps around Echuca with 3 existing permanent pumps installed to defend against the Murray River, situated at Mitchell Street and Watson Street and a permanent pump at Heygarth St to defend against the Campaspe River (refer Attachment 1). The remaining locations identified for flood pumps include 9 locations along the Campaspe River and 16 along the Murray River.

Council currently owns 7 Godwin brand pumps that are housed at the Tongala Works Depot. These 6-inch pumps are mounted on skids and require a crane to be lifted and a truck to be transported.

It is considered essential that Council can defend its communities from flood events in the future, by equipping itself with an adequate number of suitable pumps that can be deployed readily.

Previous Council Discussion

Not Applicable

4. DISCUSSION

During the 2022 flood event, observations were made of water levels and volumes to be pumped out of the stormwater system at the flood control gate locations. This has enabled preliminary scoping of pump sizes for each location, as shown in Table 1 below, noting several locations require catchment sizing to ensure the adequacy of the selected pump. As a result, pumps and equipment as detailed in the table are recommended for purchase by Council.







| NEW EQUIPMENT PROPOSED | | | | | |
|----------------------------|---|---|---|---|-------|
| PUMPS | | | | | |
| | Small 6 inch pump | 6 inch pump on trailer | 8 inch pump on trailer | 10 inch pump on trailer | TOTAL |
| Qty | 8 | 1 | 3 | 6* | 18 |
| |  |  |  |  | |
| TRAILERS & OTHER EQUIPMENT | | | | | |
| | 10'x5' trailers with crane for small pumps | Trailers for existing Godwin pumps | Float Switches | Additional pipework for 10" pumps | |
| Qty | 2 | 7 | 7 | TBC | |
| |  |  | Switches will allow the Godwin pumps to automatically switch on and off, depending on the water level in the stormwater pit | Allowance for pipework to suit pumps and applications | |

Table 1 - New equipment proposed for purchase

In addition, shedding is required to ensure the equipment is protected from the elements to prolong its service life and ensure good working order when the pumps are required for service. It is

estimated a shed of dimensions 26m x 8m will be sufficient to house the trailers, pumps and equipment.

5. STAKEHOLDER ENGAGEMENT

Internal consultation:

- 24 January 2024 Executive Leadership Team endorsement to go to February Council Meeting

Councillors:

- 6 February 2024 Briefing Session

External consultation:

- Not applicable

Community Engagement

Council's Community Engagement Policy identifies the level of community engagement to be undertaken in accordance with the IAP2 framework. The level of community engagement undertaken was:

Nil (Community influence: Nil).

This project does not require community engagement, as there are no changes or additional impacts proposed to drainage or flood management.

Public Transparency Policy

Not Applicable

6. LEGISLATIVE CONTEXT

Emergency Management Act 2013 (Vic)

Campaspe Shire Council's response to flood emergencies is governed by the Act *Part 6A - Emergency Management Plans* and its related plans listed below

- Northern Victorian Integrated Municipal Emergency Management Plan: Campaspe Shire
- Flood Emergency Plan for the Campaspe Municipal District

7. FINANCIAL AND OTHER RESOURCE IMPLICATIONS

Acquisition of the pumps and related equipment and shedding will require expenditure in the 2024-2025 financial year as shown in Table 2 below. Funding is proposed via grant funding from the Australian Government's Disaster Recovery Fund: Round Two 2024-2025, with applications due in March 2024. Should the grant application not be successful, the project will need to be funded by Council.

| ESTIMATED CAPITAL COSTS | | | |
|---------------------------------------|-------------------|------------|-----------------------|
| ITEM | UNIT PRICE | QTY | TOTAL (ex GST) |
| Small 6" pump | \$9,535 | 8 | \$76,280 |
| 6" pump (with trailer) | \$26,360 | 1 | \$26,360 |
| 8" pump (with trailer) | \$25,550 | 3 | \$76,650 |
| 10' pump (with trailer) | \$26,800 | 6* | \$160,800 |
| Trailers for small pumps (with crane) | \$7,000 | 2 | \$14,000 |
| Trailers for existing Godwin pumps | \$6,000 | 7 | \$42,000 |
| Float Switches | \$500 | 7 | \$3,500 |
| Additional pipework for 10" pumps | \$10,000 | 1 | \$10,000 |
| Shedding to house equipment | \$70,000 | 1 | \$70,000 |
| Contingency (10%) | | | \$46,910 |
| Design / Permits | \$8,000 | 1 | \$8,000 |
| Project Management | \$25,500 | 1 | \$25,500 |
| SUBTOTAL | | | \$560,000 |

*Sizing of larger pumps subject to catchment analysis

Table 2 - Estimated upgrade costs

The estimated costs were derived by seeking quotes from a range of suppliers and selecting the most cost-effective equipment that will meet Council's requirements.

The shedding cost is based on current rates from a shedding supplier.

The location of the shed will be securely located at Council's depot, from where the pumps they can be readily deployed around the municipality. Given the nature of riverine floods in Campaspe Shire, adequate notice will be provided by emergency services to allow Council to deploy the pumps prior to the arrival of floods along the major rivers.

Maintenance of the pumps will be undertaken by the Tongala workshop and is expected to be minimal, including annual oil changes, inspections of seals, hoses and wheel bearings. Estimated costs are provided in Table 3 below. These maintenance costs will be absorbed by the existing plant maintenance funding.

| ESTIMATED MAINTENANCE COSTS (PER ANNUM NOT ESCALATED) | | | |
|---|-------------------|------------|-----------------------|
| ITEM | UNIT PRICE | QTY | TOTAL (ex GST) |
| Small 6" pump | \$50 | 8 | \$400 |
| 6" pump (with trailer) | \$50 | 1 | \$50 |
| 8" pump (with trailer) | \$50 | 3 | \$150 |
| 10' pump (with trailer) | \$50 | 6 | \$300 |
| Trailers for small pumps (with crane) | \$50 | 2 | \$100 |
| Trailers for existing Godwin pumps | \$50 | 7 | \$350 |
| Float Switches | \$0 | 7 | \$0 |
| Additional pipework for 10" pumps | \$0 | 1 | \$0 |
| Shedding to house equipment | \$0 | 1 | \$0 |
| Tyre replacement annualised (\$250 per tyre to be replaced each 10 years) | \$50 | 19 | \$950 |
| SUBTOTAL | | | \$2,300 |

Table 3 - Maintenance Costs

With upkeep, it is expected these assets will have a service life of at least 25 years, given the infrequent use they will experience.

The purchase of pumps, equipment and shedding will be managed by Council's Major Projects team. A new project has been created in CAMMS for the 2024/25 financial year to support this initiative, subject to funding and Council approval.

8. ENVIRONMENTAL IMPLICATIONS

There are no environmental implications relating to this report.

9. OPPORTUNITIES AND RISK

Opportunities:

Acquisition of flood pumps enables Council to better defend the township of Echuca, or other locations around the municipality, from major riverine floods and ensures Council is not reliant on the SES to source and supply adequate pumps at short notice.

Acquisition of dedicated trailers for existing flood pumps will enable them to be deployed readily, including relocating them during flood events.

Risk:

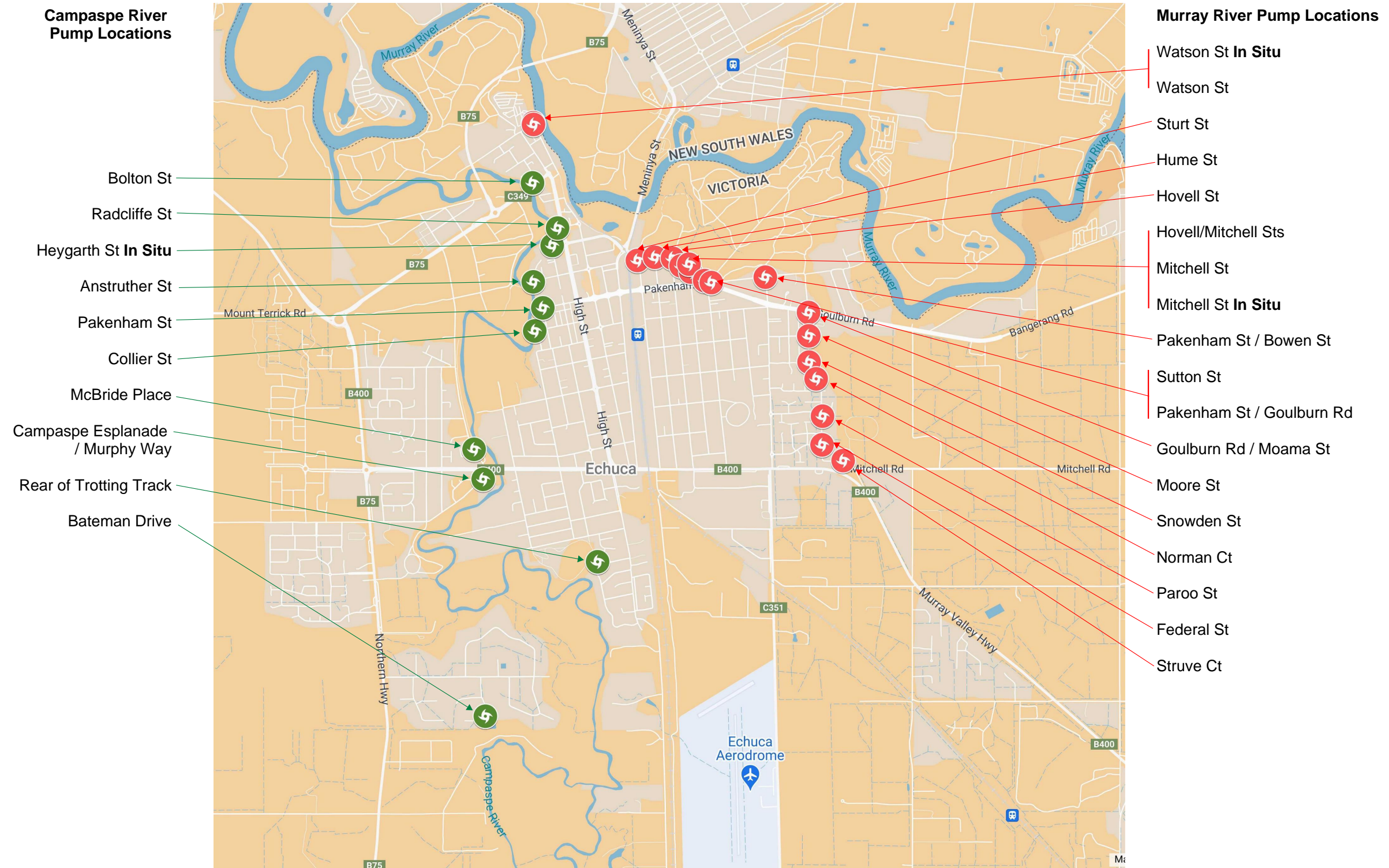
Asset Risk

A risk that Council and SES are unable to source an adequate number of pumps to defend Echuca from major riverine floods could result in extensive damage to private and public infrastructure.

Reputation Risk

A risk that Council is unprepared or cannot defend Echuca from major riverine floods would result in heavy criticism from the community, businesses, and other groups, especially after the 2022 flood event.

FLOOD PUMP LOCATIONS



8.6.4 Rushworth Streetscape Renewal Project - request for contingency release

| | |
|---------------------------------|--|
| Directorate: | Infrastructure |
| Responsible Officer: | Manager Major projects |
| Manager: | Manager Major Projects |
| Attachments: | Nil |
| Conflict of Interest: | In accordance with section 130 of the Local Government Act 2020, the officer preparing this report declares no conflict of interest regarding this matter. |
| Council Plan Reference: | Well planned places Attractive and useable sites of importance Land and underlying infrastructure suitable for growing populations Campaspe Shire Council ('Council') is the custodian of an extensive range of community assets. In order to deliver a variety of services to the community, Council must ensure that the assets supporting the community are managed in a sustainable manner over the long term. Timely renewal of civic infrastructure is essential in maintaining assets at an acceptable and functional standard. |
| Other Strategic Context: | Asset Management Plans Policy 91 - Sustainable Asset Management |

1. PURPOSE

The purpose of this report is to detail and seek approval to:

1. Increase the approved Contract Sum by \$113,782 to \$1,887,077 (GST Excl.) for the Rushworth Streetscape Renewal Project – Stage 2 under Contract No. C23026.
2. Increase the overall approved Project Budget from \$2,040,000 to \$2,080,649 (i.e. increase of \$40,649) through the 2023/24 CWP Contingency Reserve.

2. RECOMMENDATION

That Council:

1. **Note the contents of this report and approve the increase of \$40,649 (ex GST) from the 2023/24 CWP Contingency Reserve to the Total Project Budget.**
2. **Approve the CEO to increase the existing purchase order for the primary contract (C23026) by \$113,782 to \$1,887,077.**

3. BACKGROUND

In September 2023 a contract was awarded to Earthworks Civil & Construction (ECC) with an approved contract sum of \$1,582,711.

In December 2023 a variation request was approved by the CEO which provided the following approved Contract Sum for C23026 details:

Original Contract Sum - \$1,582,711

Variation Amounts \$ 190,584

Revised Contract Sum - \$1,773,295

The revised approved contract sum for C23026 became \$1,773,295 effectively raising the approved sum by \$190,584 which at that time was considered adequate to cover the predicted variations remaining to complete the works.

Current Situation

The Project is approximately 75% complete at the start of February 2024 and is still on track to be completed in late March prior to the critical timeline of Easter 2024 when the Rushworth Heritage Festival is celebrated. Currently the final footpath and kerb works (Stage 4) in front of the Bakery to Moora Road are planned to be completed in mid-February and following this the road pavement replacement works (Stage 5 & 6) will be undertaken to the end of March 2024.

However, in the prosecution of the recent footpath/kerb works and in undertaking a risk assessment of the upcoming road pavements works, a financial increase to the approved contract is required to cover all remaining Contract works under C23026 based on the latent conditions experienced to date and those predicted during the upcoming road pavement works.

In addition, based on this increase required for the Contract works, the overall Total Project Budget of \$2,040,000 is now expected to exceed the approved sum by \$40,649 taking the final forecast cost of the overall Project to \$2,080,649.

This report therefore seeks Council's approval to increase the total project budget by a sum of \$40,649 (ex) from the 2023/24 CWP Contingency Reserve and an increase to the existing purchase order for the primary contract (C23026) by \$113,782 to \$1,887,077

Previous Council Discussion

Council has adopted a total project budget of \$2,040,000 for PR-100710 Rushworth High Street Renewal in its 2023/2024 Capital Works Program.

In September 2023 a contract was awarded to Earthworks Civil & Construction (ECC) with an approved contract sum of \$1,582,711.

Prior to this award there were numerous and extensive briefings and reports regarding the Stage 1 (2020/21) works in High Street and the rectifying actions that were needed to be put in place for the Stage 2 works.

4. DISCUSSION

In addition to the already incurred Variations to Contract C23026 this request for additional budget also includes informed estimates additional potential variations predicted to be associated with the remaining footpath/kerb and upcoming road pavement works. These predicted variations to take us through to the conclusion of the works contract include:

| Predicted Variations | Estimated Cost (Excl. GST) |
|--|-----------------------------------|
| Additional water services to be lowered in Stage 4 to allow construction of the new kerb and footpath | \$16,475 |
| Allowance for changed conditions in the road pavement works. Additional imported crushed rock in lieu of granular material deficiency under existing road based on the exposed sections to date. Additional geotechnical investigation occurred during December 2023 and highlighted that approximately 160m of the total 600m length of High Street has inadequate granular material in the subbase to allow stabilisation. Instead, additional excavation will occur in these areas and Class 4 FCR will be imported to ensure adequate granular material is present for the stabilisation process. Previous to further investigation and discovery this work was estimated at ~\$40,000 | \$82,250 |
| Removal of large tree root exposed in road pavement near Post Office area. This was discovered during the excavation process for the Stage 3 works in late December 2023 and is likely to require hydro excavation exposure of the tree root and removal using a chainsaw or similar. | \$5,000 |
| Changes to the road pavement makeup in the area from the Bakery to near Moora Road to facilitate the very shallow cover to services in the area. | \$2,240 |
| Provision of asphalt treatment to areas of High Street that directly meet Moora Road prior to the main roadworks. Undertaking this work allows unencumbered safe pedestrian access adjacent Moora Road during the main Stage 5 & 6 roadworks. If this is not undertaken, then pedestrians will be required to be partially traversing into Moora Road. | \$21,000 |
| Treatment of soft zones within the pavement subbase based on the excavations undertaken to date and additional geotechnical investigations undertaken in Dec 2023. There are exposed softer areas within the road pavement and there is high likely to be additional excavation and replacement with Class 4 FCR as part of the lower subbase stabilisation process. | \$25,000 |
| Treatment around isolated services in High Street which are known to have inadequate cover for the designed road pavement works. These services (estimated to have one service on the west side of High Street and at 2 locations on the east side) will require hydro excavation to expose them and have stabilised sand placed around them for stabilisation prior to installation of the base course above them. | \$25,000 |
| Total | \$176,965 |

The request for additional budget is heavily based on prediction and estimates learned through the extensive works undertaken in High Street Rushworth to date. It is a complex works environment which consistently throws up surprises and challenges. It should be noted:

Should Council choose not to approve the contingency release the works may still be able to be completed within the original overall project budget, however in officers' opinion this presents a risk.

Should Council approve the additional ~\$40k from contingency reserve that this may prove to be inadequate once the road pavement is excavated and true conditions known. For instance, while this has been extensively investigated and allowances have been made for soft spot remediation, the true extent will not be known until excavation occurs.

Should the project team be directed to work within the adopted total project budget the full delivery of pavement rehabilitation scope may need to be revisited depending on what is discovered as each stage (5&6) is excavated.

Predicted Contract Sum

The following summary is provided as to the predicted final Contract Sum for C23026 based on the above information:

| | |
|--|--------------------|
| Current Committed Contract Sum based on approved Variations | \$1,710,112 |
| Predicted remaining variations | \$ 176,965 |
| | \$1,887,077 |

Contract Sum Summary

| | |
|--------------------------------------|--------------------|
| Current Approved Contract Sum | \$1,773,295 |
| Required increase | \$ 113,782 |
| New Contract Sum for approval | \$1,887,077 |

Based on the above, the Final Forecast of the Project is provided in the table below.

Effectively it is estimated that the Final Forecast Cost of the Project will be \$2,080,649 thus exceeding the total allocated budget by \$40,649.

Overall Project Financial Status

| Project Budget | Estimated Spend for Contract Works (Includes Telstra and potential variations) | Estimated Spend for Design Support, Approvals, Planning and Project Signs | Estimated spend for Project Management | Estimated Final Forecast Spend | Budget Overrun (Total Project Budget) |
|-----------------------|---|--|---|---------------------------------------|--|
| \$2,040,000 | \$1,934,665 | \$30,784 | \$115,200 | \$2,080,649 | \$40,649 |

The above is based on a best estimate approach at present and further updates will be provided as the road pavement works progress through February/March 2024.

5. STAKEHOLDER ENGAGEMENT

Internal consultation:

- Director Infrastructure
- Manager Engineering
- Capital Works Coordinator
- Consultant Project Manager

Councillors:

Nil

External consultation:

Nil

Community Engagement

Council's Community Engagement Policy identifies the level of community engagement to be undertaken in accordance with the IAP2 framework. The level of community engagement undertaken was:

Nil (Community influence: Nil).

Whilst community engagement throughout the two Stages of this project has been extensive the matter is operational, and no specific engagement is required.

Public Transparency Policy

Not applicable.

6. LEGISLATIVE CONTEXT

Section 9(2)(a) of the Local Government Act 2020 (Vic) provides that Council decisions are to be made and actions taken in accordance with the relevant law.

Section 109 Local Government Act 2020 (1) A Council must comply with its Procurement Policy before entering into a contract for the purchase of goods or services or the carrying out of works. (2) The Chief Executive Officer must ensure that any report to the Council that recommends entering into a procurement agreement includes information in relation to any opportunities for collaboration with other Councils or public bodies which may be available.

7. FINANCIAL AND OTHER RESOURCE IMPLICATIONS

Section 9(2)(g) of the Local Government Act 2020 (Vic) provides that the ongoing financial viability of the Council is to be ensured.

This request for additional budget via the 23/24 CWP Contingency Reserve is reasonable at less than 2% of the projects total project budget. Coordinator Capital Works assures there is ample funds in the Contingency Reserve to cover the sum requested.

8. ENVIRONMENTAL IMPLICATIONS

Nil applicable

9. OPPORTUNITIES AND RISK**Opportunities:**

To approve the recommendations based on informed estimates and provide council the best opportunity to fully deliver the intended scope of the long running Rushworth Streetscape Renewal Project.

Risk:

Asset Risk

Infrastructure Program Delivery Risk

Should the recommendations not be supported the delivery of the full and entire scope of works may be jeopardised resulting in further future works being required, community dissatisfaction and reputational damage to council.

10. CONCLUSION

Council's approval of the additional budget request from the contingency reserve will allow the project to continue within the agreed timeframes and provide for the project to be completed prior to the Easter Festival in March 2024.

8.7 Council Information

8.7.1 Notes of Appreciation

Directorate: Office of the CEO

Responsible Officer: Office of the CEO Support Officer

Manager: Office of the CEO Executive Officer

1. PURPOSE

To present the notes of appreciation that Council has received since its last meeting.

2. RECOMMENDATION

That Council acknowledge the notes of appreciation as listed and convey this appreciation to the relevant parties.

1. Wayne and Julie McInnes, Echuca

“Thank you to the wonderful Parks and Gardens team for mowing our reserve in Wisteria St last week. We appreciate all of your efforts this year and wish you all a Merry Christmas and Happy New Year for 2024.”

Also received:

“Thank you to the Parks and Garden Team for mowing our nature strip in Wisteria St Echuca last week. It was a very hot day and the man doing the job did it all with a small push mower. Your efforts are very much appreciated.”

Also received:

“Thank you again to the parks and garden team for mowing the reserve in Wisteria St Echuca, your efforts are very much appreciated.”

2. Kyabram Urban Landcare Group

“Thank you, Campaspe Shire & the works team, for moving Ern Miles Reserve in STH Boundary Rd – Kyabram this week. Much appreciated! A very Happy Christmas and New Year to you all.”

3. Anonymous, Rochester

Appreciation and thank you to the tree crew for cleaning up branches in Rochester.

4. Dean Wallace, Colbinabbin

“I just wanted to commend the bin collection truck who saw me put my bin out after they had past and came back specifically to get it. Good stuff.”

5. Kyvalley Swimming Club

In relation to the awarding of a grant:

"Sincere appreciation, to Campaspe Shire Council, for their kind donation. This will certainly help us to ease our financial constraints, resulting from the decision to offer free entry to Council's outdoor pools."

6. Anonymous, Rochester

"Thank you to those involved in fixing the drainage issue on Baynes Street Rochester. Thank you, Works team."

7. Alan O'Neill, Echuca

"Folks, just want to pass on my thanks for the quick response and for the team who completely removed what was left of the tree and cleaned up. A good job, very well done."

8. Anonymous, Rochester

"Thank you to whoever trimmed the peppercorn trees after the request to have them trimmed. They are perfect and I am extremely thankful."

9. Anonymous, Kyabram

"I would like to thank the storm water crew that worked on Chaston Street Kyabram today. They did an amazing job."

10. Anonymous, Echuca

Appreciation for the roadworks completed in Pakenham St, between Sturt and Mitchell Streets:

" amazing, really really good!"

11. James Lawson

Appreciation and thank you to Kate Taylor, Resilience & Recovery Coordinator

"I contacted Kate who was helpful and understood our situation. Kate kept me informed and was a pleasure to deal with".

8.7.2 Acknowledgement of OAM recipients

| | |
|-----------------------------|-------------------------------------|
| Directorate: | Office of the CEO |
| Responsible Officer: | Office of the CEO Support Officer |
| Manager: | Office of the CEO Executive Officer |

Council would like to extend a heartfelt congratulations to two remarkable individuals within the local community who have been honoured with the Order of Australia Medal (OAM) for their exceptional contributions and dedication to service.

Chaplain Liz Spicer OAM has been an unwavering beacon of support and compassion within our community. Through her roles at Kyabram P-12 College and the Community Church Kyabram, Chaplain Spicer has touched countless lives, providing solace, guidance, and care to those in need. Her involvement in various community initiatives, including her support during the Black Saturday Bushfires and floods, exemplifies her selflessness and commitment to serving others.

Equally deserving of recognition is **Dr. Suzanne Harrison OAM**, whose lifelong dedication to rural medicine has profoundly impacted our local community. As a General Practitioner in the Echuca Region for over three decades, Dr. Harrison has been a trusted healthcare provider, improving the well-being of countless individuals and families. Her leadership roles within medical associations and academic institutions, highlight her passion for advancing rural healthcare and nurturing the next generation of medical professionals.

The achievements of Chaplain Liz Spicer OAM and Dr. Suzanne Harrison OAM demonstrate the spirit of generosity and community that defines this Shire. Their contributions have enriched the lives of many and serve as an inspiration to us all.

9 Notices of Motion

10 Urgent Business

11 Confidential Business

12 Close Meeting

Pauline Gordon

Chief Executive Officer