

Council Agenda



| Date: | 16 September 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 Monday 16 September 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 20 August 2024 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.

7.1 Outgoing Mayor's Reflections of their term

Outgoing Mayor, Councillor Rob Amos, will present his report on the 2023/2024 Mayoral term.

7.2 Councillor Reflections on their term in office

Outgoing Councillors will present their reports on their 2020/2024 Term.

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

| Sustainability | | |
|--|--|--|
| Manager Planning and Building | | |
| Manager Planning and Building | | |
| Copy of Monthly Councillor Reporting August [8.1.1.1 - 4 pages] | | |
| In accordance with section 130 of the Local Government Act 2020, the officer preparing this report declares no conflict of interest regarding this matter. | | |
| Not applicable | | |
| Not applicable | | |
| | | |

1. PURPOSE

The purpose of this report is to provide information on the determined planning application, including other planning decision as of 31 August 2024.

2. RECOMMENDATION

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

- 43 planning permit applications were received.
- 36 planning permits determined (including VicSmart)
- In total 59 planning decisions were processed with the following breakdown:
 - o 33 standard planning permits determined
 - o 3 VicSmart planning permits determined
 - o 6 secondary consents determined.

- o 13 condition plans determined.
- 4 extensions of time determined

The median processing of standard applications determinations was 44 days for the month of August.

The median processing of a VicSmart application to determination was 2 days for the month of August.

Campaspe's percentage of standard applications determined in 60 days was 69.70 percent which is approximately equal to the State average of 69.58 percent for August.

There has been a reduction in the percentage of applications determined in 60 days this month due to a number of applications being decided upon that have undertaken consultation processes or been reported to Council due to objections being received.

With VicSmart applications, the State average for August was 80.80 percent, while Campaspe Shire achieved 100 percent for the month. All VicSmart applications were decided upon under the statutory timeframe of 10 business days.

For the month of August an additional 9 applications were received compared to July. An additional 10 planning permit applications were decided upon.

There are no planning matters currently with VCAT.







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 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.

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Delegate Decisions 01-Aug-2024 to 31-Aug-2024

| Application ID | | | Stage/Decision | |
|----------------|--|---|----------------|--|
| PLN027/2024 | Boundary realignment of three (3) lots in the Farming Zone – Schedule 2 and Land Subject to Inundation Overlay | 899 Matheson Road KYVALLEY VIC 3621 | Refused | |
| PLN028/2024 | Use and development of the land for a car wash in the General Residential Zone, internally illuminated and business identification signage pursuant to Clause 52.05 and alteration of access pursuant to Clause 52.29 | 3 Hare Street ECHUCA VIC 3564 | PmtNOD | |
| PLN032/2024 | Use and development of the land for store in the Farming Zone Schedule 1 and alteration to access of a Transport Zone 2 pursuant to Clause 52.29 | 2611 Murray Valley Highway TORRUMBARRY VIC 3562 | Refused | |
| PLN063/2022.A | Error - Buildings and Works (Stores) in the Industrial 1 Zone and Land Subject to Inundation Overlay, and Business Identification Signage pursuant to Clause 52.05 | 28 Crichton Road KYABRAM VIC 3620 | NotReq | |
| PLN066/2022.A | Use and Development of the land for group accommodation, caretaker's house, storage shed, and place of assembly in the Rural Activity Zone, Bushfire Management Overlay, Environmental Significance Overlay Schedule 1 and Land Subject to Inundation Overlay, and use of the land for a liquor licence (on premises) pursuant to Clause 52.27 | 150 Sexton Road TORRUMBARRY VIC 3562 | PrmIssued | |
| PLN069/2021.A | AMENDMENT - Use and development of the land for a dwelling in the Farming Zone Schedule 1 and Restructure Overlay Schedule | 1423 Murray Valley Highway WHARPARILLA VIC 3564 | PmtAmend | |
| PLN075/2024.A | Buildings and Works (industrial shed) in the Industrial 1 Zone and Land Subject to Inundation Overlay | 32 Crichton Road KYABRAM VIC 3620 | PmtAmend | |
| PLN076/2024 | Buildings and works associated with a dwelling in the Farming Zone Schedule 1 and Land Subject to Inundation Overlay | 1659 Mcbain Road TONGALA VIC 3621 | PrmIssued | |
| PLN083/2024 | Re subdivision of the land into 2 lots in the Farming Zone Schedule 1 and creation of easements pursuant to Clause 52.02 | 650 Singer Road BAMAWM VIC 3561 | PrmIssued | |
| PLN084/2024 | Earthworks (protection levee and dam extension) in the Farming Zone and Land Subject to Inundation Overlay | 170 Singer Road BAMAWM VIC 3561 | PrmIssued | |
| PLN087/2024 | Internally illuminated business identification signage in the Commercial 2 Zone and Design & Development Overlay Schedule 3 pursuant to Clause 52.05 | 75-77 Northern Highway ECHUCA VIC 3564 | RptRvwCmpl | |
| PLN100/2024 | Buildings and Works (new buildings) associated with existing use in the Industrial 3 Zone and Design and Development Overlay Schedule 11 | 98-110 Ogilvie Avenue ECHUCA VIC 3564 | Completed | |
| PLN103/2024 | Use of the land for a dwelling pursuant to Clause 63.10 and buildings and works (Replacement dwelling) in the Urban Floodway Zone and Environmental Significant Overlay-Schedule 1 | 5 Bynan Street ECHUCA VIC 3564 | Prmlssued | |
| PLN113/2020.D | Staged multi-lot subdivision 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 to Access to a Road Zone Category 1 pursuant to Clause 52.29 | 441 Allan Street KYABRAM VIC 3620 | PmtAmend | |

Attachment 8.1.1.1

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| PLN117/2024 Subdivision of the land into 2 lots in the General Residential Zone and Land Subject to Inundation Overlay and create or alter access to a road in a Transport Zone 2 | | 46 Echuca Road ROCHESTER VIC 3561 | Completed |
|--|---|--|------------|
| PLN122/2024 | Buildings and works (dwelling) in the Farming Zone Schedule 1 | Plain Road CORNELLA VIC 3551 | Prmlssuec |
| PLN123/2024 | Subdivision of the land into two lots in the General Residential Zone | 5 Haslem Street KYABRAM VIC 3620 | Prmlssuec |
| 1 21123/2024 | Buildings and Works (internal and external alterations) and partial demolition in the | S Husiem Street Kirkbin Wir Vie S020 | 1111135022 |
| PLN124/2023 | Commercial 1 Zone, Land Subject to Inundation Overlay, and the Heritage Overlay | 545-547 High Street ECHUCA VIC 3564 | PmtNOD |
| 1 2025 | Schedule HO20 | 545 547 High Street Echoer Vie 5564 | |
| PLN130/2023 | Temporary signage | Bangerang Road ECHUCA VIC 3564 | Withdraw |
| PLN131/2024 | Buildings and works (outbuilding) in the Farming Zone Schedule 1 | 1220 Lowrie Road BAMAWM EXTENSION VIC 3564 | PrmIssued |
| 1 11131/2024 | Buildings and works (stores) in the Industrial 1 Zone and Land Subject to Inundation | 1220 LOWINE ROUG DAMIAWIM EXTENSION THE 5504 | TTTTTSSGCC |
| PLN140/2024 | Overlay and pylon sign pursuant to Clause 52.05 | 28 Crichton Road KYABRAM VIC 3620 | PrmIssued |
| | Buildings and works (Dependent person Unit) in the Land Subject to Inundation | | |
| PLN141/2024 | | 554 Lady Augusta Road ECHUCA VIC 3564 | Withdraw |
| | Overlay Buildings and works (agricultural shed) in the Farming Zone Schedule 1 and Land | | |
| PLN146/2024 | | 759 Gray Road KYABRAM VIC 3620 | PrmIssued |
| | Subject to Inundation Overlay Staged Subdivision of the land in the Urban Growth Zone and applied zone | | |
| | Neighbourhood Residential Zone, Environmental Significance Overlay Schedule 3 and | | |
| PLN147/2023 | | 136 Mcswain Road ECHUCA VIC 3564 | PInRecvd |
| | Land Subject to Inundation Overlay, removal of native vegetation pursuant to Clauses | | |
| DI NIA 47/2024 | 42.01 and 52.17 | | |
| PLN147/2024 | Animated sign in the Commercial 1 Zone | 177 Hare Street ECHUCA VIC 3564 | Lapsed |
| PLN156/2024 | Business identification signage and pole sign in the Industrial 3 Zone and Design and | 9-37 Sturt Street ECHUCA VIC 3564 | PrmIssued |
| | Development Overlay Schedule 11 pursuant to Cluse 52.05 | | |
| PLN162/2024 | Buildings and works (agricultural shed) in the Farming Zone Schedule 1 | 1387 Everard Road TIMMERING VIC 3561 | PrmIssued |
| PLN178/2024 | Use and development of the land for a dwelling in the Farming Zone Schedule 1 | 1994 Wilson Road KOYUGA VIC 3622 | Prmlssued |
| PLN185/2024 | Buildings and works (shed) in the Farming Zone Schedule 1 | 729 Gillies Road GIRGARRE VIC 3624 | PInRecvd |
| | | | |
| | Use and development of a residential hotel, buildings and works (partial demolition | | PmtNOD |
| PLN207/2023 | with alterations and additions) and internally-illuminated business identification | 4 Percy Street ECHUCA VIC 3564 | |
| | signage in the Commercial 1 Zone, Bushfire Management Overlay Schedule 1, Design | | |
| | and Development Overlay Schedule 4 and Heritage Overlay Schedule 1 | | |
| PLN251/2022.A | AMENDMENT - Buildings and Works (two warehouses) in the Industrial 1 Zone and | 23 Kuhle Road KYABRAM VIC 3620 | Complete |
| 1 11231/2022.8 | Design and Development Overlay Schedule 9 | 25 Kullic Kodu Krabitawi vie 5020 | completes |
| | (\$WITHDRAWAL) Demolition of a dwelling and outbuildings, tree removal and | | |
| PLN338/2023 | buildings and works (new dwelling, outbuildings and front fence) in the Heritage | 54 Hopwood Street ECHUCA VIC 3564 | Sec47Rec |
| | Overlay Schedule 3 | | |
| | | | |
| PLN393/2022.B | AMENDMENT Buildings and works (Building Extension) in association with an existing | 82 Allan Street KYABRAM VIC 3620 | PmtAmen |
| . 1.1333, 2022.0 | use in the General Residential Zone and Land Subject to inundation Overlay and | | |
| | Internally Illuminated Business Identification Signage pursuant to Clause 52.05 | | |

Attachment 8.1.1.1

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Monthly Determined - VicSmart

| Application ID | Full Details | Property Address | Stage/Decision |
|----------------|---|--------------------------------------|----------------|
| PLN142/2024 | VICSMART - Subdivision of the land into 3 lots in the Commercial 1 Zone and Design 1/34 Annesley Street ECHUCA VIC 3564 | | Withdrawn |
| PLN142/2024 | and Development Overlay Schedule 2 | 1/34 Annesiey Street ECHOCA VIC 5564 | withdrawn |
| PLN176/2024 | VICSMART - Buildings and works (hay shed) in the Farming Zone Schedule 1 | 717 Lowrie Road ECHUCA WEST VIC 3564 | RptRvwCmpl |
| PLN188/2024 | VICSMART - Buildings and works (hayshed) in the Farming Zone Schedule 1 | 55 Pannoo Road LOCKINGTON VIC 3563 | Completed |
| 3 | | | Median |

| Application ID | Full Details | Property Address | Stage/Decision | |
|-----------------|---|---|----------------|--|
| DI N 4 72 /2022 | (S/C) AMENDMENT - Subdivision of the land in the General Residential Zone and | | Deathmoond | |
| PLN172/2022 | Development Plan Overlay Schedule 2 | Breen Avenue KYABRAM VIC 3620 | PmtAmend | |
| | Use and development of the land for a dwelling and outbuilding in the Rural Activity | | | |
| PLN189/2021 | Zone, Environmental Significance Overlay Schedule 1 and Land Subject to Inundation | 138 Fulham Road TORRUMBARRY VIC 3562 | PmtAmend | |
| | Overlay | | | |
| | Buildings and works (Depot store and ancillary office) in Industrial 1 Zone ,Design and | | | |
| PLN256/2023 | Development Overlay Schedule 11 and Land Subject to Inundation Overlay and | 75 Mckenzie Road ECHUCA VIC 3564 | PmtAmend | |
| | alteration to Transport 2 Zone pursuant to Clause 52.29 (jd) | | | |
| PLN317/2021 | (S/C) Subdivision of the land into 7 lots in the General Residential Zone and the | 6-10 Solar Boulevard KYABRAM VIC 3620 | PmtAmend | |
| PLN517/2021 | Development Plan Overlay Schedule 2 (| 0-10 SOIAI BOUIEVALU KTABRAIVI VIC SO20 | PintAmenu | |
| | (S/C) AMENDMENT Buildings and works in association with the Installation of a | | | |
| PLN328/2022 | telecommunications facility in the Public Conservation and Resource Zone and | 837C Torrumbarry Weir Road PATHO VIC 3564 | PmtAmend | |
| | pursuant to Clause 52.19 | | | |
| DI NO 4E /2022 | (S/C) Buildings and works (Partial demolition, external alterations, driveway, | 100 Mitchell Street ECHUCA VIC 3564 | PmtAmend | |
| PLN345/2022 | swimming pool and fencing) in the Heritage Overlay Schedule HO60 | 100 WILCHEN STREET ECHUCA VIC 3564 | PintAmenu | |

Extension of Time Determined

| Application ID | Full Details | Property Address | Stage/Decision |
|----------------|--|---------------------------------------|----------------|
| | Buildings and Works (Dwelling) in the Land Subject to Inundation Overlay, Removal of | | |
| PLN151/2020 | Native Vegetation (3 Trees) pursuant to Clause 52.17 and Alteration to Access to a | 16 Bridge Road ROCHESTER VIC 3561 | EOTComplet |
| | Road Zone Category 1 pursuant to Clause 52.29 | | |
| | (EOT) Buildings & Works (outbuilding extension, retaining wall and alfresco) in the | | |
| PLN176/2020 | Urban Floodway Zone and Bushfire Management Overlay and Environmental | 202 Wharparilla Drive ECHUCA VIC 3564 | Completed |
| | Significance Overlay Schedule 1 | | |
| | Staged development of the land for 75 dwellings associated with an existing | | |
| PLN275/2021 | residential aged care facility in the General Residential Zone and Public Use Zone | Mount Terrick Road ECHUCA VIC 3564 | PmtAmend |
| | Schedule 7 | | |
| | Use and Development of the land for a Renewable Energy Facility (solar farm) in | | |
| Pln381/2017 | Farming Zone Schedule 1, Floodway Overlay and Land Subject to Inundation Overlay | 1106 Park Road LANCASTER VIC 3620 | RptRvwCmpl |
| | (CH) | | |
| 4 | | | |

Condition Plans Determined

Attachment 8.1.1.1

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| Application ID | Full Details | Property Address | Stage/Decision | |
|--|---|---|----------------|--|
| Partial demolition with Buildings and works (dwelling extension) in the Bushfi | | · · | | |
| PLN063/2024 | Management Overlay Schedule 1, Heritage Overlay Schedule HO87 and the Land | 28 Dickson Street ECHUCA VIC 3564 | Completed | |
| | Subject to Inundation Overlay | | | |
| | Buildings and works associated with a Section 2 (Education Centre – Secondary | | | |
| DI NI077/2024 | School) use in the General Residential Zone and the Heritage Overlay HO14 | | Consulatord | |
| PLN077/2024 | (demolition of non-contributory (circa. 1992) additions, construction of external steel | 21-31 Dickson Street ECHUCA VIC 3564 | Completed | |
| | staircase, entry and door and brick infill in openings) | | | |
| PLN110/2023 | Buildings and Works (warehouse) in the Industrial 1 Zone, and the Land Subject to | 23 Reliance Court ECHUCA VIC 3564 | Completed | |
| PLN110/2023 | Inundation Overlay | 23 Reliance Court ECHOCA VIC 3564 | Completed | |
| | Staged 216 Lot Subdivision in the General Residential Zone and Development Plan | | | |
| PLN114/2023 | Overlay Schedule 3 and alteration of access to Transport Zone 2 pursuant to Clause | 1377 Mcewen Road KYABRAM VIC 3620 | PInRecvd | |
| | 52.29 and native vegetation removal pursuant to Clause 52.17 | | | |
| PLN114/2024 | Buildings and Works (Dwelling extension) in the Farming Zone Schedule 2 and Land | 36 Sullivan Road ROCHESTER VIC 3561 | Completed | |
| PLN114/2024 | Subject to Inundation Overlay | 30 SUIIVAII KOAU KOCHESTER VIC 3501 | Completed | |
| PLN117/2022 | Buildings and Works (industrial building) in the Industrial 1 Zone | 18 Kuhle Road KYABRAM VIC 3620 | Completed | |
| PLN159/2024 | VICSMART - Buildings and works (outbuilding) in the Farming Zone Schedule 2 | 294 John Allan Road KYABRAM VIC 3620 | Completed | |
| PLN224/2023 | Use and development of the land for a Place of Assembly (Church) in the Industrial 1 | 68 Lowry Street ROCHESTER VIC 3561 | PInRecvd | |
| PLN224/2023 | Zone and Land Subject to Inundation Overlay | 68 LOWLY STREET ROCHESTER VIC 3561 | | |
| | Use and development of the land for service industry and trade supplies in the | | | |
| PLN233/2023 | Industrial 1 and 3 Zones and the Design and Development Plan Overlay Schedule 11 | 11-17 Ogilvie Avenue ECHUCA VIC 3564 | PInRecvd | |
| PLIN255/2025 | and Development Plan Overlay Schedule 9 and alteration to access to a Transport | 11-17 Ogivie Avenue ECHOCA VIC 5564 | | |
| | Zone 2 | | | |
| DI NI220/2022 | Subdivision of the land into two lots (dwelling excision) in the Farming Zone Schedule | 683 Matheson Road KYABRAM VIC 3620 | Completed | |
| PLN239/2023 | 2 and Land Subject to Inundation Overlay | 683 Matheson Road KYABRAM VIC 3620 | Completed | |
| | | | Completed | |
| PLN246/2021 | Two lot subdivision in the Commercial 2 Zone and Design and Development Overlay | 89 Ogilvie Avenue ECHUCA VIC 3564 | | |
| | Schedule 7 & 10 and creation of carriageway easement pursuant to Clause 52.02 | | | |
| | Use and Development of land for a Camping and Caravan park in the Farming Zone | | | |
| PLN361/2022 | Schedule 1, Bushfire Management Overlay, Environmental Significance Overlay | 51 River Avenue ECHUCA VILLAGE VIC 3564 | PInRecvd | |
| . 1.1001, 2022 | Schedule 1, Floodway Overlay and Land Subject to Inundation Overlay and Removal | | | |
| | of Native Vegetation pursuant to Clause 52.17 | | | |
| | | | | |
| | Staged subdivision of the land into 65 lots in the General Residential Zone, Urban | | | |
| PLN435/2021 | Floodway Zone, Bushfire Management Overlay, Development Plan Overlay Schedule | Wharparilla Drive ECHUCA VIC 3564 | Completed | |
| , | 5 and Environmental Significance Overlay Schedule 1, Floodway Overlay and Land | . p | | |
| | Subject to Inundation Overlay and Removal of Native Vegetation pursuant to Clause | | | |
| | 52.17 and creation of Access to a Transport Road 2 pursuant to Clause 52.29 | | | |

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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 Corporate

8.3.1 Draft 2023-24 Financial Statements and Performance Statement

| Directorate: | Corporate | | |
|--------------------------|--|--|--|
| Responsible Officer: | Manager Finance and Investment | | |
| Manager: | Director Corporate | | |
| Attachments: | Consolidated Draft Financial Statements GPFS 2024 [8.3.1.1 - 67 pages] Draft Performance Statement 2024 [8.3.1.2 - 18 pages] | | |
| Conflict of Interest: | In accordance with section 130 of the Local Government Ac 2020, the officer preparing this report declares no conflict of interest regarding this matter. | | |
| Council Plan Reference: | Enablers Financial services. | | |
| Other Strategic Context: | Financial Plan. | | |

1. PURPOSE

The purpose of this report is to:

- 1. Present the audited 2023/24 draft Financial Statements and Performance Statement for Council 'in principle' approval.
- 2. Authorise two (2) Councillors to sign the 2023/24 Financial Statements and Performance Statement on behalf of Council.

2. **RECOMMENDATION**

That Council:

- 1. Note that Council's Audit and Risk Committee have reviewed the Financial Statements and Performance Statement for the period end 30 June 2024 and recommended they be referred to Council for adoption 'in principle'.
- 2. Approve 'in principle' the Financial Statements and Performance Statement for the period end 30 June 2024.

- 3. Authorise the Manager Finance and Investment (Principal Accounting Officer) to make changes to the 2023/24 Financial Statements and Performance Statement as may be determined by the Victorian Auditor General's Office and that any material amendments be made in consultation with the Chief Executive Officer and Chair of the Audit and Risk Committee.
- 4. Require that Councillors be notified of any material amendments, if they are made, as soon as possible.
- 5. Authorise the Mayor, Cr Rob Amos and Cr ______ to sign the 2023/24 Financial Statements and Performance Statement on behalf of Council.

3. BACKGROUND

Council is required to produce a set of financial statements (hereafter referred to as the 'financial statements') and performance statement at the end of each financial year – this requirement is as per *Audit Act 1994 Part 3 Section 10*, as well as the *Local Government Act 2020 Section 98(b) and (c)*, where the audited financial statements and performance statement are required to be included in Council's annual report.

The financial statements, including performance statement, are required to be audited by an external auditor. For the 2023/24 financial year this was Johnsons MME (hereafter referred to as 'external auditors'). Council's 2023/24 external audit commenced the week beginning 19 August 2024 and a draft set of financial statements and performance statement reported to the Audit and Risk Committee on the 6 September 2024.

Previous Council Discussion

Council Briefing 3 September 2024 – Presentation of draft financial statements and performance statement.

4. DISCUSSION

Under sections 99 (2) and 99 (3) of the Local Government Act 2020, Council cannot submit its financial or performance statements to the Victorian Auditor General's Office (VAGO) until Council has considered the financial statements and provided 'in principle' approval and signed the Certification of the Financial Statements in the financial statements.

To satisfy this requirement, Council must pass two resolutions, the first gives 'in principle' approval for the financial statements and performance statement and the second authorises two councillors, on behalf of Council, to certify the statements once amendments or changes requested by VAGO have been made.

The State Government provides the following guidance to Local Government on the process:

- The Audit and Risk Committee reviews the draft financial statements and performance statement and recommends any required changes.
- The Council formally meets to review the draft financial statements and performance statement.
- The Council is then required to pass a resolution giving 'in principle' approval to the statements and to authorise two specific councillors (usually the Mayor and another Councillor who is a current member of the Council's Audit and Risk Committee) to sign the statements in their final form, before they can be forwarded to VAGO for sign off.

- The statements and other documentation are provided to the audit contractor (external auditors) who forwards them to VAGO.
- VAGO reviews the statements and other documentation and requests changes if appropriate.
- The Principal Accounting Officer considers the VAGO requested changes and incorporates them into the financial statements as agreed.
- The authorised councillors, CEO and Principal Accounting Officer sign the financial statements and submit a final signed copy of the statements to VAGO.
- VAGO then issues the audit report for both the financial statements and performance statement.

Council's VAGO appointed auditor, Johnsons MME, have worked with council officers to ensure the statements as presented reflect the appropriate financial position of Council. These statements were provided to Council's Audit and Risk Committee and discussed at their meeting held on 6 September 2024.

The Audit and Risk Committee has reviewed the financial statements with Council's external auditor and have recommended that these statements be referred to Council for their 'in principle' approval.

2023/24 Draft Financial Operating Result and Financial Position

| 2023/24 Financial Year | | | | | | |
|--|---------------------|--------------|--------------|------------|--------------|--|
| | 2023/24 Year | 2023/24 Year | 2022/23 Year | Net Change | 2021/22 Year | |
| | Budget | Actual * | Actual | Actual | Actual | |
| | (\$'000) | (\$'000) | (\$'000) | (\$'000) | (\$'000) | |
| | | | | | | |
| Income/ revenue | \$87,259 | \$96,142 | \$108,165 | -11.12% | \$92,126 | |
| Expenses | \$92,187 | \$105,738 | \$105,161 | 0.55% | \$86,127 | |
| Operatingresult | (\$4,928) | (\$9,596) | \$3,004 | -419.44% | \$5,999 | |
| Underlying operating result | (\$7,660) | (\$22,157) | (\$1,560) | 1320.32% | (\$531) | |
| | | | | | | |
| Capital expenditure - total | \$27,382 | \$34,719 | \$17,445 | 99.02% | \$25,497 | |
| Capital renewal | \$16,148 | \$24,035 | \$14,072 | 70.80% | \$17,382 | |
| Renewal as a % of total | 58.97% | 69.23% | 80.66% | | 68.17% | |
| | | | | | | |
| Total assets | \$867,534 | \$941,736 | \$912,143 | 3.24% | \$882,912 | |
| Total liabilities | (\$23,778) | (\$28,366) | (\$27,815) | 1.98% | (\$30,998) | |
| Net assets | \$843,756 | \$913,370 | \$884,328 | 3.28% | \$851,914 | |
| Accumulated surplus | \$319.532 | \$279,822 | \$297,655 | -5.99% | \$324,561 | |
| Reserves | \$524.224 | \$633,548 | \$586,673 | 7.99% | \$527,353 | |
| Total equity | \$843,756 | \$913,370 | \$884,328 | 3.28% | \$851,914 | |
| | | | | | | |
| Cash and cash equivalents | \$4,384 | \$17,191 | \$6,628 | 159.37% | \$10,490 | |
| Total cash and investments | \$74,404 | \$85,691 | \$108,628 | -21.12% | \$97,510 | |
| 2022/24 Actual subject to final as | dit confirmation by | /// | | | | |
| 2023/24 Actual subject to final audit confirmation by VAGO | | | | | | |

Council's 2023/24 draft financial statements show the following information:

Operating Result

The original budget was a deficit of \$4.93 million and the actual operating result was a deficit of \$9.60 million, an overall deterioration in budget estimate of \$4.66 million. Explanations for the actual versus original budget variations can be found on Note 2.1 in the financial statements, but a summary of some of the key movements are:

- Council had budgeted to receive the financial assistance grant as an advance payment in June 2024, as had been the case in previous financial years. This did not occur for the 2023/24 financial year and resulted in a reduction in grant revenue of \$13.86 million.
- Council had budgeted to receive \$2.62 million in capital grants revenue but ended up with a total of \$9.37 million for the financial year. This includes \$4.72 million for local roads and community infrastructure works programs, \$2.2 for Roads to Recovery, \$0.94 million for Echuca aerodrome upgrade, \$0.54 million for the Campaspe Shire flood review and mitigation project, \$0.45 million for Victoria boat ramp works and \$0.30 million for Waranga rail trail.
- 2023/24 expenditure incurred on flood related activities was \$4.64 million, comprising of \$3.94 million for materials & services, \$0.56 million for employee costs and \$0.14 million for other expenses. Majority of this expenditure is funded by grant funding, which was received in the previous 2022/23 financial year.
- The net result of Council disposing of assets no longer required or renewing assets and disposing of the remaining asset carrying value. The \$7.35 million unfavourable variation includes renewal of roads \$3.50 million, buildings \$2.46 million, disposal of land \$1.07 million, and information technology assets \$1.06 million. Council made a gain on sale of plant and equipment of \$0.74 million.

Campaspe Port Enterprise (CPE) Impact on Budget vs Actual Result

Council is required to consolidate the results of any subsidiaries into its financial statements. It should be noted that the figures for CPE are included in Council's financial statements, as these are prepared as consolidated financial statements (i.e. inclusive of all entities that Council owns and/or controls). This is a requirement under Accounting Standards AASB10, and CPE is also included in Council's financial statements as an investment in subsidiaries (refer to Note 6.2 'Investments in associates, joint arrangements and subsidiaries' in the financial statements).

Performance Statement

The performance statement reports on the Council's results against the local government performance reporting indicators and demonstrates results consistent with prior years. These results are released publicly via two methods, Council's Annual Report and the Local Government Sector Performance Reporting website and can be compared with other councils of similar size and all councils across Victoria.

The full performance statement is attached to this report.

The financial and performance statements are still subject to final review of VAGO.

5. STAKEHOLDER ENGAGEMENT

Internal consultation:

• Executive Leadership Team briefing 14 August 2024

Councillors:

• Council Briefing 3 September 2024

External consultation:

• VAGO appointed auditor, Johnson MME, has performed the audit.

• Council's Audit and Risk Committee have reviewed the financial statements and the performance statements.

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 consultation is not required. Note that Council will include a copy of the financial statements and performance statement with the Annual Report.

Public Transparency Policy

Under Council's Public Transparency Policy and Principles, outlined in *section 58 of the Local Government Act (Vic) 2020*, the financial statements and performance statement allow for transparency and public awareness by reporting to the community on the outcome of Council's 2023/24 financial year via the Annual Report. The overall outcome of this process is to:

(a) increase confidence and trust in the community through greater understanding and awareness.

(b) providing information that is current, easily accessible and disseminated in a timely manner, and

(c) reassuring the community that Council is spending public monies appropriately.

6. LEGISLATIVE CONTEXT

Local Government Act 2020 (Vic) Section 9(2)(a) provides that Council decisions are to be made, and actions taken in accordance with the relevant law.

Local Government Act 2020 (Vic) Section 98 (b) and (c) provides that the Annual Report must include an audited performance statement (Section 98 (b)) and audited financial statements (Section 98 (c)).

Local Government Act 2020 (Vic) Sections 99 (2) and 99 (3) provides that Council cannot submit its financial or performance statements to the Victorian Auditor General's Office (VAGO) until Council has considered the statements, provided 'in principle' approval and signed them.

7. FINANCIAL AND OTHER RESOURCE IMPLICATIONS

Local Government Act 2020 (Vic) Section 9(2)(g) provides that the ongoing financial viability of the Council is to be ensured.

Council is in a sound financial position as at 30 June 2024 but will need to manage its financial resources strategically in the future to remain operationally viable given the continued rising costs of inputs to service delivery.

8. ENVIRONMENTAL IMPLICATIONS

There are no environmental sustainability issues or opportunities directly related to this report.

9. OPPORTUNITIES AND RISK

Opportunities:

Council has opportunities to reduce operating deficits through budget savings and through identifying increased revenue opportunities in the 2024/25 financial year and beyond.

Risk:

<u>Compliance Risk</u> - Council is required, under Local Government Act 2020 (Vic) Section 98 (b) and (c), to ensure that the Annual Report must include an audited performance statement (Section 98 (b)) and audited financial statements (Section 98 (c)). Failure to comply with this requirement could result in Council receiving a formal breach notification from the Office of Local Government.

<u>Financial Risk</u> – The financial statements provide a historical snapshot at a point in time. Council has an obligation to the community to remain financially viable and operational into the future. Council monitors current financial year budget allocations on a regular basis and as required under legislation, to identify opportunities for savings/improvements as well as to ensure adequate controls are in place to manage expenditure and revenue. The overall aim is to eliminate operating deficits, whilst maintaining service delivery. Failure to effectively manage financial resources could result in on-going operational deficits having a long-term impact on Council's cash levels, leading to under-delivered or reduced services to the community.

<u>Reputation Risk</u> – Poor community engagement poses a significant reputational risk for Council; it is a service highly valued by the community and it helps to build long-term relationships and trust in government. Council must show that it can manage/control expenditure and pursue revenue opportunities that provide overall maximised benefit/return to the community and result in a balanced financial situation over the long term. Council can measure progress towards this goal through developing and reviewing long term financial plans and annual budgets and reporting back to the community throughout the financial year on progress against the budget.

| Risk | Likelihood | Consequence | Rating | Mitigation action |
|------------|------------|-------------|--------|--|
| Compliance | Possible | Minor | Low | Lodgement of reporting by due date(s) |
| Financial | Possible | Minor | Low | Regular monitoring, reporting, and audit by VAGO |
| Reputation | Possible | Minor | Low | Transparency on reporting |

10. CONCLUSION

This report recommends that the Mayor, Cr Rob Amos, and a Councillor, who is a current member of the Council's Audit and Risk Committee, sign the financial statements and performance statement following final review and acceptance from VAGO.



CONSOLIDATED FINANCIAL REPORT for the year ended 30 June 2024



Consolidated Financial Report for the year ended 30 June 2024

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2023/2024 Financial Report

Consolidated Financial Report for the year ended 30 June 2024

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2023/2024 Financial Report

Consolidated Financial Report for the year ended 30 June 2024

Certification of the Financial Statements

In my opinion, the accompanying consolidated financial statements have been prepared in accordance with the *Local Government Act 2020*, the *Local Government (Planning and Reporting) Regulations 2020*, the Australian Accounting Standards and other mandatory professional reporting requirements.

Kristopher Kershaw Principal Accounting Officer Dated: 16 September 2024 2 Heygarth Street, Echuca

In our opinion, the accompanying consolidated financial statements present fairly the financial transactions of Campaspe Shire Council and its controlled entity for the year ended 30 June 2024 and the financial position of the Council as at that date.

At the date of signing, we are not aware of any circumstances which would render any particulars in the consolidated financial statements to be misleading or inaccurate.

We have been authorised by the Council and by the Local Government (Planning and Reporting) Regulations 2020 to certify the consolidated financial statements in their final form.

Cr Rob Amos Mayor Dated: 16 September 2024 2 Heygarth Street, Echuca Cr Councillor Dated: 16 September 2024 2 Heygarth Street, Echuca

Michael Sharp Acting Chief Executive Officer Dated: 16 September 2024 2 Heygarth Street, Echuca

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2023/2024 Financial Report

Consolidated Financial Report for the year ended 30 June 2024

Victorian Auditor-General's Office Report

Insert VAGO Report here



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2023/2024 Financial Report

Consolidated Financial Report for the year ended 30 June 2024

Victorian Auditor-General's Office Report

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2023/2024 Financial Report

Consolidated Comprehensive Income Statement

for the year ended 30 June 2024

| | | 2024 | 2023 |
|--|-----------|---------|---------|
| | Note | \$ '000 | \$ '000 |
| Income / Revenue | | | |
| Rates and charges | 3.1 | 49,325 | 46,303 |
| Statutory fees and fines | 3.2 | 1,764 | 1,786 |
| User fees | 3.3 | 17,097 | 15,660 |
| Grants - operating | 3.4 | 5,596 | 31,706 |
| Grants - capital | 3.4 | 9,371 | 6,366 |
| Contributions - monetary | 3.5 | 926 | 210 |
| Contributions - non monetary | 3.5 | 5,768 | 1,908 |
| Other income | 3.7 | 6,295 | 4,226 |
| Total income / revenue | | 96,142 | 108,165 |
| Expenses | | | |
| Employee costs | 4.1 | 35,459 | 30,215 |
| Materials and services | 4.2 | 32,757 | 37,512 |
| Depreciation | 4.3 | 24,039 | 22,182 |
| Depreciation - Right of use assets | 4.4 | 165 | 216 |
| Allowance for impairment losses | 4.5 | 71 | 125 |
| Borrowing costs | 4.6 | 134 | 167 |
| Finance Costs - Leases | 4.7 | 8 | 9 |
| Net loss on disposal of property, infrastructure, plant and equipment | 3.6 | 7,347 | 8,562 |
| Other expenses | 4.8 | 5,758 | 5,116 |
| Impairment | | _ | 1,057 |
| Total expenses | | 105,738 | 105,161 |
| Surplus/(deficit) for the year | | (9,596) | 3,004 |
| | | | |
| Other comprehensive income: | | | |
| Items that will not be reclassified to surplus or deficit in future period | | | |
| Net asset revaluation gain/(loss) | 9.1 | 38,638 | 29,410 |
| Total items which will not be reclassified subsequently to the operating | ng result | 38,638 | 29,410 |
| Total other comprehensive income | | 38,638 | 29,410 |
| Total comprehensive result | | 29,042 | 32,414 |
| - | | | |

The above consolidated comprehensive income statement should be read in conjunction with the accompanying notes.

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2023/2024 Financial Report

Consolidated Balance Sheet

as at 30 June 2024

| | | 2024 | 2023 |
|---|------|---------|---------|
| | Note | \$ '000 | \$ '000 |
| Assets | | | |
| Current assets | | | |
| Cash and cash equivalents | 5.1 | 17,191 | 6,628 |
| Trade and other receivables | 5.1 | 6,934 | 4,821 |
| Other financial assets | 5.1 | 63,500 | 88,000 |
| Inventories | 5.2 | 2,167 | 727 |
| Other assets | 5.2 | 5,673 | 3,068 |
| Total current assets | | 95,465 | 103,244 |
| Non-current assets | | | |
| Trade and other receivables | 5.1 | 16 | 16 |
| Other financial assets | 5.1 | 5,000 | 14,000 |
| Property, infrastructure, plant and equipment | 6.1 | 836,790 | 790,397 |
| Intangible assets | 5.2 | 4,261 | 4,261 |
| Right-of-use assets | 5.8 | 204 | 225 |
| Total non-current assets | | 846,271 | 808,899 |
| Total assets | | 941,736 | 912,143 |
| Liabilities | | | |
| Current liabilities | | | |
| Trade and other payables | 5.3 | 10,342 | 6,230 |
| Trust funds and deposits | 5.3 | 1,929 | 1,543 |
| Contract and other liabilities | 5.3 | 4,442 | 6,897 |
| Provisions | 5.5 | 6,005 | 6,206 |
| nterest-bearing liabilities | 5.4 | 1,660 | 1,602 |
| Lease liabilities | 5.8 | 108 | 112 |
| Total current liabilities | | 24,486 | 22,590 |
| Non-current liabilities | | | |
| Trust funds and deposits | 5.3 | 18 | 18 |
| Provisions | 5.5 | 1,427 | 1,095 |
| Interest-bearing liabilities | 5.4 | 2,331 | 3,991 |
| Lease liabilities | 5.8 | 104 | 121 |
| Total non-current liabilities | | 3,880 | 5,225 |
| Total liabilities | | 28,366 | 27,815 |
| Net assets | | 913,370 | 884,328 |
| Equity | | | |
| Accumulated surplus | | 279,822 | 297,655 |
| Reserves | 9.1 | 633,548 | 586,673 |
| Total Equity | | 913,370 | 884,328 |
| i otal Equity | | 310,010 | 004,020 |

The above consolidated balance sheet should be read in conjunction with the accompanying notes.

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2023/2024 Financial Report

Consolidated Statement of Changes in Equity

for the year ended 30 June 2024

| | Note | Total \$ '000 | Accumulated Surplus \$ '000 | Revaluation Reserves \$ '000 | Other Reserves \$ '000 |
|--|------|------------------|-----------------------------------|------------------------------------|------------------------------|
| 2024 | | | | | |
| Balance at beginning of the financial year | | 884,328 | 297,655 | 527,357 | 59,316 |
| Surplus/(deficit) for the year | _ | (9,596) | (9,596) | | _ |
| Other comprehensive income | | | | | |
| Net asset revaluation gain/(loss) | 9.1 | 38,638 | _ | 38,638 | - |
| Other comprehensive income | - | 38,638 | | 38,638 | - |
| Total comprehensive income | - | 29,042 | (9,596) | 38,638 | _ |
| Transfers to other reserves | 9.1 | _ | (12,811) | _ | 12,811 |
| Transfers from other reserves | 9.1 | _ | 4,574 | | (4,574) |
| Balance at end of the financial year | _ | 913,370 | 279,822 | 565,995 | 67,553 |
| 2023 | | | | | |
| Balance at beginning of the financial year | | 851,914 | 324,561 | 497,947 | 29,406 |
| Surplus/(deficit) for the year | _ | 3,004 | 3,004 | | |
| Other comprehensive income | | | | | |
| Net asset revaluation gain/(loss) | 9.1 | 29,410 | - 1 | 29,410 | - |
| Other comprehensive income | | 29,410 | _ | 29,410 | _ |
| Total comprehensive income | | 32,414 | 3,004 | 29,410 | _ |
| Transfers to other reserves | 9.1 | - | (37,656) | _ | 37,656 |
| Transfers from other reserves | 9.1 | | 7,746 | | (7,746) |
| Balance at end of the financial year | | 884,328 | 297,655 | 527,357 | 59,316 |

The above consolidated statement of changes in equity should be read in conjunction with the accompanying notes.

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2023/2024 Financial Report

Consolidated Statement of Cash Flows

for the year ended 30 June 2024

| | Note | 2024 Inflows/ (Outflows) \$ '000 | 2023 Inflows/ (Outflows) \$ '000 |
|---|------|---|---|
| Cash flows from operating activities | | | |
| Rates and charges | | 49,292 | 45,788 |
| Statutory fees and fines | | 1,778 | 1,765 |
| User fees | | 18,009 | 17,771 |
| Grants - operating | | 5,601 | 31,706 |
| Grants - capital | | 7,300 | 6,552 |
| Contributions - monetary | | 926 | 210 |
| Interest received | | 4,787 | 2,243 |
| Trust funds and deposits taken | | 13,088 | 12,234 |
| Other receipts | | (457) | (719) |
| Net GST refund/payment | | 5,885 | _ |
| Employee costs | | (35,246) | (30,202) |
| Materials and services | | (38,811) | (42,116) |
| Trust funds and deposits repaid | | (12,702) | (12,918) |
| Other payments | | (7,105) | (3,654) |
| Net cash provided by/(used in) operating activities | 9.2 | 12,345 | 28,660 |
| Cash flows from investing activities | | | |
| Payments for property, infrastructure, plant and equipment | 6.1 | (34,923) | (16,453) |
| Proceeds from sale of property, infrastructure, plant and equipment | | 1,550 | 234 |
| Payments for investments | | (57,500) | (75,500) |
| Proceeds from sale of investments | | 91,000 | 60,520 |
| Net cash provided by/(used in) investing activities | | 127 | (31,199) |
| Cash flows from financing activities | | | |
| Finance costs Proceeds from borrowings | | (134) | (167) 600 |
| Repayment of borrowings | | (1,602) | (1,527) |
| Interest paid - lease liability | | (8) | (1,021) |
| Repayment of lease liabilities | | (165) | (220) |
| Net cash flow provided by/(used in) financing activities | | (1,909) | (1,323) |
| Net Increase (decrease) in cash and cash equivalents | | 10,563 | (3,862) |
| Cash and cash equivalents at the beginning of the financial year | | 6,628 | 10,490 |
| Cash and cash equivalents at the end of the financial year | 5.1 | 17,191 | 6,628 |
| outh and bush equivalents at the chu of the infancial year | | 17,131 | 0,020 |

The above consolidated statement of cash flows should be read in conjunction with the accompanying notes.

2023/2024 Financial Report

Statement of Capital Works

for the year ended 30 June 2024

| | 2024 \$ '000 | 2023 \$ '000 |
|--|-----------------|-----------------|
| Property | | |
| Land | 150 | |
| Total land | 150 | |
| Buildings | 5,807 | 3,493 |
| Total buildings | 5,807 | 3,493 |
| Total property | 5,957 | 3,493 |
| Plant and equipment | | |
| Plant, machinery and equipment | 7,882 | 1,784 |
| Computers and telecommunications | - | 71 |
| Total plant and equipment | 7,882 | 1,855 |
| Infrastructure | | |
| Roads | 9,697 | 5,598 |
| Bridges | 432 | 823 |
| Footpaths and cycleways | 1,262 | 325 |
| Drainage | 1,922 | - |
| Recreational, leisure and community facilities | 2,259 | 2,647 |
| Waste management | 562 | 72 |
| Parks, open space and streetscapes | 210 | 100 |
| Aerodromes | 3,841 | - |
| Off street car parks Other infrastructure | 695 | 259 |
| Total infrastructure | 20,880 | 2,273 |
| | | |
| Total capital works expenditure | 34,719 | 17,445 |
| Represented by: | | |
| New asset expenditure | 727 | 701 |
| Asset renewal expenditure | 24,035 | 14,072 |
| Asset upgrade expenditure | 9,957 | 2,672 |
| Total capital works expenditure | 34,719 | 17,445 |

The above consolidated statement of capital works should be read in conjunction with the accompanying notes.

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2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 1. Overview

Introduction

Campaspe Shire Council was established by an Order of the Governor in Council on 18 November 1994 and is a body corporate.

The Council's main office is located at 2 Heygarth Street, Echuca.

Statement of compliance

These financial statements are a general purpose financial report that consists of a Consolidated Comprehensive Income Statement, Consolidated Balance Sheet, Consolidated Statement of Changes in Equity, Consolidated Statement of Cash Flows, Statement of Capital Works and Notes accompanying these financial statements. The general purpose financial report complies with Australian Accounting Standards (AAS), other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 2020, and the Local Government (Planning and Reporting) Regulations 2020.

The Council is a not-for-profit entity and therefore applies the additional AUS paragraphs applicable to a not-for-profit entity under the Australian Accounting Standards.

Accounting policy information

1.1 Basis of accounting

Accounting policies are selected and applied in a manner which ensures that the resulting financial information satisfies the concepts of relevance and reliability, thereby ensuring that the substance of the underlying transactions or other events is reported. Accounting policies applied are disclosed in sections where the related balance or financial statement matter is disclosed.

The accrual basis of accounting has been used in the preparation of these financial statements, except for the cash flow information, whereby assets, liabilities, equity, income and expenses are recognised in the reporting period to which they relate, regardless of when cash is received or paid.

The financial statements are based on the historical cost convention unless a different measurement basis is specifically disclosed in the notes to the financial statements.

Judgements, estimates and assumptions are required to be made about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and associated judgements are based on professional judgement derived from historical experience and various other factors that are believed to be reasonable under the circumstances. Actual results may differ from these estimates.

The financial statements have been prepared on a going concern basis. The financial statements are in Australian dollars. The amounts presented in the financial statements have been rounded to the nearest thousand dollars unless otherwise specified. Minor discrepancies in tables between totals and the sum of components are due to rounding.

Revisions to accounting estimates are recognised in the period in which the estimate is revised and also in future periods that are affected by the revision. Judgements and assumptions made by management in the application of AAS's that have significant effects on the financial statements and estimates relate to:

- the fair value of land, buildings, infrastructure, plant and equipment (refer to Note 6.1.)
- the determination of depreciation for buildings, infrastructure, plant and equipment (refer to Note 6.1)
- the determination of employee provisions (refer to Note 5.5.)
- the determination of landfill provisions (refer to Note 5.5.)
- the determination of whether performance obligations are sufficiently specific so as to determine whether an arrangement is within the scope of AASB 15 Revenue from Contracts with Customers or AASB 1058 Income of Notfor-Profit Entities (refer to Note 3)
- the determination, in accordance with AASB 16 Leases, of the lease term, the estimation of the discount rate when not implicit in the lease and whether an arrangement is in substance short-term or low value (refer to Note 5.8).

Unless otherwise stated, all accounting policies are consistent with those applied in the prior year. Where appropriate, comparative figures have been amended to accord with current presentation, and disclosure has been made of any material changes to comparatives.

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2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 1. Overview

Goods and Services Tax (GST)

Income and expenses are recognised net of the amount of associated GST. Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the taxation authority is included with other receivables or payables in the balance sheet.

1.2 Impact of Covid-19

It is now determined that the initial Covid-19 outbreak over the 2020/21 and 2021/22 financial years is no longer impacting Council operations - there are no observable financial impacts on Council operations.

1.3 Impact of Flood

During October 2022, Council suffered major floods that impacted a large area of the community as well as Council operations. For the 2023/24 financial year, continued impacts are being experienced by Council and the following is noted to have significant impacts to its financial operations.

- Additional revenue Council continued to receive funds from the Victorian State and Federal Government to assist with
 the recovery effort and to repair impacted infrastructure.
- Cost increases costs have increased due to responding to the flood event. These costs relate to the initial response, recovery process and repairs to infrastructure. A large portion of this will be reimbursed from funding provided by other levels of Government. There will be components that will not be eligible for funding that will remain an additional cost to council, such as insurance excesses.
- Infrastructure impacts There was widespread impact on infrastructure assets and Council continued to undertake
 ongoing repairs to return the assets to a usable standard during the 2023/24 financial year.
- Rates and debt collection Council provided rate relief to residents that were affected by the October 2022 flood event during the 2022/23 financial year, including waiving of interest on unpaid rate balances at the time. For the 2023/24 financial year, the interest waiver has been removed and interest charged on balances outstanding from 1 July 2023 as per the Local Government Act.
- Income from Flood Recovery Funding approved by the Victorian and Federal Governments during the 2023/24 financial year is \$1.49 million, of which Council received \$0.98 million during the 2023/24 financial year, with a total of \$14.20 million allocated since the flood under the Disaster Recovery Funding Arrangements, Council Support Fund, Flood Recovery Officers Fund, Flood Recovery Hub, and the Landfill Levy.
- 2023/24 expenditure incurred on flood related activities was \$4.64 million, comprising of \$3.94 million for materials & services, \$0.56 million for employee cost, and \$0.14 million for other expenses. To date, since the flood occurred in October 2022, total expenditure on the flood is \$12.34 million. Not all costs incurred in relation to the flood will be able to be claimed against Government funds.

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2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 2. Analysis of our results

Note 2.1 Performance against budget

The performance against budget notes compare Council's financial plan, expressed through its annual budget, with actual performance. The *Local Government (Planning and Reporting) Regulations 2020* requires explanation of any material variances. Council has adopted a materiality threshold of the lower of 10 per cent or \$500,000 where further explanation is warranted. Explanations have not been provided for variations below the materiality threshold unless the variance is considered to be material because of its nature.

These notes are prepared to meet the requirements of the Local Government Act 2020 and the Local Government (Planning and Reporting) Regulations 2020.

| | Budget 2024 | Actual 2024 | Variance | Variance | |
|---|----------------|----------------|----------|-----------|-----|
| | \$ '000 | \$ '000 | \$ '000 | % | Ref |
| 2.1.1 Income / Revenue and expenditure | | | | | |
| Income / Revenue | | | | | |
| Rates and charges | 49,122 | 49,325 | 203 | 0.41% | 1 |
| Statutory fees and fines | 1,270 | 1,764 | 494 | 38.90% | 2 |
| User fees | 15,596 | 17,097 | 1,501 | 9.62% | 3 |
| Grants - operating | 16,115 | 5,596 | (10,519) | (65.27)% | 4 |
| Grants - capital | 2,623 | 9,371 | 6,748 | 257.26% | 5 |
| Contributions - monetary | | 926 | 926 | _ | 6 |
| Contributions - non monetary | | 5,768 | 5,768 | _ | 7 |
| Net gain on disposal of property, infrastructure, plant and equipment | 110 | | (110) | (100.00)% | 0 |
| Other income | 2,423 | 6,295 | 3,872 | 159.80% | 8 |
| Total income / revenue | 87,259 | 96,142 | 8,883 | 10.18% | 9 |
| Total income / levenue | 07,259 | 90,142 | 0,003 | 10.1070 | |
| Expenses | | | | | |
| Employee costs | 34,600 | 35,459 | (859) | (2.48)% | 10 |
| Materials and services | 27,403 | 32,757 | (5,354) | (19.54)% | 11 |
| Depreciation | 23,214 | 24,039 | (825) | (3.55)% | 12 |
| Depreciation - right of use assets | 78 | 165 | (87) | (111.54)% | 13 |
| Allowance for impairment losses | - | 71 | (71) | - | 14 |
| Borrowing costs | 133 | 134 | (1) | (0.75)% | 15 |
| Finance costs - leases | 16 | 8 | 8 | 50.00% | 16 |
| Net loss on disposal of property, | | | | | |
| infrastructure, plant and equipment | - | 7,347 | (7,347) | - | 17 |
| Other expenses | 6,743 | 5,758 | 985 | 14.61% | 18 |
| Impairment | | | | _ | |
| Total expenses | 92,187 | 105,738 | (13,551) | (14.70)% | |
| Surplus/(deficit) for the year | (4,928) | (9,596) | (4,668) | 94.72% | |

2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 2.1 Performance against budget

(i) Explanation of material variations

Variance Explanation

Ref

- 1. Rates and charges Only minor variance to budget. The result of supplementary rates and waste charges pro-rata during the year.
- Statutory fees and fines The variance is due to animal registrations being incorrectly classified in the budget as user fees. Budgeted statutory fees and fines should have been \$1.73 million, resulting in an overall variance of only \$32,000.
- 3. User fees The variance is due to animal registrations being incorrectly classified in the budget as user fees. Budgeted user fees should have been \$14.90 million, resulting in an overall favourable variance of \$2.20 million. This variance is mainly the result of additional quarry rock sales of \$0.68 million as well as the Campaspe Port Enterprise ticket sales of \$1.16 million being offset by a reduction in child care fees of \$0.34 million and other minor variances in other revenue items.
- 4. Grants operating Council had budgeted to receive the financial assistance grant as an advancement payment in June 2024. This did not occur and resulted in a variation of \$13.86 million. This variance has been offset by additional grant funding received or brought in from contract liabilities (and not budgeted for) of \$2.30 million flood disaster funding, \$0.48 million for flood recovery hub, \$0.28 million for protection of biodiversity, additional \$0.15 million for maternal child health and \$0.13 million for emergency management.
- 5. Grants capital Council, at the time of setting the budget, can only estimate based on known capital funding streams at the time. Council received and expended further capital grants for a total of \$6.75 million, including \$4.72 million for local roads and community infrastructure works programs, \$0.94 million for Echuca aerodrome upgrade, \$0.54 million for the Campaspe Shire flood review and mitigation project, \$0.45 million for Victoria boat ramp works, and \$0.30 million for Waranga rail trail.
- 6. Contributions monetary Monetary contributions from developers for public open space and carparking, as per planning conditions, are not budgeted due to the uncertainty around these items.
- 7. Contributions non monetary On completion of subdivisions by developers, the infrastructure assets are transferred to Council control and recognised in our asset register. These assets comprise roads, footpaths, kerb and channel, drainage and parks and open spaces. It is difficult to predict when these transfers will occur and therefore are not considered when setting the budget.
- 8. Gain on sale of assets The budget only considers the sale of industrial land. All sales, disposals and write offs are combined and the net effect is accounted for in expenses against the net loss on disposal of property, infrastructure, plant and equipment line.
- 9. Other income Interest rates and the funds available for investment is budgeted conservatively. The amount of funds available to invest and the interest rates being paid by financial institutions has been greater than budgeted, resulting in greater than budget interest income of \$2.76 million. Other favourable variances to the budget include \$0.70 million for additional property rents/ lease revenue and 0.14 million for other incidential income.
- 10. Employee costs Employee costs have been greater than budgeted due to the Campaspe Port Enterprise (CPE) employee costs, as well as additional \$0.56 million in flood recovery employee costs that was not included in the original budget. CPE was created as a separate entity during the 2022/23 financial year, but is required to be reported as part of Council's consolidated financial statements. Employee costs for CPE were \$1.79 million for the 2023/24 financial year, meaning that when excluding CPE, Council has savings to its employee costs budget of \$0.9 million (budget of \$34.6 million and actual expense of \$33.7 million).
- 11. Materials and services An overall unfavourable variance of \$5.25 million includes \$3.94 million for flood/ natural disaster (unbudgeted), utilising consultants/ contractors to fill vacant roles for a total of \$1.57 million in areas including human resources, engineering, building and planning services (utilising the \$0.90 million in Council employee costs mentioned above in 10). Other unfavourable variations include additional repair expense for Council infrastructure of \$0.64 million, additional IT systems and cyber security of \$0.41 million, and waste services for kerbside collection and recycling of \$0.35 million.
- 12 Depreciation The variance is due to new assets coming online and starting to be depreciated, the timing

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Notes to the Financial Statements for the year ended 30 June 2024

Note 2.1 Performance against budget

of this was uncertain when the budget was set and the full effect was not budgeted for. Also, the impact of revaluation of infrastructure assets at the end of the 2022/23 year leads to increasing the value of assets which in turn increases the depreciation expense booked during the 2023/24 financial year.

- 13 Depreciation right of use assets The variance is due to new equipment being leased. It is more beneficial to lease than buy these items. These costs were not known when the budget was set.
- 14 Allowance for impairment losses Relates to bad and doubtful debts. Each financial year, Council assesses accounts receivable balances to ascertain if any debts should be considered as potentially unrecoverable.
- 15 Borrowing costs On budget.

- 16 Finance costs leases The budget variance is due to fewer new equipment being leased than originally forecasted. Council continues to lease computer equipment, but is changing to buying vehicles outright rather than leasing them.
- 17 Net loss on disposal of property, infrastructure, plant and equipment The result of Council renewing assets and disposing of the remaining asset carrying value. The \$7.35 million unfavourable variation includes decommissioning of roads \$3.50 million, buildings \$2.46 million, disposal of land \$1.07 million, and information technology assets \$1.06 million. Council made a gain on sale of plant and equipment of \$0.74 million.
- 18 Other expenses The unfavourable variance is partly the result of equipment hire for the quarry exceeding budget by \$0.62 million.

Notes to the Financial Statements for the year ended 30 June 2024

Note 2.1 Performance against budget

| | Budget 2024 | Actual 2024 | Variance | Variance | |
|-------------------------------------|----------------|----------------|----------|-----------|-----|
| | \$ '000 | \$ '000 | \$ '000 | % | Ref |
| 2.1.2 Capital works | | | | | |
| Property | | | | | |
| Land | | 150 | 150 | | 1 |
| Total land | | 150 | 150 | | |
| Buildings | 4,307 | 5,807 | 1,500 | 34.83% | 2 |
| Total buildings | 4,307 | 5,807 | 1,500 | 34.83% | |
| Total property | 4,307 | 5,957 | 1,650 | 38.31% | |
| Plant and equipment | | | | | |
| Plant, machinery and equipment | 6,566 | 7,882 | 1,316 | 20.04% | 3 |
| Computers and telecommunications | 50 | - | (50) | (100.00)% | 4 |
| Total plant and equipment | 6,616 | 7,882 | 1,266 | 19.14% | |
| Infrastructure | | | | | |
| Roads | 6,691 | 9,697 | 3,006 | 44.93% | 5 |
| Bridges | 859 | 432 | (427) | (49.71)% | 6 |
| Footpaths and cycleways | 1,659 | 1,262 | (397) | (23.93)% | 7 |
| Drainage | 1,928 | 1,922 | (6) | (0.31)% | 8 |
| Recreational, leisure and community | | | | | |
| facilities | 1,044 | 2,259 | 1,215 | 116.38% | 9 |
| Waste management | 901 | 562 | (339) | (37.62)% | 10 |
| Parks, open space and streetscapes | 200 | 210 | 10 | 5.00% | 11 |
| Aerodromes | 3,177 | 3,841 | 664 | 20.90% | 12 |
| Other infrastructure | | 695 | 695 | | 13 |
| Total infrastructure | 16,459 | 20,880 | 4,421 | 26.86% | |
| Total capital works expenditure | 27,382 | 34,719 | 7,337 | 26.79% | |
| Represented by: | | | | | |
| New asset expenditure | 5,316 | 727 | (4,589) | (86.32)% | |
| Asset renewal expenditure | 16,148 | 24,035 | 7,887 | 48.84% | |
| Asset upgrade expenditure | 5,918 | 9,957 | 4,039 | 68.25% | |
| Total capital works expenditure | 27,382 | 34,719 | 7,337 | 26.79% | |

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2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 2.1 Performance against budget

(i) Explanation of material variations

Variance Explanation Ref

- 1. Land Council purchased land in Albion Street Kyabram.
- 2. Buildings Capital expenditure deferred in the 2022/23 fianncial year due to the impact of the flood was expended in the 2023/24 financial year (not reflected in original budget).
- 3. Plant, machinery and equipment Plant equipment that was budgeted in 2022/23 financial year was expended in the 2023/24 financial year (not reflected in original budget).
- 4. Computers and telecommunications Capital purchases were via leasing arrangements rather than direct outright purchase.
- 5. Roads Capital expenditure deferred in the 2022/23 fianncial year due to the impact of the flood was expended in the 2023/24 financial year (not reflected in original budget).
- Bridges Thompson Bridge (budgeted in 2023/24 financial year) delayed due to community consultation and negotiation with Gannawarra Shire Council (boundary bridge). Works rescheduled in 10 Year Plan. Some delays to Boat Ramp due to approvals/high river.
- 7. Footpaths and cycleways Carryover of 2022/23 budgeted works resulted in delays in delivery of the 2023/24 program. Missing link and Waranga Rail Trail project delays (both carried over to 2024/25 year).
- 8. Drainage On budget.
- 9. Recreational, leisure and community facilities Carry over of Lockington Netball courts and Kyabram Northern Oval amenities from 2023/24.
- 10. Waste management Delays to Resource Recovery Ramp Upgrades (carried over to 24/25).
- 11 Parks, open space and streetscapes Expenditure was nearly on budget. Was for irrigation and playground works.
- 12 Aerodromes Continuation of the works at Echuca aerodrome. Variation is the result of 2022/23 carryover works being completed in the 2023/24 financial year. The aerodrome was a two year project, which saw more work completed in 2023/24 financial year than anticipated.
- 13 Other infrastructure All other expenditure that did not fit an asset grouping above. Includes wharf, fencing, and car parking facilities.

2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 2.2 Analysis of Council results by program

2.2.1 Analysis of Council results by program

Council delivers its functions and activities through the following pillars as defined in the Council Plan 2021-2025. These pillars guide the delivery of services.

Flourishing local economy

Campaspe's economic drivers are numerous: agriculture, food production, manufacturing, health care and tourism. Many factors within Council's control contribute directly to these and others, such as roads and land allocation, and many areas we indirectly support are also important, such as freight links and education. Our aim over this term is to re-establish a sound basis for investment in Campaspe and, to do this, we will build a program of advocacy that helps attract funding for local infrastructure, boosts vocational education, employs our people, especially younger people, and supports all major sectors of our economy.

Well planned places

Council has significant responsibilities to make Campaspe a great place, and these are focused on ensuring we have the land we need for the future, and that we're well connected, within and outside the Shire. This means that Council, over this term, will invigorate and progress development of significant sites, such as the Bridge to Bridge locality, and identify future such sites. In addition, we will pay attention to ensuring we've got enough land available for living, working and industry. And, we'll focus on the underlying infrastructure like drains and stormwater, and the aboveground open spaces that our communities rely upon. All whilst protecting our natural environment for future generations and planning with the changing climate in mind. Roads are a vital part of our Shire, and 50% of our budget will continue to be spent on them. But, increasingly, we rely on digital communications also, so our advocacy efforts will be redoubled here.

Resilient protected and healthy natural environment

Council has several responsibilities to ensure a resilient natural environment now, and for future generations especially in light of changing climate. Chief amongst these is to lead — and deliver — an environmentally and economically sustainable waste service. Our aim is to ultimately become a circular economy, so it's important that we work with our communities to use less that ultimately becomes landfill. In addition, we will look carefully at our own practices, especially in water and energy use, and find ways to create less negative impact. We will continue to play an integral role in managing native vegetation and pest plants on roadsides and supporting the goal of 'no net loss to biodiversity as a result of the removal, destruction or lopping of native vegetation'. We will support farmers and landowners care for their land, to enable agricultural productivity into the future. Finally, we will act as steward for the land we manage, and as partners and advocates with other land managers so that we and future generations can have the best use and enjoyment of our Campaspe environment.

Growing quality of life

Strong economies, resilient natural environments, and great places don't automatically lead to a higher quality of life. But we will ensure that communities have a voice in how Council spends its limited budgets in each community's interests, in a fair way. We will review services and make prudent decisions about improving those the community wants the most and divest ourselves of some that others can perform just as well or better than we can. Finally, we will work with our numerous Communities of Priority to ensure that Campaspe is a place that welcomes, and provides opportunities, for all.

Organisational support

Council has several internal, enabling services which provide responsible management to the broader organisation and the community. These services ensure that the organisation has the necessary tools to perform and enhance effectiveness and efficiency.

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Notes to the Financial Statements for the year ended 30 June 2024

Note 2.2 Analysis of Council results by program

2.2.2 Summary of income / revenue, expenses, assets and capital expenses by program

| | Income / Revenue | Expenses | Surplus / (Deficit) | Grants included in income / revenue | Total assets |
|---|---------------------|----------|------------------------|--|-----------------|
| Functions/activities | \$ '000 | \$ '000 | \$ '000 | \$ '000 | \$ '000 |
| 2024 | | | | | |
| Flourishing local economy | 15,759 | 9,845 | 5,914 | 1,149 | 46,670 |
| Well planned places | 44,501 | 55,137 | (10,636) | 11,196 | 718,450 |
| Resilient protected and healthy natural | | | | | |
| environment | 11,810 | 9,050 | 2,760 | 263 | 13,261 |
| Growing quality of life | 14,402 | 15,720 | (1,318) | 1,646 | 70,580 |
| Organisational support | 9,670 | 15,986 | (6,316) | 713 | 92,775 |
| Total functions and activities | 96,142 | 105,738 | (9,596) | 14,967 | 941,736 |
| 2023 | | | | | |
| Flourishing local economy | 15,144 | 11,154 | 3,990 | _ | 57,199 |
| Well planned places | 54,810 | 58,509 | (3,699) | 17,316 | 692,695 |
| Resilient protected and healthy natural | | | | | |
| environment | 12,351 | 8,343 | 4,008 | 262 | 14,548 |
| Growing quality of life | 14,529 | 12,758 | 1,771 | 2,239 | 65,315 |
| Organisational support | 11,331 | 14,397 | (3,066) | 18,255 | 82,386 |
| Total functions and activities | 108,165 | 105,161 | 3,004 | 38,072 | 912,143 |
| | | | | | |

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Notes to the Financial Statements for the year ended 30 June 2024

Note 3. Funding for the delivery of our services

| 2024 | 2023 |
|---------|---------|
| \$ '000 | \$ '000 |
| | |

3.1 Rates and charges

Council uses capital improved values as the basis of valuation of all properties within the municipal district. The capital improved value of a property is its equivalent to market price at the prescribed date of valuation.

The valuation base used to calculate general rates for 2023/24 was \$13,237,099 million (2022/23 was \$11,128,495 million).

| Interest on rates and charges | 142 | _ |
|--|--------|--------|
| Residential | 22,704 | 21,183 |
| Commercial | 3,869 | 3,515 |
| Industrial | 1,863 | 1,752 |
| Farm | 9,933 | 9,475 |
| Municipal charge | 4,152 | 3,679 |
| Waste management charge | 4,756 | 4,656 |
| Recycling and garden organics charges | 1,785 | 1,727 |
| Supplementary rates and rate adjustments | 121 | 316 |
| Total rates and charges | 49,325 | 46,303 |

The date of the general revaluation of land for rating purposes, relevant to the reporting period, within the municipal district was 1 January 2023 by the Victorian Valuer General, and the valuation was first applied in the rating year commencing 1 July 2023.

Annual rates and charges are recognised as revenues when Council issues annual rates notices. Supplementary rates are recognised when a valuation and reassessment is completed and a supplementary rates notice issued.

3.2 Statutory fees and fines

| Infringements and costs | 461 | 394 |
|--------------------------------|-------|-------|
| Town planning fees | 659 | 756 |
| Land information certificates | 113 | 91 |
| Animal registrations | 531 | 545 |
| Total statutory fees and fines | 1,764 | 1,786 |

Statutory fees and fines (including parking fees and fines) are recognised as income when the service has been provided, the payment is received, or when the penalty has been applied, whichever first occurs.

Notes to the Financial Statements for the year ended 30 June 2024

Note 3. Funding for the delivery of our services

| | 2024 | 2023 |
|--|---------|---------|
| | \$ '000 | \$ '000 |
| 3.3 User fees | | |
| Caravan park fees | 3,654 | 2,987 |
| Child care/children's programs | 2,794 | 2,542 |
| Leisure centre and recreation | 1,300 | 1,150 |
| Livestock selling centre | 651 | 561 |
| Tourism | 1,312 | 854 |
| Other fees and charges | 1,813 | 1,728 |
| Parking | 1,091 | 996 |
| Quarry sales | 3,721 | 3,924 |
| Sale of materials | 761 | 918 |
| Total user fees | 17,097 | 15,660 |
| User fees by timing of revenue recognition | | |
| User fees recognised at a point in time | 17,097 | 15,660 |
| Total user fees | 17,097 | 15,660 |

User fees are recognised as revenue at a point in time, or over time, when (or as) the performance obligation is satisfied. Recognition is based on the underlying contractual terms.

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Notes to the Financial Statements for the year ended 30 June 2024

Note 3. Funding for the delivery of our services

| | 2024 \$ '000 | 2023 \$ '000 |
|---|-----------------|-----------------|
| 3.4 Funding from other levels of government | | |
| Grants were received in respect of the following: | | |
| Summary of grants | | |
| Commonwealth funded grants | 9,259 | 23,254 |
| State funded grants | 5,708 | 14,818 |
| Total grants received | 14,967 | 38,072 |
| (a) Operating Grants | | |
| Recurrent - Commonwealth Government | | |
| Environmental Health | 5 | 4 |
| Family and Children | | 2 |
| Financial Assistance Grants - General purpose | 426 | 11,958 |
| Financial Assistance Grants - Local roads | 227 | 6,206 |
| Recurrent - State Government | | 0 |
| Community Programs Environmental Health | 2 47 | 2 140 |
| Family and Children | 1,011 | 929 |
| Libraries | 313 | 929 313 |
| School crossing supervisors | 129 | 126 |
| Total recurrent operating grants | 2,160 | 19,680 |
| Total recurrent operating grants | 2,100 | 10,000 |
| Non-recurrent - Commonwealth Government | | |
| Community Programs | - | 16 |
| Family and Children | 110 | 78 |
| Non-recurrent - State Government | | |
| Community Programs | 156 | 203 |
| Disaster Relief | 2,853 | 11,483 |
| Economic Development | 75 | 37 |
| Emergency services | 60 | - |
| Enviromental Health | 60 | 158 |
| Family and children | 1 | 42 |
| Libraries | 9 | 33 |
| Planning Waste Management | 10 102 | (24) |
| Waste Management | | (24) |
| Total non-recurrent operating grants | 3,436 | 12,026 |
| Total operating grants | 5,596 | 31,706 |
| | | |

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Notes to the Financial Statements for the year ended 30 June 2024

Note 3. Funding for the delivery of our services

| | 2024 | 2023 |
|---|---------|---------|
| | \$ '000 | \$ '000 |
| (b) Capital Grants | | |
| Recurrent - Commonwealth Government | | |
| Roads to recovery | 2,578 | 2,653 |
| Total recurrent capital grants | 2,578 | 2,653 |
| Non-recurrent - Commonwealth Government | | |
| Aerodrome | 940 | - |
| Local Road and Community Infrastructure | 4,721 | 2,337 |
| Recreation | 252 | - |
| Non-recurrent - State Government | | |
| Buildings | 308 | 571 |
| Economic Development | 175 | 485 |
| Recreation | 373 | 43 |
| Roads | - | 76 |
| Waste Management | 24 | 201 |
| Total non-recurrent capital grants | 6,793 | 3,713 |
| Total capital grants | 9,371 | 6,366 |

(c) Recognition of grant income

Before recognising funding from government grants as revenue the Council assesses whether there is a contract that is enforceable and has sufficiently specific performance obligations in accordance with AASB 15 Revenue from Contracts with Customers. When both these conditions are satisfied, the Council:

- identifies each performance obligation relating to revenue under the contract/agreement

- determines the transaction price

- recognises a contract liability for its obligations under the agreement

- recognises revenue as it satisfies its performance obligations, at the point in time or over time when services are rendered.

Where the contract is not enforceable and/or does not have sufficiently specific performance obligations, the Council applies AASB 1058 Income for Not-for-Profit Entities.

Grant revenue with sufficiently specific performance obligations is recognised over time as the performance obligations specified in the underlying agreement are met. Where performance obligations are not sufficiently specific, grants are recognised on the earlier of receipt or when an unconditional right to receipt has been established. Grants relating to capital projects are generally recognised progressively as the capital project is completed. The following table provides a summary of the accounting framework under which grants are recognised.

Income recognised under AASB 1058 Income of Not-for-Profit Entities

| General purpose | 5,596 | 31,706 |
|---|--------|--------|
| Specific purpose grants to acquire non-financial assets | 9,371 | 6,366 |
| | 14,967 | 38,072 |

Notes to the Financial Statements for the year ended 30 June 2024

Note 3. Funding for the delivery of our services

| | 2024 \$ '000 | 2023 \$ '000 |
|---|-----------------|-----------------|
| (d) Unspent grants received on condition that they be spent in a specific manner: | | |
| Operating | | |
| Balance at start of year | 2,201 | 43 |
| Received during the financial year and remained unspent at balance date | 227 | 2,196 |
| Received in prior years and spent during the financial year | (1,873) | (38) |
| Balance at year end | 555 | 2,201 |
| Capital | | |
| Balance at start of year | 3,534 | 5,548 |
| Received during the financial year and remained unspent at balance date | 797 | 1,000 |
| Received in prior years and spent during the financial year | (1,305) | (3,014) |
| Balance at year end | 3,026 | 3,534 |
| Unspent grants are determined and disclosed on a cash basis. | | |
| 3.5 Contributions | | |
| Monetary contributions | | |
| Monetary | 926 | 210 |
| Total monetary contributions | 926 | 210 |
| Non-monetary contributions | | |
| Non-monetary | 5,768 | 1,908 |
| Total non-monetary contributions | 5,768 | 1,908 |
| Total contributions | 6,694 | 2,118 |
| Contributions of non monetary assets were received in relation to the following asset | classes | |

Contributions of non monetary assets were received in relation to the following asset classes.

| Land | 105 | 169 |
|----------------------------------|-------|-------|
| Infrastructure | 5,647 | 1,739 |
| Other | 16 | _ |
| Total non-monetary contributions | 5,768 | 1,908 |

Monetary and non monetary contributions are recognised as income at their fair value when Council obtains control over the contributed asset.

Notes to the Financial Statements for the year ended 30 June 2024

Note 3. Funding for the delivery of our services

| | 2024 \$ '000 | 2023 \$ '000 |
|--|-----------------|-----------------|
| 3.6 Net gain/(loss) on disposal of property, infrastructure, plant and equipment | | |
| Property, infrastructure, plant and equipment | | |
| Proceeds of sale | 1,550 | 234 |
| Written down value of assets disposed | (8,897) | (8,796) |
| Total net gain/(loss) on disposal of property, infrastructure, plant and equipment | (7,347) | (8,562) |
| Total net gain/(loss) on disposal of property, infrastructure, plant and equipment | (7,347) | (8,562) |
| The profit or loss on sale of an asset is determined when control of the asset has passed to | the buyer. | |
| 3.7 Other income | | |
| Interest | 4,787 | 2,243 |
| Investment property rental | 1,095 | 868 |
| Other | 128 | 26 |
| Reimbursements | 285 | 1,089 |
| Total other income | 6,295 | 4,226 |
| Interest is recognised as it is earned. | | |

Other income is measured at the fair value of the consideration received or receivable and is recognised when Council gains control over the right to receive the income.

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Notes to the Financial Statements for the year ended 30 June 2024

Note 4. The cost of delivering services

| | 2024 \$ '000 | 2023 \$ '000 |
|--|-----------------|-----------------|
| 4.1 Employee costs | | |
| (a) Employee costs | | |
| Wages and salaries | 24,280 | 19,853 |
| Annual leave and long service leave | 2,950 | 2,880 |
| Casual staff | 2,330 | 2,488 |
| Superannuation | 3,191 | 2,880 |
| WorkCover | 480 | 347 |
| Fringe benefits tax | 186 | 155 |
| Sick leave | 909 | 945 |
| Redundancy | 1,121 | 667 |
| Other | 12 | _ |
| Total employee costs | 35,459 | 30,215 |
| | | |
| (b) Superannuation | | |
| Council made contributions to the following funds: | | |
| Defined benefit fund | 400 | 450 |
| Employer contributions to Local Authorities Superannuation Fund (Vision Super) | 138 | 150 |
| | 138 | 150 |
| Accumulation funds | | |
| Employer contributions to Local Authorities Superannuation Fund (Vision Super) | 1,712 | 1,677 |
| Employer contributions - other funds | 1,341 | 1,053 |
| | 3,053 | 2,730 |
| Employer contributions payable at reporting date | 67 | 156 |

Refer to Note 9.3. for further information relating to Council's superannuation obligations.

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Notes to the Financial Statements for the year ended 30 June 2024

Note 4. The cost of delivering services

| | 2024 | 2023 |
|--------------------------------------|---------|---------|
| | \$ '000 | \$ '000 |
| 4.2 Materials and services | | |
| Consultants | 3,567 | 1,730 |
| Contract payments | 12,904 | 19,247 |
| Contract payments - waste management | 1,644 | 2,546 |
| Information technology | 2,567 | 1,886 |
| Insurance | 1,187 | 1,038 |
| Legal services | 390 | 301 |
| Materials | 2,275 | 3,110 |
| Repair and maintenance | 3,975 | 3,200 |
| Other | 56 | 319 |
| Service level contributions | 804 | 768 |
| Utility costs | 2,173 | 2,064 |
| Vehicle costs - other | 121 | 168 |
| Vehicle fuel costs | 1,094 | 1,135 |
| Total materials and services | 32,757 | 37,512 |

Expenses are recognised as they are incurred and reported in the financial year to which they relate.

4.3 Depreciation

| Property | | |
|--|--------|--------|
| Land improvements | 46 | 17 |
| Buildings - specialised | 2,694 | 2,664 |
| Total depreciation - property | 2,740 | 2,681 |
| Plant and equipment | | |
| Heritage plant and equipment | 37 | 37 |
| Plant machinery and equipment | 2,336 | 1,790 |
| Fixtures fittings and furniture | 8 | 8 |
| Computers and telecomms | 906 | 909 |
| Total depreciation - plant and equipment | 3,287 | 2,744 |
| Infrastructure | | |
| Roads | 14,082 | 12,907 |
| Bridges | 342 | 339 |
| Footways and cycleways | 730 | 651 |
| Drainage | 1,308 | 1,275 |
| Recreational, leisure and community | 670 | 755 |
| Parks open spaces and streetscapes | 366 | 334 |
| Other infrastructure | 514 | 496 |
| Total depreciation - infrastructure | 18,012 | 16,757 |
| Total depreciation | 24,039 | 22,182 |

Refer to note 6.2 for a more detailed breakdown of depreciation charges and accounting policy.

Notes to the Financial Statements for the year ended 30 June 2024

Note 4. The cost of delivering services

| | 2024 | 2023 |
|--|---------|---------|
| | \$ '000 | \$ '000 |
| 4.4 Depreciation - Right of use assets | | |
| Fleet and plant & equipment | 160 | 194 |
| Office equipment | 5 | 22 |
| Total Depreciation - Right of use assets | 165 | 216 |

Refer to note 5.8 for a more detailed breakdown of depreciation and amortisation charges and accounting policy.

| 4.5 Allowance for impairment losses | | |
|---|---------|---------|
| Parking fine debtors | 37 | 66 |
| Animal debtors | 30 | 59 |
| Other debtors | 4 | _ |
| Total allowance for impairment losses | 71 | 125 |
| Movement in allowance for impairment losses in respect of debtors | | |
| Balance at the beginning of the year | (1,023) | (898) |
| New allowances recognised during the year | (71) | (125) |
| Balance at end of year | (1,094) | (1,023) |

An allowance for impairment losses in respect of debtors is recognised based on an expected credit loss model. This model considers both historic and forward looking information in determining the level of impairment.

4.6 Borrowing costs

| Interest - Borrowings | 134 | 167 |
|-----------------------|-----|-----|
| Total borrowing costs | 134 | 167 |

Borrowing costs are recognised as an expense in the period in which they are incurred, except where they are capitalised as part of a qualifying asset constructed by Council.

4.7 Finance Costs - Leases

| Interest - Lease Liabilities | 8 | 9 |
|------------------------------|---|---|
| Total finance costs | 8 | 9 |

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2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 4. The cost of delivering services

| | 2024 \$ '000 | 2023 \$ '000 |
|--|-----------------|-----------------|
| 4.8 Other expenses | | |
| Advertising | 232 | 423 |
| Auditors' remuneration - VAGO - audit of the financial statements, performance | | |
| statement and grant acquittals | 143 | 79 |
| Auditors' remuneration - Internal Audit | 55 | 86 |
| Bank fees | 151 | 179 |
| Commission | 1,468 | 1,294 |
| Contributions and Community Grants | 468 | 478 |
| Councillor - other expenses | 8 | 18 |
| Councillors' allowances | 375 | 363 |
| Councillor election costs | 6 | - |
| Equipment hire | 701 | 672 |
| Fire service levy | 104 | 97 |
| Food purchases | 148 | 107 |
| Licence fees | 16 | 24 |
| Marketing | 318 | 106 |
| Membership to associations | 351 | 281 |
| Operating lease rentals | 325 | 269 |
| Postage and stationery | 341 | 255 |
| Property rent | 217 | 63 |
| Protective clothing | 106 | 97 |
| Quarry Royalties | 39 | 32 |
| Veterinary costs | 186 | 193 |
| Total other expenses | 5,758 | 5,116 |
| | | |
| | | |

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Notes to the Financial Statements for the year ended 30 June 2024

Note 5. Investing in and financing our operations

| | 2024 \$ '000 | 2023 \$ '000 |
|--|-----------------|-----------------|
| 5.1 Financial assets | | |
| (a) Cash and cash equivalents | | |
| Current | | |
| Cash on hand | 7 | 7 |
| Cash at bank | 17,184 | 6,621 |
| Total current cash and cash equivalents | 17,191 | 6,628 |
| Total cash and cash equivalents | 17,191 | 6,628 |
| (b) Other financial assets | | |
| Current | | |
| Term deposits | 63,500 | 88,000 |
| Total current other financial assets | 63,500 | 88,000 |
| Non-current | | |
| Term deposits | 5,000 | 14,000 |
| Total non-current other financial assets | 5,000 | 14,000 |
| Total other financial assets | 68,500 | 102,000 |
| Total current financial assets | 80,691 | 94,628 |
| Total non-current financial assets | 5,000 | 14,000 |
| Total cash and cash equivalents and other financial assets | 85,691 | 108,628 |

Cash and cash equivalents include cash on hand, deposits at call, and other highly liquid investments with original maturities of three months or less, net of outstanding bank overdrafts.

Other financial assets are valued at fair value, at balance date. Term deposits are measured at original cost. Any unrealised gains and losses on holdings at balance date are recognised as either a revenue or expense.

Other financial assets include term deposits and those with original maturity dates of three to 12 months are classified as current, whilst term deposits with maturity dates greater than 12 months are classified as non-current.

Notes to the Financial Statements for the year ended 30 June 2024

Note 5. Investing in and financing our operations

| | 2024 | 2023 |
|--|---------|---------|
| | \$ '000 | \$ '000 |
| (c) Trade & Other Receivables | | |
| Current | | |
| Statutory receivables | | |
| Rates debtors | 2,790 | 2,680 |
| Parking infringement debtors | 1,435 | 1,415 |
| Net GST receivable | (31) | (124) |
| Non-statutory receivables | | |
| Other debtors | 3,834 | 1,873 |
| Provision for doubtful debts - parking infringements | (1,094) | (1,023) |
| Total current trade and other receivables | 6,934 | 4,821 |
| Non-Current | | |
| Statutory receivables | | |
| Special rate scheme | 16 | 16 |
| Total non-current trade and other receivables | 16 | 16 |
| Total trade and other receivables | 6,950 | 4,837 |

Short term receivables are carried at invoice amount. An allowance for expected credit losses is recognised based on past experience and other objective evidence of expected losses. Long term receivables are carried at amortised cost using the effective interest rate method.

(d) Ageing of receivables

The ageing of the Council's trade & other receivables (excluding statutory receivables) that are not impaired was:

| Current (not yet due) | 1,572 | 1,163 |
|-----------------------------------|-------|-------|
| Past due by up to 30 days | 212 | 158 |
| Past due between 31 and 180 days | 766 | 509 |
| Past due between 181 and 365 days | 16 | 16 |
| Past due by more than 1 year | 27 | 27 |
| Total trade and other receivables | 2,593 | 1,873 |

(e) Ageing of individually impaired receivables

At balance date, debtors representing financial assets with a nominal value of \$1,308,007 (2023: \$1,301,497) were impaired. The amount of the provision raised against these debtors was \$1,094,161 (2023: \$1,023,199). They individually have been impaired as a result of their doubtful collection. Many of the long outstanding past due amounts have been lodged for debt collectors or are on payment arrangements. The ageing of receivables that have been individually determined as impared at reporting date was:

| Current (not yet due) | 13 | 11 |
|-----------------------------------|-------|-------|
| Past due by up to 30 days | 16 | 37 |
| Past due between 31 and 180 days | 48 | 37 |
| Past due between 181 and 365 days | 42 | 64 |
| Past due by more than 1 year | 975 | 874 |
| Total trade and other receivables | 1,094 | 1,023 |

Notes to the Financial Statements for the year ended 30 June 2024

Note 5. Investing in and financing our operations

| \$ '000 | \$ '000 |
|---------|---------|
| 2024 | 2023 |

5.2 Non-financial assets

(a) Inventories

| Current | | |
|---------------------------|-------|-----|
| Other | 2,167 | 727 |
| Total current inventories | 2,167 | 727 |

Inventories held for distribution are measured at cost, adjusted when applicable for any loss of service potential. All other inventories are measured at the lower of cost and net realisable value. Where inventories are acquired for no cost or nominal consideration, they are measured at current replacement cost at the date of acquisition.

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(b) Other assets

| Current | |
|----------------------------------|---------|
| Prepayments 2,251 | 207 |
| Other 3,422 | 2,861 |
| Total current other assets 5,673 | 3,068 |
| (c) Intangible assets | |
| (c) intangible assets | |
| Water Rights 4,261 | 4,261 |
| Total intangible assets 4,261 | 4,261 |
| | |
| Water rights | Total |
| \$ '000 | \$ '000 |
| Gross Carrying Amount | |
| Balance at 1 July 2023 4,261 | 4,261 |
| Balance at 30 June 2024 4,261 | 4,261 |

Valuation of water rights is based upon market value by reference to the water rate charged by the relevant authority and trading prices as at 30 June 2024. A valuation assessment was undertaken as of 30 June 2024 and the current carrying value was not required to be re-assessed.

Water rights are considered to have an indefinite life and are not subject to amortisation but are tested annually for impairment.

Notes to the Financial Statements for the year ended 30 June 2024

Note 5. Investing in and financing our operations

| | 2024 \$ '000 | 2023 \$ '000 |
|---|---------------------|-----------------|
| 5.3 Payables, trust funds and deposits and contract and | l other liabilities | |
| (a) Trade and other payables | | |
| Current | | |
| Non-statutory payables | | |
| Trade payables | 7,223 | 4,939 |
| Accrued expenses Other | 3,112 7 | 1,291 |
| | 10,342 | 6,230 |
| Total current trade and other payables | 10,342 | 0,230 |
| (b) Trust funds and deposits | | |
| Current | | |
| Refundable deposits | 952 | 651 |
| Refundable contract retention deposits | 478 | 428 |
| Fire services levy | 3 | 2 |
| Caravan Park deposits | 496 | 462 |
| Total current trust funds and deposits | 1,929 | 1,543 |
| Non-current | | |
| Other refundable deposits | 18 | 18 |
| Total non-current trust funds and deposits | 18 | 18 |
| | | |
| (c) Contract and other liabilities | | |
| Contract liabilities Current | | |
| Grants received in advance: | | |
| Grants received in advance | | 5,734 |
| Total grants received in advance | 3,663 | 5,734 |
| User fees received in advance: | 770 | 4 400 |
| Prepaid Rates | 779 | 1,163 |
| Total user fees received in advance | 779 | 1,163 |
| Total current contract liabilities | 4,442 | 6,897 |
| Total current contract and other liabilities | 4,442 | 6,897 |
| | | |

Unearned income/revenue represents contract liabilities and reflect consideration received in advance from customers in respect of grants and pre-paid rates. Unearned income/revenue are derecognised and recorded as revenue when promised goods and services are transferred to the customer. Refer to Note 3.

Amounts received as deposits and retention amounts controlled by Council are recognised as trust funds until they are returned, transferred in accordance with the purpose of the receipt, or forfeited. Trust funds that are forfeited, resulting in council gaining control of the funds, are to be recognised as revenue at the time of forfeit.

Purpose and nature of items

Refundable deposits - Deposits are taken by council as a form of surety in a number of circumstances, including in relation to building works, tender deposits, contract deposits and the use of civic facilities.

Notes to the Financial Statements for the year ended 30 June 2024

Note 5. Investing in and financing our operations

Fire Services Levy - Council is the collection agent for fire services levy on behalf of the state government. Council remits amounts received on a quarterly basis. Amounts disclosed here will be remitted to the state government in line with that process.

Retention Amounts - Council has a contractual right to retain certain amounts until a contractor has met certain requirements or a related warrant or defect period has elapsed. Subject to the satisfactory completion of the contractual obligations, or the elapsing of time, these amounts will be paid to the relevant contractor in line with Council's contractual obligations.

Caravan park deposits - deposits are taken for forward accommodation bookings at the caravan park. These deposits are refundable if the accommodation booking is cancelled or converted to income when accommodation is used.

| | 2024 | 2023 |
|---|---------|---------|
| | \$ '000 | \$ '000 |
| 5.4 Interest-bearing liabilities | | |
| Current | | |
| Treasury Corporation of Victoria borrowings - secured | 962 | 933 |
| Borrowings - secured | 698 | 669 |
| Total current interest-bearing liabilities | 1,660 | 1,602 |
| Non-current | | |
| Treasury Corporation of Victoria borrowings - secured | 2,018 | 2,980 |
| Borrowings - secured | 313 | 1,011 |
| Total non-current interest-bearing liabilities | 2,331 | 3,991 |
| Total | 3,991 | 5,593 |
| Borrowings are secured by rates. | | |
| a) The maturity profile for Council's borrowings is: | | |
| Not later than one year | 1,660 | 1,602 |
| Later than one year and not later than five years | 2,331 | 3,991 |
| | 3,991 | 5,593 |

Borrowings are initially measured at fair value, being the cost of the interest bearing liabilities, net of transaction costs. The measurement basis subsequent to initial recognition depends on whether the Council has categorised its interest-bearing liabilities as either financial liabilities designated at fair value through the profit and loss, or financial liabilities at amortised cost. Any difference between the initial recognised amount and the redemption value is recognised in net result over the period of the borrowing using the effective interest method.

The classification depends on the nature and purpose of the interest bearing liabilities. The Council determines the classification of its interest bearing liabilities based on contractual repayment terms at every balance date.

2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 5. Investing in and financing our operations

| | Employee provisions \$ '000 | Landfill restoration \$ '000 | Total \$ '000 |
|--|-----------------------------------|------------------------------------|------------------|
| 5.5 Provisions | | | |
| 2024 | | | |
| Balance at the beginning of the financial year | 6,437 | 864 | 7,301 |
| Additional provisions | 2,682 | _ | 2,682 |
| Amounts used | (2,045) | (208) | (2,253) |
| Change in the discounted amount arising because of time and the | () | | () |
| effect of any change in the discount rate | (376) | 78 | (298) |
| Balance at the end of the financial year | 6,698 | 734 | 7,432 |
| Provisions | | | |
| Provisions - current | 5,922 | 83 | 6,005 |
| Provisions - non-current | 776 | 651 | 1,427 |
| Total Provisions | 6,698 | 734 | 7,432 |
| | | | |
| 2023 | | | |
| Balance at the beginning of the financial year | 6,424 | 1,317 | 7,741 |
| Additional provisions | 2,175 | _ | 2,175 |
| Amounts used | (1,830) | (525) | (2,355) |
| Change in the discounted amount arising because of time and the | | | |
| effect of any change in the discount rate | (332) | | (260) |
| Balance at the end of the financial year | 6,437 | 864 | 7,301 |
| Provisions | | | |
| Provisions - current | 6,123 | 83 | 6,206 |
| Provisions - non-current | 314 | 781 | 1,095 |
| Total Provisions | 6,437 | 864 | 7,301 |
| | | | |
| ÷ | | 2024 | 2023 |
| | | \$ '000 | \$ '000 |
| (a) Employee provisions | | | |
| Current provisions expected to be wholly settled within 12 month | s | | |
| Annual leave | | 1,808 | 1,488 |
| Long service leave | - | 382 | 438 |
| | - | 2,190 | 1,926 |
| Current provisions expected to be wholly settled after 12 months | | | |
| Annual leave | | 378 | 330 |
| Long service leave | | 3,354 | 3,867 |
| | _ | 3,732 | 4,197 |
| Total current employee provisions | _ | E 000 | 6 400 |
| Total current employee provisions | - | 5,922 | 6,123 |
| Non-Current | | | |
| Long service leave | | 776 | 314 |
| Total Non-Current Employee Provisions | - | 776 | 314 |
| | _ | | |

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Notes to the Financial Statements for the year ended 30 June 2024

Note 5. Investing in and financing our operations

| | 2024 \$ '000 | 2023 \$ '000 |
|--|-----------------|-----------------|
| | | |
| Aggregate Carrying Amount of Employee Provisions: | | |
| Current | 5,922 | 6,123 |
| Non-current | 776 | 314 |
| Total Aggregate Carrying Amount of Employee Provisions | 6,698 | 6,437 |

The calculation of employee costs and benefits includes all relevant on-costs and are calculated as follows at reporting date.

Annual leave

A liability for annual leave is recognised in the provision for employee benefits as a current liability because the Council does not have an unconditional right to defer settlement of the liability. Liabilities for annual leave are measured at:

- nominal value if the Council expects to wholly settle the liability within 12 months

- present value if the Council does not expect to wholly settle within 12 months.

Liabilities that are not expected to be wholly settled within 12 months of the reporting date are recognised in the provision for employee benefits as current liabilities, measured at the present value of the amounts expected to be paid when the liabilities are settled using the remuneration rate expected to apply at the time of settlement.

Long service leave

Liability for long service leave (LSL) is recognised in the provision for employee benefits. Unconditional LSL is disclosed as a current liability as the Council does not have an unconditional right to defer settlement. Unconditional LSL is measured at nominal value if expected to be settled within 12 months or at present value if not expected to be settled within 12 months. Conditional LSL that has been accrued, where an employee is yet to reach a qualifying term of employment, is disclosed as a non-current liability and measured at present value.

The discount rate and the wage inflation rates used are published by the Victorian State Government Department of Treasury and Finance monthly. The rates used are the June 2024, issued 1 July 2024 for the 2008 Long Service Leave Model.

| Total non-current | 651 | 781 |
|--------------------------|-------|-------|
| Non-current | 651 | 781 |
| Non-current | | |
| Total current | 83 | 83 |
| Current | 83 | 83 |
| Current | | |
| (b) Landfill restoration | | |
| - inflation rate | 4.45% | 4.35% |
| - discount rate | 4.35% | 3.63% |
| Key assumptions: | | |

The provision for landfill restoration maintenance has been calculated based on the present value of the expected cost of works to be undertaken. The expected cost of works has been estimated based on current understanding of work required to maintain and monitor the site to comply with EPA requirements. Accordingly, the estimation of the provision required is dependent on the accuracy of the forecast timing of the work, work required and related costs.

Council has no operating landfills, the landfill restoration provision relates to capped landfills previously operated by Council.

The discount rate is the Commonwealth Government 5 year bond rate published on 5 July 2024 for June 2024 and the inflation rate is March quarter all groups published by the Australian Bureau of Statistics and the Reserve Bank of Australia on 19 June 2024.

| Key assumptions: | | |
|------------------|-------|-------|
| - discount rate | 3.98% | 3.24% |
| - inflation rate | 3.60% | 7.00% |

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2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 5. Investing in and financing our operations

| 2024 | 2023 |
|---------|---------|
| \$ '000 | \$ '000 |
| | |

5.6 Financing arrangements

The Council has the following funding arrangements in place as at 30 June 2024.

| Bank overdraft | 1,200 | 1,200 |
|------------------------|-------|-------|
| Credit card facilities | 200 | 200 |
| Loans | 3,991 | 5,593 |
| Total Facilities | 5,391 | 6,993 |
| Used facilities | 4,050 | 5,634 |
| Used facilities | 4,050 | 5,634 |
| Unused facilities | 1,341 | 1,359 |
| | | |
| | | |
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2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 5. Investing in and financing our operations

5.7 Commitments

The Council has entered into the following commitments. Commitments are not recognised in the Balance Sheet. Commitments are disclosed at their nominal value and presented inclusive of the GST payable.

(a) Commitments for expenditure

| | Not later than 1 year \$ '000 | Later than 1 year and not later than 2 years \$ '000 | Later than 2 years and not later than 5 years \$ '000 | Later than 5 years \$ '000 | Total \$ '000 |
|------------------------|-------------------------------------|--|---|----------------------------------|------------------|
| 2024 | | | | | |
| Operating | | | | | |
| Garbage collection | 2,981 | 3,089 | 9,949 | 7,244 | 23,263 |
| Landfill | 1,453 | 1,505 | 4,847 | _ | 7,805 |
| Recycling and transfer | , | , | | | , |
| stations | 1,861 | 1,926 | 6,204 | 3,659 | 13,650 |
| Consultancies | 850 | | - | | 850 |
| Cleaning/maintenance | | | | | |
| contracts | 656 | 679 | | - | 1,335 |
| Roads | 96 | | | - | 96 |
| Corporate software | 152 | 157 | - | - | 309 |
| Caravan parks | 1,518 | 1,573 | 3,318 | - | 6,409 |
| Recreation | 49 | 49 | | | 98 |
| Total | 9,616 | 8,978 | 24,318 | 10,903 | 53,815 |
| Capital | | | | | |
| Tourism | 126 | | _ | _ | 126 |
| Road | 801 | _ | _ | _ | 801 |
| Plant and Fleet | 1.448 | _ | _ | _ | 1,448 |
| Infrastructure | 2,538 | _ | _ | _ | 2,538 |
| Recreation | 768 | _ | _ | _ | 768 |
| Total | 5,681 | | | _ | 5,681 |
| | | | | | |

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2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 5. Investing in and financing our operations

| | Not later than 1 year \$ '000 | Later than 1 year and not later than 2 years \$ '000 | Later than 2 years and not later than 5 years \$ '000 | Later than 5 years \$ '000 | Total \$ '000 |
|------------------------|-------------------------------------|--|---|----------------------------------|------------------|
| 2023 | | | | | |
| Operating | | | | | |
| Garbage collection | 3,029 | 3,120 | 9,932 | 10,853 | 26,934 |
| Landfill | 1,488 | 1,533 | 4,881 | 1,726 | 9,628 |
| Recycling and transfer | 1,100 | 1,000 | 1,001 | 1,120 | 0,020 |
| stations | 2,526 | 2,284 | 7,270 | 7,897 | 19,977 |
| Consultancies | 266 | 5 | _ | | 271 |
| Cleaning/maintenance | | | | | |
| contracts | 725 | 717 | - | | 1,442 |
| Corporate software | 111 | 31 | - | _ | 142 |
| Caravan parks | 367 | - | | | 367 |
| Recreation | 51 | 51 | 34 | | 136 |
| Total | 8,563 | 7,741 | 22,117 | 20,476 | 58,897 |
| Capital | | | | | |
| Tourism | 574 | | | - | 574 |
| Road | 1,571 | | | - | 1,571 |
| Plant and Fleet | 1,531 | - | - | - | 1,531 |
| Infrastructure | 1,625 | | | - | 1,625 |
| Recreation | 319 | | | - | 319 |
| Drainage | 20 | - | | - | 20 |
| Total | 5,640 | | _ | _ | 5,640 |
| | V | | | | |

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Notes to the Financial Statements

for the year ended 30 June 2024

Note 5. Investing in and financing our operations

| 2024 | 2023 |
|---------|---------|
| \$ '000 | \$ '000 |
| | |

(b) Operating lease receivables

Operating lease receivables

Council has entered into commercial property leases on its investment property. These properties held under operating leases have remaining non-cancellable lease terms of between 1 and 10 years. All leases include a CPI based revision of the rental charge annually.

| Future undiscounted minimum rentals receivable under non-cancellable operating lease | es are as foll | ows: | |
|--|----------------|------|-----|
| Not later than one year | | 407 | 197 |
| Later than one year and not later than five years | | 587 | 313 |
| | | 994 | 510 |
| | | | |

5.8 Leases

At inception of a contract, Council assesses whether a contract is, or contains, a lease. A contract is, or contains, a lease if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration. To identify whether a contract conveys the right to control the use of an identified asset, it is necessary to assess whether:

- · The contract involves the use of an identified asset;
- Council has the right to obtain substantially all of the economic benefits from use of the asset throughout the period
 of use; and
- Council has the right to direct the use of the asset.

This policy is applied to contracts entered into, or changed, on or after 1 July 2019.

As a lessee, Council recognises a right-of-use asset and a lease liability at the lease commencement date. The right-of-use asset is initially measured at cost which comprises the initial amount of the lease liability adjusted for:

- · any lease payments made at or before the commencement date less any lease incentives received; plus
- any initial direct costs incurred; and
- an estimate of costs to dismantle and remove the underlying asset or to restore the underlying asset or the site on which it is located.

The right-of-use asset is subsequently depreciated using the straight-line method from the commencement date to the earlier of the end of the useful life of the right-of-use asset or the end of the lease term. The estimated useful lives of right-of-use assets are determined on the same basis as those of property, plant and equipment. In addition, the right-of-use asset is periodically reduced by impairment losses, if any, and adjusted for certain measurements of the lease liability.

The lease liability is initially measured at the present value of the lease payments that are not paid at the commencement date, discounted using the interest rate implicit in the lease or, if that rate cannot be readily determined, an appropriate incremental borrowing rate. Generally, Council uses an appropriate incremental borrowing rate as the discount rate. Lease payments included in the measurement of the lease liability comprise the following:

- · Fixed payments;
- Variable lease payments that depend on an index or a rate, initially measured using the index or rate as at the commencement date;
- Amounts expected to be payable under a residual value guarantee; and
- The exercise price under a purchase option that Council is reasonably certain to exercise, lease payments in an optional renewal period if Council is reasonably certain to exercise an extension option, and penalties for early termination of a lease unless Council is reasonably certain not to terminate early.

When the lease liability is remeasured in this way, a corresponding adjustment is made to the carrying amount of the rightof-use asset, or is recorded in profit or loss if the carrying amount of the right-of-use asset has been reduced to zero. Under *AASB 16 Leases*, Council as a not-for-profit entity has elected not to measure right-of-use assets at initial recognition at fair value in respect of leases that have significantly below-market terms.

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2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 5. Investing in and financing our operations

(a) Right-of-Use Assets

| | Office Equipment \$ '000 | Fleet, Plant & Equipment \$ '000 | Other \$ '000 | Total \$ '000 |
|-------------------------|--------------------------------|--|------------------|------------------|
| 2024 | | | | |
| Balance at 1 July 2023 | 8 | 70 | 147 | 225 |
| Additions | _ | 127 | - | 127 |
| Depreciation charge | (5) | (96) | (45) | (146) |
| Other | 3 | (1) | (1) | 1 |
| Balance at 30 June 2024 | 3 | 100 | 101 | 204 |
| 2023 | | | | |
| Balance at 1 July 2022 | 30 | 244 | 35 | 309 |
| Additions | _ | 3 | 131 | 134 |
| Depreciation charge | (22) | (178) | (19) | (219) |
| Other | _ | 1 | <u> </u> | 1 |
| Balance at 30 June 2023 | 8 | 70 | 147 | 225 |
| | | | | |
| | | | 2024 | 2023 |
| | | | \$ '000 | \$ '000 |

(b) Lease Liabilities

| Maturity analysis - contractual undiscounted cash flows | | |
|---|-----|-----|
| Less than one year | 114 | 118 |
| One to five years | 88 | 105 |
| More than five years | 26 | 30 |
| Total undiscounted lease liabilities as at 30 June: | 228 | 253 |
| Lease liabilities included in the Balance Sheet at 30 June: | | |
| Current | 108 | 112 |
| Non-current | 104 | 121 |
| Total lease liabilities | 212 | 233 |

Short-term and low value leases

Council has elected not to recognise right-of-use assets and lease liabilities for short-term leases of machinery that have a lease term of 12 months or less and leases of low-value assets (individual assets worth less than exisiting capitalisation thresholds for a like asset up to a maximum of AUD\$10,000), including IT equipment. Council recognises the lease payments associated with these leases as an expense on a straight-line basis over the lease term.

Expenses relating to:

| Leases of low value assets | 202 | 179 |
|----------------------------|-----|-----|
| Total | 202 | 179 |
| | | |

Non-cancellable lease commitments - Short-term and low-value leases

Commitments for minimum lease payments for short-term and low-value leases are payable as follows:

| Within one year 185 144 | 44 |
|---|----|
| Later than one year but not later than five years139153 | 53 |
| Total lease commitments 324 297 | 97 |

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Campaspe Shire Council

Notes to the Financial Statements for the year ended 30 June 2024

Note 6. Assets we manage

6.1 Property, infrastructure, plant and equipment

| Summary of property, infrastructure, plant and | Carrying amount 30 June 2023 | Additions | Contributions | Revaluation | Disposal | Depreciation | Write-off | Transfers | Carrying amount 30 June 2024 |
|--|------------------------------------|-----------|---------------|-------------|----------|--------------|-----------|-----------|------------------------------------|
| equipment | \$ '000 | \$ '000 | \$ '000 | \$ '000 | \$ '000 | \$ '000 | \$ '000 | \$ '000 | \$ '000 |
| Property | 248,352 | 19 | 105 | 6,510 | (4,271) | (2,741) | _ | 4,921 | 252,895 |
| Plant and equipment | 13,298 | - | - | | (1,123) | (3,288) | - | 7,516 | 16,403 |
| Infrastructure | 515,971 | - | 5,663 | 32,128 | (3,500) | (18,012) | - | 18,200 | 550,450 |
| Work in progress | 12,776 | 34,905 | - | | | - | - | (30,637) | 17,044 |
| Total | 790,397 | 34,924 | 5,768 | 38,638 | (8,894) | (24,041) | _ | _ | 836,792 |
| | | | | | | | | | |
| | | | | | | | | | |

| | | | Opening WIP | Additions | Write -off | Transfers | Closing WIP |
|-----------------------------|--|---|-------------|-----------|------------|-----------|-------------|
| Summary of Work in Progress | | | \$ '000 | \$ '000 | \$ '000 | \$ '000 | \$ '000 |
| | | | | | | | |
| Property | | - | 4,213 | 7,293 | - | (4,921) | 6,585 |
| Plant and equipment | | | 117 | 7,823 | - | (7,516) | 424 |
| Infrastructure | | | 8,446 | 19,789 | - | (18,200) | 10,035 |
| Total | | | 12,776 | 34,905 | - | (30,637) | 17,044 |

Campaspe Shire Council

Notes to the Financial Statements for the year ended 30 June 2024

Note 6. Assets we manage

| | Land specialised | Land non specialised | Land improve- ments | Land under roads | Total land and land improve- ments | Buildings specialised | Total buildings | Work in progress | Total property |
|---|---------------------|----------------------|------------------------|---------------------|--|--------------------------|--------------------|------------------|-------------------|
| | \$ '000 | \$ '000 | \$ '000 | \$ '000 | \$ '000 | \$ '000 | \$ '000 | \$ '000 | \$ '000 |
| Property | | | | | | | | | |
| At fair value 1 July 2023 Accumulated depreciation at | 107,225 | 31,427 | 1,515 | 8,317 | 148,484 | 180,663 | 180,663 | 4,213 | 333,360 |
| 1 July 2023 | (1) | | (78) | | (79) | (80,716) | (80,716) | - | (80,795) |
| | 107,224 | 31,427 | 1,437 | 8,317 | 148,405 | 99,947 | 99,947 | 4,213 | 252,565 |
| Movements in fair value | | | | | | | | | |
| Additions | _ | _ | _ | - | _ | 19 | 19 | 7,293 | 7,312 |
| Contributions | 83 | _ | | 22 | 105 | _ | _ | _ | 105 |
| Revaluation | _ | - | | | - | 11,825 | 11,825 | - | 11,825 |
| Disposal | (1,488) | (328) | - | | (1,816) | (4,580) | (4,580) | _ | (6,396) |
| Transfers | _ | 150 | - | | 150 | 4,771 | 4,771 | (4,921) | _ |
| Prior period error | _ | 1 | | | 1 | 1 | 1 | _ | 2 |
| - | (1,405) | (177) | | 22 | (1,560) | 12,036 | 12,036 | 2,372 | 12,848 |
| Movements in accumulated depreciation | | | | | | | | | |
| Depreciation and amortisation | - | _ | (47) | - | (47) | (2,694) | (2,694) | _ | (2,741) |
| Accumulated depreciation of disposals | _ | _ | _ | _ | _ | 2,125 | 2,125 | _ | 2,125 |
| Accumulated depreciation on revaluation | _ | _ | _ | - | - | (5,315) | (5,315) | _ | (5,315) |
| Impairment losses recognised in operating result | _ | _ | _ | _ | _ | _ | - | _ | _ |
| _ | _ | | (47) | | (47) | (5,884) | (5,884) | _ | (5,931) |
| At fair value 30 June 2024 Accumulated depreciation at | 105,820 | 31,250 | 1,515 | 8,339 | 146,924 | 192,699 | 192,699 | 6,585 | 346,208 |
| 30 June 2024 | (1) | _ | (125) | _ | (126) | (86,600) | (86,600) | _ | (86,726) |
| Carrying amount | 105,819 | 31,250 | 1,390 | 8,339 | 146,798 | 106,099 | 106,099 | 6,585 | 259,482 |

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Campaspe Shire Council

Notes to the Financial Statements for the year ended 30 June 2024

Note 6. Assets we manage

| | Heritage plant and equipment \$ '000 | Plant machinery and equipment \$ '000 | Fixtures fittings and furniture \$ '000 | Computers and telecomms \$ '000 | Artworks \$ '000 | Total \$ '000 | Work in progress \$ '000 | Total plant and equipment \$ '000 |
|--|--|---|---|---------------------------------------|---------------------|------------------|--------------------------------|--|
| Plant and Equipment | | | | | | | | |
| At fair value 1 July 2023 Accumulated depreciation at 1 | 3,029 | 17,134 | 326 | 9,288 | 1,138 | 30,915 | 117 | 31,032 |
| July 2023 | (359) | (9,838) | (222) | (7,198) | | (17,617) | _ | (17,617) |
| - | 2,670 | 7,296 | 104 | 2,090 | 1,138 | 13,298 | 117 | 13,415 |
| Movements in fair value | | | | | | | | |
| Additions | - | _ | | | | - | 7,823 | 7,823 |
| Disposal | - | (1,822) | | (7,896) | | (9,718) | _ | (9,718) |
| Transfers | _ | 7,516 | | | - | 7,516 | (7,515) | 1 |
| - | _ | 5,694 | | (7,896) | | (2,202) | 308 | (1,894) |
| Movements in accumulated depreciation | | | | | | | | |
| Depreciation and amortisation Accumulated depreciation of | (37) | (2,336) | (8) | (907) | - | (3,288) | - | (3,288) |
| disposals | _ | 1,758 | | 6,837 | _ | 8,595 | _ | 8,595 |
| | (37) | (578) | (8) | 5,930 | | 5,307 | _ | 5,307 |
| At fair value 30 June 2024 | 3,029 | 22,828 | 326 | 1,392 | 1,138 | 28,713 | 425 | 29,138 |
| Accumulated depreciation at 30 June 2024 | (396) | (10,416) | (230) | (1,268) | _ | (12,310) | _ | (12,310) |
| Carrying amount | 2,633 | 12,412 | 96 | 124 | 1,138 | 16,403 | 425 | 16,828 |

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Campaspe Shire Council

Notes to the Financial Statements for the year ended 30 June 2024

Note 6. Assets we manage

| | Roads \$ '000 | Bridges \$ '000 | Footpaths and cycleways \$ '000 | Drainage \$ '000 | Recrea- tional, leisure and community \$ '000 | Parks open spaces and streets- capes \$ '000 | Other infra- structure \$ '000 | Total \$ '000 | Work in progress \$ '000 | Total infra- structure \$ '000 |
|--|------------------|--------------------|--|---------------------|---|--|---|------------------|--------------------------------|---|
| Infrastructure | | | | | | | | | | |
| | | | | | | | | | | |
| At fair value 1 July 2023 | 571,120 | 33,984 | 33,752 | 96,175 | 20,293 | 7,401 | 19,677 | 782,402 | 8,446 | 790,848 |
| Accumulated depreciation at 1 July 2023 | (179,805) | (16,417) | (13,942) | (34,724) | (11,403) | (3,477) | (6,663) | (266,431) | _ | (266,431) |
| | 391,315 | 17,567 | 19,810 | 61,451 | 8,890 | 3,924 | 13,014 | 515,971 | 8,446 | 524,417 |
| - | | | | | | | | | | |
| Movements in fair value | | | | | | | | | | |
| Additions | - | - | | | - | - | - | - | 19,789 | 19,789 |
| Contributions | 1,510 | - | 2,749 | 1,389 | | - | 15 | 5,663 | - | 5,663 |
| Revaluation | 16,216 | 6,430 | 7,078 | 21,328 | 146 | - | - | 51,198 | - | 51,198 |
| Disposal | (7,416) | - | (605) | (206) | (186) | (302) | (37) | (8,752) | - | (8,752) |
| Transfers | 11,886 | | 1,515 | 1,337 | 1,392 | 1,197 | 873 | 18,200 | (18,200) | - |
| Prior period error | (7) | (1) | - | - | 2 | | 1 | (5) | - | (5) |
| _ | 22,189 | 6,429 | 10,737 | 23,848 | 1,354 | 895 | 852 | 66,304 | 1,589 | 67,893 |
| Movements in accumulated depreciation Depreciation and | | | | | | | | | | |
| amortisation | (14,082) | (342) | (730) | (1,308) | (670) | (366) | (514) | (18,012) | - | (18,012) |
| Accumulated depreciation of disposals | 4,683 | - | 196 | 83 | 92 | 182 | 16 | 5,252 | _ | 5,252 |
| Accumulated depreciation on revaluation | (5,317) | (3,171) | (2,739) | (7,769) | (74) | _ | _ | (19,070) | _ | (19,070) |
| | (14,716) | (3,513) | (3,273) | (8,994) | (652) | (184) | (498) | (31,830) | | (31,830) |
| At fair value 30 June 2024 Accumulated depreciation at | 593,308 | 40,413 | 44,490 | 120,023 | 21,648 | 8,295 | 20,528 | 848,705 | 10,035 | 858,740 |
| 30 June 2024 | (194,520) | (19,930) | (17,216) | (43,718) | (12,056) | (3,660) | (7,160) | (298,260) | _ | (298,260) |
| Carrying amount | 398,788 | 20,483 | 27,274 | 76,305 | 9,592 | 4,635 | 13,368 | 550,445 | 10,035 | 560,480 |

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2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 6. Assets we manage

Acquisition

The purchase method of accounting is used for all acquisitions of assets, being the fair value of assets provided as consideration at the date of acquisition plus any incidental costs attributable to the acquisition. Fair value is the price that would be received to sell an asset (or paid to transfer a liability) in an orderly transaction between market participants at the measurement date. Refer also to Note 8.4 for further disclosure regarding fair value measurement.

Where assets are constructed by Council, cost includes all materials used in construction, direct labour, borrowing costs incurred during construction, and an appropriate share of directly attributable variable and fixed overheads.

In accordance with Council's policy, the threshold limits have applied when recognising assets within an applicable asset class and unless otherwise stated are consistent with the prior year.

Asset recognition thresholds and depreciation periods

| | Depreciation Period years | Threshold Limit \$ ´000 |
|---|---------------------------------|-------------------------------|
| Buildings | | |
| heritage buildings | 75 years | 10 |
| buildings | 75 years | 10 |
| building improvements | 20-50 years | 10 |
| Plant and Equipment | | |
| heritage plant and equipment (paddlesteamers) | 100 years | 5 |
| plant, machinery and equipment | 3-20 years | 10 |
| fixtures, fittings and furniture | 3-15 years | 5 |
| computers and telecommunications | 4 years | 5 |
| Infrastructure | | |
| road seals | 15-20 years | 10 |
| road pavement | 80 years | 10 |
| road formation and earthworks | Indefinite | 10 |
| road kerb, channel and minor culverts | 50-80 years | 10 |
| gravel roads and gravel shoulders | 15 years | 10 |
| bridges deck | 100 years | 10 |
| bridges substructure | 100 years | 10 |
| footpaths and cycleways | 40-50 years | 10 |
| drainage | 20-80 years | 10 |

Land under roads

Council recognises land under roads it controls at fair value.

Depreciation and amortisation

Buildings, land improvements, plant and equipment, infrastructure, and other assets having limited useful lives are systematically depreciated over their useful lives to the Council in a manner which reflects consumption of the service potential embodied in those assets. Estimates of remaining useful lives and residual values are made on a regular basis with major asset classes reassessed annually. Depreciation rates and methods are reviewed annually.

Where assets have separate identifiable components that are subject to regular replacement, these components are assigned distinct useful lives and residual values and a separate depreciation rate is determined for each component.

Road earthworks are not depreciated on the basis that they are assessed as not having a limited useful life.

Straight line depreciation is charged based on the residual useful life as determined each year.

Depreciation periods used are listed above and are consistent with the prior year unless otherwise stated.

2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 6. Assets we manage

Repairs and maintenance

Where the repair relates to the replacement of a component of an asset and the cost exceeds the capitalisation threshold the cost is capitalised and depreciated. The carrying value of the replaced asset is expensed.

Valuation of land and buildings

Valuation of land was undertaken by a qualified independent valuer, Simon Eishold, from Eishold Property in April 2023. The valuation of land is at fair value, being market value based on highest and best use permitted by relevant land planning provisions. Where land use is restricted through existing planning provisions the valuation is reduced to reflect this limitation. This adjustment is an unobservable input in the valuation. The adjustment has no impact on the comprehensive income statement.

Specialised land is valued at fair value using site values adjusted for englobo (undeveloped and/or unserviced) characteristics, access rights and private interests of other parties and entitlements of infrastructure assets and services. This adjustment is an unobservable input in the valuation. The adjustment has no impact on the comprehensive income statement.

Valuation of specialised buildings was undertaken by Tony Blefari, a qualified independent valuer from Knowledge Asset Management Services in June 2022. The valuation of buildings is at fair value, being depreciated replacement cost, based on building net costs, estimated useful lives and asset condition assessments. These are unobservable inputs into the valuation.

Any significant movements in the unobservable inputs for land and land under roads and buildings will have a significant impact on the fair value of these assets.

The date of the current valuation is detailed in the following table.

Details of the Council's land and buildings and information about the fair value hierarchy as at 30 June 2024 are as follows:

| | Level 1 | Level 2 | Level 3 | Date of valuation | Type of Valuation |
|-----------------------|---------|---------|---------|----------------------|-------------------|
| | | | | | |
| Specialised land | | - | 105,819 | Apr-23 | Full |
| Non specialised land | | 31,250 | _ | Apr-23 | Full |
| Land improvements | | - | 1,390 | Jun-20 | Index |
| Specialised buildings | | - | 106,099 | Jun-24 | Index |
| Land under roads | _ | _ | 8,339 | Jan-23 | Full |
| Total | _ | 31,250 | 221,647 | | |

Valuation of Infrastructure

A fair value assessment of infrastructure assets has been carried out by Council staff using indices derived from ABS indexes. An index-based revaluation was conducted in the current year on Council's road assets using ABS civil construction/road and bridge construction indices. A full revaluation of these assets will be conducted in 2024/25.

The date of the current valuation is detailed in the following table. The valuation is at fair value based on replacement cost or indexes less accumulated depreciation as at the date of valuation.

Details of the Council's infrastructure and information about the fair value hierarchy as at 30 June 2024 are as follows:

Notes to the Financial Statements for the year ended 30 June 2024

Note 6. Assets we manage

| | | | | Date of | |
|-----------------------------------|---------|---------|---------|-----------|-------------------|
| | Level 1 | Level 2 | Level 3 | valuation | Type of Valuation |
| Roads | _ | _ | 398,788 | Jun-24 | Index |
| Bridges | - | - | 20,483 | Jun-24 | Index |
| Footpaths and cycleways | - | - | 27,274 | Jun-24 | Index |
| Drainage | - | - | 76,305 | Jun-24 | Index |
| Recreational, leisure & community | | | | | |
| facilities | - | - | 9,592 | Jun-20 | Index |
| Parks, open space & streetscapes | - | - | 4,635 | Jun-20 | Index |
| Other Infrastructure | - | _ | 13,368 | Jun-20 | Full |
| Total | | | 550,445 | | |

Description of significant unobservable inputs into level 3 valuations

Specialised land and land under roads are valued using a market based direct comparison technique. Significant unobservable inputs include the extent and impact of restriction of use and the market cost of land per square metre. The extent and impact of restrictions on use varies and results in a reduction to surrounding land values between 5% and 95%. The market value of land varies significantly depending on the location of the land and the current market conditions. Currently land values range between \$0.15 and \$1,982 per square metre.

Specialised buildings are valued using a depreciated replacement cost technique. Significant unobservable inputs include the current replacement cost and remaining useful lives of buildings. Current replacement costs are calculated on a square metre basis and ranges from \$83 to \$7,847 per square metre. The remaining useful lives of buildings are determined on the basis of the current condition of buildings and vary from 25 years to 75 years. Replacement cost is sensitive to changes in market conditions, with any increase or decrease in cost flowing through to the valuation. Useful lives of buildings are sensitive to changes in expectations or requirements that could either shorten or extend the useful lives of buildings.

Infrastructure assets are valued based on the depreciated replacement cost. Significant unobservable inputs include the current replacement cost and remaining useful lives of infrastructure. The remaining useful lives of infrastructure assets are determined on the basis of the current condition of the asset and vary from 0 to 100 years. Replacement cost is sensitive to changes in market conditions, with any increase or decrease in cost flowing through to the valuation. Useful lives of infrastructure are sensitive to changes in use, expectations or requirements that could either shorten or extend the useful lives of infrastructure assets.

Reconciliation of specialised land

| | 2024 | 2023 | |
|------------------------|---------|---------|--|
| | \$ '000 | \$ '000 | |
| Specialised land | 105,819 | 107,224 | |
| Land under roads | 8,339 | 8,317 | |
| Land improvements | 1,390 | 1,436 | |
| Total specialised land | 115,548 | 116,977 | |

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2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 6. Assets we manage

6.2 Investments in associates, joint arrangements and subsidiaries

(a) Subsidiaries

Campaspe Port Enterprise Pty Ltd

Background

Campaspe Port Enterprise Pty Ltd (CPE) was created on 1 October 2021 to assume responsibility for the management of tourism and paddlesteamer assets associated with the Port of Echuca Precinct. CPE is a separate entity, wholly owned by the Campaspe Shire Council. CPE has responsibility for managing the operations of the paddlesteamer and tourism business within the precinct. The board of directors were appointed in December 2021 but all of the company's operational transactions were still managed by Council. CPE began operating as a separate entity on 1 July 2022.

Note that Council contribution for the 2023/24 financial year of \$2.69 million is included in the Total income (\$2.11 million) and current liabilities (\$576,000 - deferred income) lines below, but netted off when reported as part of the consolidated financial statements.

Summarised financial information

| Summarised Statement of Comprehensive Income | | |
|--|---------|---------|
| Total income | 4,317 | 1,805 |
| Total expenses | (3,342) | (1,192) |
| Surplus/(Deficit) for the Year | 975 | 613 |
| Summarised Balance Sheet | | |
| Current assets | 2,764 | 1,073 |
| Non-current assets | 45 | - |
| Total assets | 2,809 | 1,073 |
| Current liabilities | 1,002 | 259 |
| Non-current liabilities | _ | - |
| Total Liabilities | 1,002 | 259 |
| Net Assets | 1,807 | 814 |

Significant Restrictions

Campaspe Port Enterprise operates the Port of Echuca precinct under a service level agreement, Council makes cash contributions to facilitate the management of the precinct and relevant assets.

The consolidated financial statements of Council incorporate all entities controlled by Council as at 30 June 2024, and their income and expenses for that part of the reporting period in which control existed.

Subsidiaries are all entities over which Council has control. Council controls an entity when it is exposed to, or has rights to, variable returns from its involvement with the entity and has the ability to affect those returns through its power to direct the activities of the entity. Subsidiaries are fully consolidated from the date on which control is transferred to the Council. They are deconsolidated from the date that control ceases.

Where dissimilar accounting policies are adopted by entities and their effect is considered material, adjustments are made to ensure consistent policies are adopted in these financial statements.

Entities consolidated into Council include - Campaspe Port Enterprise Pty Ltd

2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 7. People and relationships

7.1 Council and key management remuneration

(a) Related Parties

Parent entity Campaspe Shire Council is the parent entity.

Subsidiaries and Associates Interests in subsidiaries are detailed in note 6.2.

(b) Key Management Personnel

Key management personnel (KMP) are those people with the authority and responsibility for planning, directing and controlling the activities of **Campaspe Shire Council**, The Councillors, Chief Executive Officer and Directors are deemed KMP.

Details of KMP at any time during the year are:

| Councillors | Councillor Christine Weller Councillor Adrian Weston Councillor Leanne Pentreath Councillor John Zobec Councillor Daniel Mackrell Councillor Robert Amos (Mayor, 17 November 2022 - Councillor Colleen Gates Councillor Paul Jarman Councillor Tony Marwood | Present) |
|-------------|--|----------|
| КМР | Chief Executive Officer Director - Corporate Director - Sustainability Director - Community Director - Infrastructure Director - Community Safety and Recovery | |
| | | 2024 |

| | 2024 | 2023 |
|---|------|------|
| | No. | No. |
| Total Number of Councillors | 9 | 9 |
| Total of Chief Executive Officer and other Key Management Personnel | 6 | 9 |
| Total Number of Key Management Personnel | 15 | 18 |

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2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 7. People and relationships

(c) Remuneration of Key Management Personnel

Remuneration comprises employee benefits including all forms of consideration paid, payable or provided by Council, or on behalf of the Council, in exchange for services rendered. Remuneration of Key Management Personnel and Other senior staff is disclosed in the following categories.

Short-term employee benefits include amounts such as wages, salaries, annual leave or sick leave that are usually paid or payable on a regular basis, as well as non-monetary benefits such as allowances and free or subsidised goods or services.

Other long-term employee benefits include long service leave, other long service benefits or deferred compensation.

Post-employment benefits include pensions, and other retirement benefits paid or payable on a discrete basis when employment has ceased.

-

Termination benefits include termination of employment payments, such as severance packages.

| | 2024 | 2023 |
|--|---------|---------|
| | \$ '000 | \$ '000 |
| Total remuneration of key management personnel was as follows: | | |
| Short-term employee benefits | 1,941 | 1,744 |
| Other long-term employee benefits | 150 | 118 |
| Post-employment benefits | 38 | 32 |
| Termination benefits | _ | 192 |
| Total | 2,129 | 2,086 |
| | | |
| | | |

| | | ι. | 2024 | 2023 |
|--|---|----|------|------|
| | | | No. | No. |
| | _ | | | |

The numbers of key management personnel whose total remuneration from Council and any related entities, fall within the following bands:

| ÷ | | |
|-----------------------|----|----|
| \$20,000 - \$29,999 | 1 | 1 |
| \$30,000 - \$39,999 | 5 | 6 |
| \$40,000 - \$49,999 | 2 | 1 |
| \$50,000 - \$59,999 | _ | 1 |
| \$70,000 - \$79,999 | _ | 2 |
| \$160,000 - \$169,999 | 1 | 1 |
| \$190,000 - \$199,999 | _ | 1 |
| \$230,000 - \$239,999 | _ | 3 |
| \$240,000 - \$249,999 | _ | 1 |
| \$260,000 - \$269,999 | 1 | - |
| \$270,000 - \$279,999 | 1 | - |
| \$280,000 - \$289,999 | 3 | - |
| \$310,000 - \$319,999 | - | 1 |
| \$380,000 - \$389,999 | 1 | - |
| | 15 | 18 |

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Notes to the Financial Statements for the year ended 30 June 2024

Note 7. People and relationships

(d) Remuneration of other senior staff

Other senior staff are officers of Council, other than Key Management Personnel, whose total remuneration exceeds \$170,000 and who report directly to a member of the KMP. *

Total remuneration of other senior staff was as follows:

| 2024 | 2023 |
|---------|--|
| \$ '000 | \$ '000 |
| 832 | 1,625 |
| 84 | 145 |
| 19 | 32 |
| _ | - |
| 935 | 1,802 |
| r. | |
| | |
| 2024 | 2023 |
| No. | No. |
| | |
| 1 | 2 |
| 3 | 1 |
| 2 | 1 |
| _ | 3 |
| _ | 1 |
| | 1 |
| 6 | 9 |
| 2024 | 2023 |
| | \$ '000 |
| \$ UUU | φ 000 |
| 935 | 1,802 |
| | \$ '000 832 84 19 - 935 - 2024 No. 1 3 2 - - - - - - - - - - - - - |

* Due to a definitional change the comparative figures in this note may not align with the previous year's annual report, which included disclosure of senior officers as defined in the Local Government Act 1989.

Notes to the Financial Statements for the year ended 30 June 2024

Note 7. People and relationships

| | 2024 \$ '000 | 2023 \$ '000 |
|--|--------------------------|--------------------------|
| 7.2 Related party disclosure | | |
| (a) Transactions with related parties | | |
| During the period Council entered into the following transactions with related parties: | | |
| Council has two employees who are close family members of key management personnel, the total remuneration paid to these employees is Total rental income received from related parties. Total transactions paid to related parties Council's financial payments to Campaspe Port Enterprise | 245 176 1 2.694 | 218 159 – 1,480 |
| All contracts and transactions were at arms length and under normal business terms and conditions. | | |
| (b) Outstanding balances with related parties | | |
| There are no balances outstanding at the end of the reporting period in relation to transactions with related parties 2023/2024 Nil (2022/2023 Nil). | | |
| (c) Loans to/from related parties | | |
| No loans have been made, guaranteed or secured by council to a responsible person 2023/2024 Nil (2022/2023 Nil). | | |
| (d) Commitments to/from related parties | | |
| The aggregate amount of commitments in existence at balance date that have been made, guaranteed or secured by the council to a related party are as follows: | | |
| Council has long term commercial rental agreements with related parties for properties owned by council. Councils Financial Support for Campaspe Port Enterprise | 305 2,270 | 475 2,000 |

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2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 8. Managing uncertainties

8.1 Contingent assets and liabilities

Contingent assets and contingent liabilities are not recognised in the Balance Sheet, but are disclosed and if quantifiable, are measured at nominal value. Contingent assets and liabilities are presented inclusive of GST receivable or payable, respectively.

(a) Contingent assets

Contingent assets are possible assets that arise from past events, whose existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the Council. At balance date the Council are not aware of any contingent assets.

(b) Contingent liabilities

Contingent liabilities are:

- possible obligations that arise from past events, whose existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the Council; or

- present obligations that arise from past events but are not recognised because:

- it is not probable that an outflow of resources embodying economic benefits will be required to settle the obligation; or

- the amount of the obligation cannot be measured with sufficient reliability.

Superannuation

Council has obligations under a defined benefit superannuation scheme that may result in the need to make additional contributions to the scheme, matters relating to this potential obligation are outlined below. As a result of the volatility in financial markets the likelihood of making such contributions in future periods exists.

Insurance claims

Council is currently reviewing a possible option to submit an insurance claim for flood expenditure that is not covered by grant funding. The potential claim would be estimated, as of 30 June 2024, to be under \$2.0 million. This claim does not have a material impact on future operations as it relates to expenditure predominately incurred in the 2023/24 financial year or earlier.

Legal matters

Council has no major legal matters that could have a material impact on future operations.

Building cladding

Council has no potential contingents existing in relation to rectification works or other matters associated with building cladding that may have the potential to adversely impact on Council.

Liability Mutual Insurance

Council is a participant of the MAV Liability Mutual Insurance (LMI) Scheme. The LMI scheme provides public liability and professional indemnity insurance cover. The LMI scheme states that each participant will remain liable to make further contributions to the scheme in respect of any insurance year in which it was a participant to the extent of its participant's share of any shortfall in the provision set aside in respect of that insurance year, and such liability will continue whether or not the participant remains a participant in future insurance years.

Notes to the Financial Statements for the year ended 30 June 2024

Note 8. Managing uncertainties

| 2024 | 2023 |
|---------|---------|
| \$ '000 | \$ '000 |
| | |

(c) Guarantees for loans to other entities

The amount disclosed for financial guarantee in this note is the nominal amount of the underlying loan that is guaranteed by the Council, not the fair value of the financial guarantee.

Financial guarantee contracts are not recognised as a liability in the balance sheet unless the lender has exercised their right to call on the guarantee or Council has other reasons to believe that it is probable that the right will be exercised.

Bank Guarantees held in favour of other Entities:

| (a) Council currently has three Bank Guarantees in favour of the Department or Environment, Land, Water and Planning for the rehabilitation bond at the Nanneella | | |
|--|-----|-----|
| Quarry. | 365 | 365 |
| (b) Council currently has three Bank Guarantees in favour of the Department or Environment, Land, Water and Planning for the rehabilitation bond at the Mt Scobie | | |
| Quarry. | 151 | 151 |
| (c) Council currently has two Bank Guarantees in favour of the Department or Environment, Land, Water and Planning for the rehabilitation bond at Weeks and | | |
| Browns Pits. | 14 | 14 |
| Total | 530 | 530 |
| | | |

8.2 Change in accounting standards

Certain new Australian Accounting Standards and interpretations have been published that are not mandatory for the 30 June 2024 reporting period. Council assesses the impact of these new standards.

In December 2022 the Australian Accounting Standards Board (AASB) issued AASB 2022-10 Amendments to Australian Accounting Standards - Fair Value Measurement of Non-Financial Assets of Not-for-Profit Public Sector Entities to modify AASB 13 Fair Value Measurement. AASB 2022-10 amends AASB 13 Fair Value Measurement for fair value measurements of non-financial assets of not-for-profit public sector entities not held primarily for their ability to generate net cash inflows. The AASB 13 modifications:

- are applicable only to not-for-profit public sector entities;

- are limited to fair value measurements of non-financial assets not held primarily for their ability to generate net cash inflows; - are to be applied prospectively for annual periods beginning on or after 1 January 2024;

- would not necessarily change practice for some not-for-profit public sector entities; and

-do not indicate that entities changing practice in how they measure relevant assets made an error in applying the existing requirements of AASB 13.

Council will assess any impact of the modifications to AASB 13 ahead of the 2024-25 reporting period.

In December 2022 the Australian Accounting Standards Board (AASB) issued AASB 2022-6 Amendments to Australian Accounting Standards - Non-current Liabilities with Covenants. AASB 2022-6 amends AASB 101 Presentation of Financial Statements to improve the information an entity provides in its financial statements about long?term liabilities with covenants where the entity's right to defer settlement of those liabilities for at least twelve months after the reporting period is subject to the entity complying with conditions specified in the loan arrangement. The amendments in AASB 2022-6 are effective for annual periods beginning on or after 1 January 2024. Council will assess any impact of the modifications to AASB 101 ahead of the 2024-25 reporting period.

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2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 8. Managing uncertainties

8.3 Financial instruments

(a) Objectives and policies

Council's principal financial instruments comprise cash assets, term deposits, receivables (excluding statutory receivables), payables (excluding statutory payables) and bank and TCV borrowings. Details of the significant accounting policies and methods adopted, including the criteria for recognition, the basis of measurement and the basis on which income and expenses are recognised, in respect of each class of financial asset, financial liability and equity instrument is disclosed in the notes of the financial statements. Risk management is carried out by senior management under policies approved by Council. These policies include identification and analysis of the risk exposure to Council and appropriate procedures, controls and risk minimisation.

(b) Market risk

Market risk is the risk that the fair value or future cash flows of Council financial instruments will fluctuate because of changes in market prices. Council's exposure to market risk is primarily through interest rate risk with only insignificant exposure to other price risks and no exposure to foreign currency risk.

Interest rate risk

Interest rate risk refers to the risk that the value of a financial instrument or cash flows associated with the instrument will fluctuate due to changes in market interest rates. Council's interest rate liability risk arises primarily from long term loans and borrowings at fixed rates which exposes Council to fair value interest rate risk / Council does not hold any interest bearing financial instruments that are measured at fair value, and therefore has no exposure to fair value interest rate risk. Cash flow interest rate risk is the risk that the future cash flows of a financial instrument will fluctuate because of changes in market interest rates. Council has minimal exposure to cash flow interest rate risk through its cash and deposits that are at floating rates.

Investment of surplus funds is made with approved financial institutions under the *Local Government Act* 2021. Council manages interest rate risk by adopting an investment policy that ensures:

- diversification of investment product;
- monitoring of return on investment; and
- benchmarking of returns and comparison with budget.

There has been no significant change in the Council's exposure, or its objectives, policies and processes for managing interest rate risk or the methods used to measure this risk from the previous reporting period.

Interest rate movements have not been sufficiently significant during the year to have an impact on the Council's year end result.

(c) Credit risk

Credit risk is the risk that a contracting entity will not complete its obligations under a financial instrument and cause Council to make a financial loss. Council has exposure to credit risk on some financial assets included in the balance sheet. Particularly significant areas of credit risk exist in relation to outstanding fees and fines as well as loans and receivables from sporting clubs and associations. To help manage this risk:

- · Council has a policy for establishing credit limits for the entities Council deals with;
- · Council may require collateral where appropriate; and
- Council only invests surplus funds with financial institutions which have a recognised credit rating specified in Council's investment policy.

Receivables consist of a large number of customers, spread across the ratepayer, business and government sectors. Credit risk associated with the Council's financial assets is minimal because the main debtor is secured by a charge over the rateable property.

There are no material financial assets which are individually determined to be impaired.

Council may also be subject to credit risk for transactions which are not included in the balance sheet, such as when Council provides a guarantee for another party. Details of our contingent liabilities are disclosed in Note 8.1(b).

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2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 8. Managing uncertainties

The maximum exposure to credit risk at the reporting date to recognised financial assets is the carrying amount, net of any allowance for impairment of those assets, as disclosed in the balance sheet and notes to the financial statements. Council does not hold any collateral.

(d) Liquidity risk

Liquidity risk includes the risk that, as a result of Council's operational liquidity requirements it will not have sufficient funds to settle a transaction when required or will be forced to sell a financial asset at below value or may be unable to settle or recover a financial asset.

To help reduce these risks Council:

- has a target of \$10 million as a minimum level of cash and cash equivalents to be maintained;
- has readily accessible standby facilities and other funding arrangements in place;
- has a liquidity portfolio structure that requires surplus funds to be invested within various bands of liquid instruments;
 monitors budget to actual performance on a regular basis; and
- sets limits on borrowings relating to the percentage of loans to rate revenue and percentage of loan principal repayments to rate revenue.

The Council's maximum exposure to liquidity risk is the carrying amounts of financial liabilities as disclosed on the face of the balance sheet and the amounts related to financial guarantees disclosed in Note 8.1(c)., and is deemed insignificant based on prior periods' data and current assessment of risk.

There has been no significant change in Council's exposure, or its objectives, policies and processes for managing liquidity risk or the methods used to measure this risk from the previous reporting period.

With the exception of borrowings, all financial liabilities are expected to be settled within normal terms of trade. Details of the maturity profile for borrowings are disclosed at Note 5.4.

Unless otherwise stated, the carrying amounts of financial instruments reflect their fair value.

(e) Sensitivity disclosure analysis

Taking into account past performance, future expectations, economic forecasts, and management's knowledge and experience of the financial markets, Council believes the following movements are 'reasonably possible' over the next 12 months:

• A parallel shift of +0.5% and -1.5% in market interest rates (AUD) from year-end rates of 4.35%.

These movements will not have a material impact on the valuation of Council's fianncial assests and liabilities, nor will they have a material impact on the results of Council's operations.

8.4 Fair value measurement

Fair Value Hierarchy

Council's financial assets and liabilities are not valued in accordance with the fair value hierarchy, Council's financial assets and liabilities are measured at amortised cost.

Council measures certain assets and liabilities at fair value where required or permitted by Australian Accounting Standards. AASB 13 Fair value measurement, aims to improve consistency and reduce complexity by providing a definition of fair value and a single source of fair value measurement and disclosure requirements for use across Australian Accounting Standards.

All assets and liabilities for which fair value is measured or disclosed in the financial statements are categorised within a fair value hierarchy, described as follows, based on the lowest level input that is significant to the fair value measurement as a whole:

- Level 1 Quoted (unadjusted) market prices in active markets for identical assets or liabilities
- Level 2 Valuation techniques for which the lowest level input that is significant to the fair value measurement is directly or indirectly observable; and
- Level 3 Valuation techniques for which the lowest level input that is significant to the fair value measurement is unobservable.

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2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 8. Managing uncertainties

For the purpose of fair value disclosures, Council has determined classes of assets and liabilities on the basis of the nature, characteristics and risks of the asset or liability and the level of the fair value hierarchy as explained above. In addition, Council determines whether transfers have occurred between levels in the hierarchy by re-assessing categorisation (based on the lowest level input that is significant to the fair value measurement as a whole) at the end of each reporting period.

Revaluation

Subsequent to the initial recognition of assets, non-current physical assets, other than plant and equipment, are measured at their fair value, being the price that would be received to sell an asset (or paid to transfer a liability) in an orderly transaction between market participants at the measurement date. (For plant and equipment carrying amount is considered to approximate fair value given short useful lives). At balance date, the Council reviewed the carrying value of the individual classes of assets measured at fair value to ensure that each asset materially approximated its fair value. Where the carrying value materially differed from the fair value at balance date, the class of asset was revalued.

Fair value valuations are determined in accordance with a valuation hierarchy. Changes to the valuation hierarchy will only occur if an external change in the restrictions or limitations of use of an asset result in changes to the permissible or practical highest and best use of the asset. In addition, Council undertakes a formal revaluation of land, buildings, and infrastructure assets on a regular basis ranging from 1 to 5 years. The valuation is performed either by experienced council officers or independent experts. The following table sets out the frequency of revaluations by asset class.

| Asset Class | Revaluation frequency |
|--|-----------------------|
| Land | 3 years |
| Buildings | 3 years |
| Roads | 4 years |
| Bridges | 3 years |
| Footpaths and cycleways | 5 years |
| Drainage | 5 years |
| Recreational, leisure and community facilities | 5 years |
| Parks, open space and streetscapes | 3 years |
| Other infrastructure | Not applicable |

Where the assets are revalued, the revaluation increments are credited directly to the asset revaluation reserve except to the extent that an increment reverses a prior year decrement for that class of asset that had been recognised as an expense in which case the increment is recognised as revenue up to the amount of the expense. Revaluation decrements are recognised as an expense except where prior increments are included in the asset revaluation reserve for that class of asset in which case the decrement is taken to the reserve to the extent of the remaining increments. Within the same class of assets, revaluation increments and decrements within the year are offset.

Impairment of assets

At each reporting date, Council reviews the carrying value of its assets to determine whether there is any indication that these assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs of disposal and value in use, is compared to the assets carrying value. Any excess of the assets carrying value over its recoverable amount is expensed to the comprehensive income statement, unless the asset is carried at the revalued amount in which case, the impairment loss is recognised directly against the revaluation surplus in respect of the same class of asset to the extent that the impairment loss does not exceed the amount in the revaluation surplus for that same class of asset.

8.5 Events occurring after balance date

No matters have occurred after balance date that require disclosure in the financial report.

2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 9. Other matters

| Balance at | | Balance at |
|------------|------------|--------------|
| end of | | beginning of |
| reporting | Increase | reporting |
| period | (decrease) | period |
| \$ '000 | \$ '000 | \$ '000 |

9.1 Reserves

2024

(a) Asset revaluation reserves

| Property | | | |
|--|---------|--------|---------|
| Land - specialised | 6,802 | - | 6,802 |
| Land - non specialised | 94 | _ | 94 |
| Land and land improvements | 71,941 | - | 71,941 |
| Land under roads | 3,106 | | 3,106 |
| Buildings | 83,560 | 6,510 | 90,070 |
| | 165,503 | 6,510 | 172,013 |
| Plant and equipment | | | |
| Plant machinery and equipment | 1,659 | _ | 1,659 |
| Artworks | 124 | _ | 124 |
| Water rights | 3,990 | - | 3,990 |
| | 5,773 | | 5,773 |
| | | | |
| Infrastructure | | | |
| Roads | 308,165 | 10,899 | 319,064 |
| Bridges | 11,305 | 3,259 | 14,564 |
| Footpaths and cycleways | 4,623 | 4,339 | 8,962 |
| Drainage | 26,453 | 13,559 | 40,012 |
| Recreational, leisure and community facilities | - | 72 | 72 |
| Other infrastructure | 5,535 | - | 5,535 |
| | 356,081 | 32,128 | 388,209 |
| Total asset revaluation reserves | 527,357 | 38,638 | 565,995 |
| | | | |

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2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 9. Other matters

| | Balance at beginning of reporting period \$ '000 | Increase (decrease) \$ '000 | Balance at end of reporting period \$ '000 |
|----------------------------------|--|-----------------------------------|--|
| 2023 | | | |
| Property | | | |
| Land - specialised | - | 6,802 | 6,802 |
| Land - non specialised | - | 94 | 94 |
| Land and land improvements | 71,941 | - | 71,941 |
| Land under roads | - | 3,106 | 3,106 |
| Buildings | 83,523 | 37 | 83,560 |
| | 155,464 | 10,039 | 165,503 |
| Plant and equipment | | | |
| Plant machinery and equipment | 1,659 | _ | 1,659 |
| Artworks | 124 | _ | 124 |
| Water rights | 3,648 | 342 | 3,990 |
| | 5,431 | 342 | 5,773 |
| | | | 0,110 |
| Infrastructure | | | |
| Roads | 286,940 | 21,225 | 308,165 |
| Bridges | 11,305 | - | 11,305 |
| Footpaths and cycleways | 4,623 | _ | 4,623 |
| Drainage | 26,453 | - | 26,453 |
| Other infrastructure | 7,731 | (2,196) | 5,535 |
| | 337,052 | 19,029 | 356,081 |
| Total asset revaluation reserves | 497,947 | 29,410 | 527,357 |

The asset revaluation reserve is used to record the increased (net) value of Council's assets over time.

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2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 9. Other matters

| | Balance at beginning of reporting period \$ '000 | Transfer from Accumulated Surplus \$ '000 | Transfer to Accumulated Surplus \$ '000 | Balance at end of reporting period \$ '000 |
|---------------------------------------|--|--|--|--|
| (b) Other reserves | | | | |
| 2024 | | | | |
| Restricted reserves | | | | |
| Recreational land | 1,536 | - | - | 1,536 |
| Car parking | 198 | - | _ | 198 |
| Unspent grant funding | | 564 | | 564 |
| Total | 1,734 | 564 | - | 2,298 |
| Unrestricted reserves | | | | |
| Strategic asset development reserve | 30,000 | - | | 30,000 |
| Asset renewal | 18,124 | | (2,718) | 15,406 |
| Asset renewal - plant replacement | 188 | 2,718 | | 2,906 |
| Commercial investment - Holiday Park | 305 | | _ | 305 |
| Community plan implementation | 36 | | _ | 36 |
| Capital Works Contingency | 1,000 | 758 | (758) | 1,000 |
| Disability Discrimination Act reserve | 531 | | (11) | 520 |
| Industrial land | 2,949 | | - | 2,949 |
| Rochester water rights reserve | 138 | - | (138) | - |
| Waste reserve | 4,310 | - | (949) | 3,361 |
| Carryover works | - | 8,771 | | 8,771 |
| Total | 57,581 | 12,247 | (4,574) | 65,254 |
| Total Other reserves | 59,315 | 12,811 | (4,574) | 67,552 |
| 2023 | | | | |
| Restricted reserves | | | | |
| Recreational land | 1,471 | 65 | - | 1,536 |
| Car parking | 198 | | | 198 |
| Total | 1,669 | 65 | - | 1,734 |
| Unrestricted reserves | | | | |
| Strategic asset development reserve | 2,517 | 29,083 | (1,600) | 30,000 |
| Asset renewal | 15,467 | 2,657 | - | 18,124 |
| Asset renewal - plant replacement | 998 | 2,661 | (3,471) | 188 |
| Commercial investment - Holiday Park | 55 | 1,850 | (1,600) | 305 |
| Community plan implementation | 80 | - | (44) | 36 |
| Capital Works Contingency | 1,000 | 439 | (439) | 1,000 |
| Disability Discrimination Act reserve | 531 | 100 | (100) | 531 |
| Industrial land | 2,949 | - | _ | 2,949 |
| Rochester water rights reserve | 173 | - | (35) | 138 |
| Waste reserve | 3,966 | 801 | (457) | 4,310 |
| Carryover works | | | (7.740) | - |
| Total | 27,736 | 37,591 | (7,746) | 57,581 |
| Total Other reserves | 29,405 | 37,656 | (7,746) | 59,315 |

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Notes to the Financial Statements for the year ended 30 June 2024

Note 9. Other matters

Restricted Reserves

Must be cash backed at all times and relate to funds received that must be used by Council for a specific purpose.

Recreational land - The purpose of this reserve is to provide improved recreational facilities for the Campaspe Shire Council, both of an active and passive nature. This reserve is funded solely from subdivision developer contributions in lieu of the 5% public open space requirement. Outflows are limited to capital works on parks and playgrounds, recreation reserves and other outdoor sporting activities including swimming pool development. The call on the reserve has to be directly connected to the residential catchments for which the contribution has been made.

Car parking - The purpose of this reserve is to capture funds that are received by Council either from developer contributions for lieu of parking or from the sale of car parking land, and also to establish funding for future development of car parking spaces in accordance with the Echuca CBD and Heritage Parking Strategies. This reserve is funded principally from developer contributions and used to provide parking development.

Unspent grant funding - The purpose of this reserve is to restrict grant funding received by Council in advance/ upfront and is still to be expended as at 30 June.

Unrestricted Reserves

Must be cashed back at year end but can be used throughout the year to fund Council's working capital requirements.

Strategic asset development reserve - The purpose of this reserve is to isolate funds to develop strategic assets, of a capital nature, that will deliver long term benefits to the community.

Asset renewal - The purpose of this reserve is to isolate funds identified for asset renewal that have not been expended in the budget year and any savings from completed capital projects. These funds are to be used to support the delivery of the adopted 10 year capital works program.

Asset renewal - plant replacement - The purpose of this reserve is to provide for the replacement of fleet, major and minor plant and is funded by a 100% budgeted depreciation allocation of these assets.

Capital works contingency - The purpose of this reserve is to hold funds to cover unforeseeable additional costs associated with capital works projects.

Commercial Investment - Echuca holiday park - The purpose of this reserve is to allocate funds for investment in the Echuca Holiday Park to maintain and grow revenue and is funded from operations or the resale of assets on the site.

Community plan implementation - The purpose of this reserve is to allocate funds for implementation of community plans in line with Council strategy and is funded from operations.

Disability discrimination act reserve - The purpose of this reserve is to allocate funds to upgrade community facilities in line with the Disability Discrimination Act when it is deemed necessary and is funded from operations.

Industrial land - The purpose of this reserve is to develop industrial land that can facilitate the growth, expansion and attraction of business across the Shire. This reserve is funded solely from sales of industrial land and must be used for the establishment of industrial estates.

Rochester water rights reserve - The purpose of this reserve is to manage the funds from the sale of water rights in Rochester to ensure these funds are spent back in the community.

Waste reserve - The purpose of this reserve is to provide funding in line with the approved waste strategy as adopted by Council. It is funded from the surplus or deficit of the waste service.

Carryover works - The purpose of this reserve is to manage the carryover capital works from the prior years. This is capital works budgeted for, but not yet completed as of 30 June.

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Notes to the Financial Statements for the year ended 30 June 2024

Note 9. Other matters

| | 2024 | 2023 |
|---|---------|---------|
| | \$ '000 | \$ '000 |
| 9.2 Reconciliation of cash flows from operating activities to surplus/(deficit) | | |
| Surplus/(deficit) for the year | (9,596) | 3,004 |
| Non-cash adjustments: | | |
| Depreciation/amortisation | 24,204 | 22,398 |
| Profit/(loss) on disposal of property, infrastructure, plant and equipment | 7,347 | 8,562 |
| Contributions - Non-monetary assets | (5,768) | (1,908) |
| Amounts disclosed in financing activities | 142 | 176 |
| Change in assets and liabilities: | | |
| (Increase)/decrease in trade and other receivables | (2,113) | (753) |
| (Increase)/decrease in inventories | (1,440) | 1 |
| (Increase)/decrease in prepayments | (2,044) | 173 |
| Increase/(decrease) in contract assets | - | (825) |
| Increase/(decrease) in other assets | (561) | - |
| Increase/(decrease) in trade and other payables | 4,112 | (1,806) |
| Increase/(decrease) in provisions | 131 | (440) |
| Increase/(decrease) in trust funds and deposits | 386 | (684) |
| (Decrease)/increase in contract and other liabilities | (2,455) | 762 |
| Net cash provided by/(used in) operating activities | 12,345 | 28,660 |

9.3 Superannuation

Council makes the majority of its employer superannuation contributions in respect of its employees to the Local Authorities Superannuation Fund (the Fund). This Fund has two categories of membership, accumulation and defined benefit, each of which is funded differently. Obligations for contributions to the Fund are recognised as an expense in the Comprehensive Income Statement when they are made or due.

Accumulation

The Fund's accumulation category, Vision MySuper/Vision Super Saver, receives both employer and employee contributions on a progressive basis. Employer contributions are normally based on a fixed percentage of employee earnings (for the year ended 30 June 2024, this was 11.0% as required under Superannuation Guarantee (SG) legislation (2023: 10.5%)).

Defined Benefit

Council does not use defined benefit accounting for its defined benefit obligations under the Fund's Defined Benefit category. This is because the Fund's Defined Benefit category is a pooled multi-employer sponsored plan.

There is no proportional split of the defined benefit liabilities, assets or costs between the participating employers as the defined benefit obligation is a floating obligation between the participating employers and the only time that the aggregate obligation is allocated to specific employers is when a call is made. As a result, the level of participation of Campaspe Shire Council in the Fund cannot be measured as a percentage compared with other participating employers. Therefore, the Fund Actuary is unable to allocate benefit liabilities, assets and costs between employers for the purposes of AASB 119.

2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 9. Other matters

Funding Arrangements

Council makes employer contributions to the Defined Benefit category of the Fund at rates determined by the Trustee on the advice of the Fund Actuary.

A triennial actuarial investigation for the Defined Benefit category as at 30 June 2023 was conducted and completed by 31 December 2023. The vested benefit index (VBI) of the Defined Benefit category as at 30 June 2023 was 104.1%. Council was notified of the 30 June 2023 VBI during August 2023.

The financial assumptions used to calculate the 30 June 2023 VBI were:

Net investment returns 5.7% pa Salary information 3.5% pa Price inflation (CPI) 2.8% pa.

The VBI is used as the primary funding indicator. Because the VBI was above 100%, the 30 June 2023 actuarial investigation determined the Defined Benefit category was in a satisfactory financial position and that no change was necessary to the Defined Benefit category's funding arrangements from prior years.

Employer contributions

(a) Regular contributions

On the basis of the results of the 2023 triennial actuarial investigation conducted by the Fund Actuary, Council makes employer contributions to the Fund's Defined Benefit category at rates determined by the Fund's Trustee. For the year ended 30 June 2024, this rate was 11.0% of members' salaries (10.5% in 2022/23). This rate is expected to increase in line with any increases in the SG contribution rate and was reviewed as part of the 30 June 2023 triennial valuation.

In addition, Council reimburses the Fund to cover the excess of the benefits paid as a consequence of retrenchment above the funded resignation or retirement benefit.

(b) Funding calls

If the Defined Benefit category is in an unsatisfactory financial position at an actuarial investigation or the Defined Benefit category's VBI is below its shortfall limit at any time other than the date of the actuarial investigation, the Defined Benefit category has a shortfall for the purposes of SPS 160 and the Fund is required to put a plan in place so that the shortfall is fully funded within three years of the shortfall occurring. The Fund monitors its VBI on a quarterly basis and the Fund has set its shortfall limit at 98% from 26 July 2024 (previously 97%).

In the event that the Fund Actuary determines that there is a shortfall based on the above requirement, the Fund's participating employers (including Council) are required to make an employer contribution to cover the shortfall.

Using the agreed methodology, the shortfall amount is apportioned between the participating employers based on the pre-1 July 1993 and post-30 June 1993 service liabilities of the Fund's Defined Benefit category, together with the employer's payroll at 30 June 1993 and at the date the shortfall has been calculated.

Due to the nature of the contractual obligations between the participating employers and the Fund, and that the Fund includes lifetime pensioners and their reversionary beneficiaries, it is unlikely that the Fund will be wound up.

If there is a surplus in the Fund, the surplus cannot be returned to the participating employers.

In the event that a participating employer is wound-up, the defined benefit obligations of that employer will be transferred to that employer's successor.

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2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 9. Other matters

The 2023 interim actuarial investigation surplus amounts

An actuarial investigation is conducted annually for the Defined Benefit category of which Council is a contributing employer. Generally, a full actuarial investigation is conducted every three years and interim actuarial investigations are conducted for each intervening year. A full investigation was conducted as at 30 June 2023.

The Fund's actuarial investigations identified the following for the Defined Benefit category of which Council is a contributing employer:

| | 2023 | 2022 |
|---|-----------|-----------|
| | (Interim) | (Interim) |
| | \$m | \$m |
| - A VBI Surplus | 84.7 | 44.6 |
| - A total service liability surplus | 123.6 | 105.8 |
| - A discounted accrued benefits surplus | 141.9 | 111.9 |

The VBI surplus means that the market value of the fund's assets supporting the defined benefit obligations exceed the vested benefits that the defined benefit members would have been entitled to if they had all exited on 30 June 2023.

The total service liability surplus means that the current value of the assets in the Fund's Defined Benefit category plus expected future contributions exceeds the value of expected future benefits and expenses as at 30 June 2023.

The discounted accrued benefits surplus means that the current value of the assets in the Fund's Defined Benefit category exceeds the value of benefits payable in the future but accrued in respect of service to 30 June 2023.

The 2024 interim actuarial investigation

An interim actuarial investigation is being conducted for the Fund's position as at 30 June 2024 as the Fund provides lifetime pensions in the Defined Benefit category. It is anticipated that this actuarial investigation will be completed by October 2024.

The VBI of the Defined Benefit category was 105.4% as at 30 June 2024. The financial assumptions used to calculate the 30 June 2024 VBI were:

Net investment returns 5.6% pa Salary information 3.5% pa Price inflation (CPI) 2.7% pa

Council was notified of the 30 June 2024 VBI during August 2024.

Because the VBI was above 100%, the Defined Benefit category was in a satisfactory financial position at 30 June 2024 and it is expected that the actuarial investigation will recommend that no change will be necessary to the Defined Benefit category's funding arrangements from prior years.

The 2020 triennial investigation

The last triennial actuarial investigation conducted prior to 30 June 2023 was at 30 June 2020. This actuarial investigation was completed by 31 December 2020. The financial assumptions for the purposes of that investigation was:

| | 2020 | 2023 |
|-----------------------|-----------------|-------------|
| | Triennial | Triennial |
| | investigationin | vestigation |
| | \$m | \$m |
| Net investment return | 5.6% pa | 5.7% pa |
| | 2.5% pa for two | |
| Salary inflation | years and | 3.50% pa |
| Galary Innation | 2.75% pa | 0.00 /0 pa |
| | thereafter | |
| Price inflation | 2.0% pa | 2.8% pa |
| | | |

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2023

2020

Notes to the Financial Statements for the year ended 30 June 2024

Note 9. Other matters

Superannuation contributions

Contributions by Council (excluding any unfunded liability payments) to the above superannuation plans for the financial year ended 30 June 2024 are detailed below:

| Type of | | 2024 | 2023 |
|--------------|-------------------------------------|--|---|
| scheme | Rate | \$ '000 | \$ '000 |
| Defined | 11.0% | | |
| Benefits | (2023:10.5%) | 138 | 150 |
| | 11.0% | | |
| Accumulation | (2023:10.5%) | 1,712 | 1,677 |
| | 11.0% | | |
| Accumulation | (2023:10.5%) | 1,341 | 985 |
| | Defined Benefits Accumulation | scheme Rate Defined 11.0% Benefits (2023:10.5%) 11.0% (2023:10.5%) Accumulation (2023:10.5%) 11.0% 11.0% | scheme Rate \$ '000 Defined 11.0% 138 11.0% 138 11.0% Accumulation (2023:10.5%) 1,712 11.0% 11.0% 1,712 |

In addition to the above contributions, Council has paid unfunded liability payments to Vision Super totalling \$NIL for 2023/24 year (2022/23 \$NIL).

There were no contributions outstanding and no loans issued from or to the above schemes as at 30 June 2024.

The expected contributions to be paid to the Defined Benefit category of Vision Super for the year ending 30 June 2025 is \$142,000.

Note 10. Changes in accounting policies

There have been no changes to accounting policies in the 2023-24 year.

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PERFORMANCE STATEMENT

For the year ending 30 June 2024



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Certification of the performance statement

In my opinion, the accompanying performance statement has been prepared in accordance with the *Local Government Act 2020* and the *Local Government (Planning and Reporting) Regulations 2020.*

Kristopher Kershaw Principal Accounting Officer Dated: 16 September 2024

In our opinion, the accompanying performance statement of the *Campaspe Shire Council* for the year ended 30 June 2024 presents fairly the results of Council's performance in accordance with the *Local Government Act 2020* and the *Local Government (Planning and Reporting) Regulations 2020.*

The performance statement contains the relevant performance indicators, measures and results in relation to service performance, financial performance and sustainable capacity.

At the date of signing, we are not aware of any circumstances that would render any particulars in the performance statement to be misleading or inaccurate.

We have been authorised by the council and by the *Local Government (Planning and Reporting) Regulations 2020* to certify this performance statement in its final form.

Cr Rob Amos Councillor Dated: 16 September 2024

Cr Tony Marwood Councillor Dated: 16 September 2024

Michael Sharp Acting Chief Executive Officer Dated: 16 September 2024

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Victorian Auditor – General's Office Audit Report

To be inserted.

Description of municipality

The Shire of Campaspe is located in north central Victoria, approximately 180 kilometres north of Melbourne. It includes the communities of Echuca, Kyabram, Rochester, Lockington, Gunbower, Rushworth, Stanhope and Tongala as well as many smaller areas outside of these main townships. The shire is located in the heart of one of the richest and most diverse agriculture and food processing areas in Victoria. Its climate, history, cultural heritage, natural assets and location in relation to major urban centres provide the shire with extensive opportunities. The shire encompasses a total land area of over 4,500 square kilometres.

The Shire of Campaspe scores 965 on the SEIFA (Socio-Economic Indexes for Areas) index, indicating that it is more disadvantaged than the Victorian average of 1010 and the national average of 1001.9. The level of disadvantage varies across the Shire of Campaspe from well below the national average to above the Victorian average.

Section 2. Service performance indicators For the year ended 30 June 2024

| | Service/indicator/measure | Results | Results | Results | Target as per budget | Results | Material variations and comments |
|-----|---|---------|---------|---------|-------------------------|---------|---|
| | | 2021 | 2022 | 2023 | por saugor | 2024 | |
| | Aquatic Facilities Utilisation * | | | | | | |
| AF6 | Utilisation of aquatic facilities [Number of visits to aquatic facilities / Municipal population] | 1.87 | 3.31 | 3.85 | N/A | 3.71 | The closure of the indoor facility for six weeks to carry out maintenance works contributed to the reduction in attendance numbers. While outdoor pool fees were waived for this period, there was a change to capturing data that required all users to seek a free membership for improved understanding of who is using the facility. This requirement may also have contributed to the decrease in usage. |
| AM7 | Animal Management Health and safety Animal management prosecutions | 0.00 | 0.00 | 0.00 | N/A | 0.00 | No animal prosecutions were issued in 2023/24. |
| | [Number of successful animal management prosecutions/Total number of animal management prosecutions]x100 | | | | | | |
| | Food Safety | | | | | | |
| FS4 | Health and safety Critical and major non- compliance outcome notifications | 100.00% | 85.00% | 100.00% | N/A | 90.91% | One premises' non- compliance was not followed up in 2023. A |
| | [Number of critical non- compliance outcome notifications and major non- compliance notifications about a food premises followed up / Number of critical non- compliance outcome notifications and major non- compliance notifications about a food premises] x100 | | | | | | range of issues impacted the team in 2023 including ongoing work following the 2022 floods and staff shortages. |
| G2 | Governance Consultation and engagement Satisfaction with community consultation and engagement | 51.00 | 42.00 | 49.00 | 50.00 | 56.00 | Council's consultation and |
| | consultation and engagement [Community satisfaction rating out of 100 with how council has performed on community consultation and engagement] | | | | | | engagement rating through its 2024 Community Satisfaction Survey showed a significant increase in satisfaction and achieved the highest level of satisfaction for Council since 2015. Consultation and engagement has beer undertaken across many council service areas and |

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| | Service/indicator/measure | Results | Results | Results | Target as | Results | Material variations and |
|-----|--|---------|---------|---------|------------|---------|---|
| | | 2021 | 2022 | 2023 | per budget | 2024 | comments includes major engagement around flood recovery, key infrastructure projects, Place Based Plans and the preparation of Council's 2024-25 Annual Budget. Community engagement remains an area of focus for Council. Campaspe Shire Council's score exceeds the average overall satisfaction level across Victoria (51) and that of Large Rural Councils (48) as per Local Government Victoria's Statewide report for 2024. |
| | Libraries Participation * | | | | | | |
| LB7 | Library membership [Number of registered library members / Population] x100 | 35.83% | 32.62% | 27.66% | N/A | 24.79% | |
| | Maternal and Child Health (MCH) Participation | | | | | | |
| MC4 | Participation in the MCH service [Number of children who attend the MCH service at least once (in the year) / Number of children enrolled in the MCH service] x100 | 72.20% | 69.11% | 69.36% | N/A | 70.08% | This result is slightly higher than the previous two reporting periods and just within the expected range. Council will continue to review engagement practices with the MCH service to increase participation rates, particularly from 8 months - 3.5 years. |
| | Participation | | | | | | |
| MC5 | Participation in the MCH service by Aboriginal children [Number of Aboriginal children who attend the MCH service at least once (in the year) / Number of Aboriginal children enrolled in the MCH service] x100 | 82.74% | 78.23% | 80.90% | N/A | 81.12% | Consistent high-level participation in the MCH service by Aboriginal children has resulted from embedding practice change with service coordination and documentation processes. |
| R2 | Roads Condition Sealed local roads maintained to condition standards | 98.96% | 97.41% | 97.07% | 98.00% | 92.59% | A new condition assessment of the sealed road network was carried |
| | [Number of kilometres of sealed roads below the renewal intervention level set by Council / Kilometres of sealed local roads] x 100 | | | | | | out to update the data that informs this indicator. The new data is showing that a greater number of roads have reached intervention levels than the previous |

| | Service/indicator/measure | Results | Results | Results | Target as per budget | Results | Material variations and comments |
|-----|---|---------|---------|---------|-------------------------|---------|--|
| | | 2021 | 2022 | 2023 | | 2024 | |
| | | | | | | | data set was indicating. The roads that have reached intervention level have been included in the 2024/25 capital works renewal program. The increase in the number of roads that have reached intervention may be the result of the extremely we weather that has been experienced over the last few years. |
| | Statutory Planning Service standard | | | | | | |
| SP2 | Planning applications decided within required time frames [Number of regular planning application decisions made within 60 days) + (Number of VicSmart planning application decisions made within 10 days) / Number of planning application decisions made] x100 | 97.23% | 97.96% | 100.00% | 90.00% | 82.91% | Planning applications have continued to be made within appropriate time frames. Applications decided in timeframes has seen a change due to the assessment of a number of larger applications which have required additional stakeholder engagement to achieve good planning outcomes. |
| | Waste Collection | | | | | | |
| | Waste diversion | | | | | | |
| WC5 | Kerbside collection waste diverted from landfill [Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins] x100 | 48.46% | 48.76% | 49.85% | 50.00% | 48.44% | |

* Population estimates and components by LGA, 2022 to 2023. Released by ABS 26 March 2024.

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Section 3. Financial performance indicators DRAFT For the year ended 30 June 2024

| | | | | Results | | | | Fore | cast | | |
|----|--|-------------|-------------|-------------|-------------------------|-------------|-------------|-------------|-------------|-------------|-------------------------------------|
| | Dimension/ | | | | | | | | | | |
| | indicator/ | 2021 | 2022 | 2023 | 2024 | 2024 | 2025 | 2026 | 2027 | 2028 | Material variations and comments |
| | measure | Actual | Actual | Actual | Target as per budget | Actual | Forecast | Forecast | Forecast | Forecast | |
| | Efficiency | | | | | | | | | | |
| E2 | Expenditure level Expenses per property assessment | \$ 4,202.70 | \$ 4,034.29 | \$ 4,916.02 | \$ 4,320.00 | \$ 4,918.05 | \$ 4,611.00 | \$ 4,585.00 | \$ 4,664.00 | \$ 4,761.00 | |
| | [Total expenses / Number of property assessments] | | | | | | | | | | |
| | Revenue level | | | | | | | | | | |
| E4 | Average rate per property assessment. | \$ 1,830.88 | \$ 1,865.47 | \$ 1,860.38 | \$ 2,002.00 | \$ 1,983.35 | \$ 2,038.00 | \$ 2,089.00 | \$ 2,141.00 | \$ 2,195.00 | |
| | [Total rate revenue / Number of property assessments] | | | | | | | | | | |

Section 3. Financial performance indicators (continued) DRAFT For the year ended 30 June 2024

| | | | | Result | s | | | Fo | orecast | | |
|----|---|---------|---------|---------|-------------------------|---------|----------|----------|----------|----------|--|
| | Dimension/ | | | | | | | | | | |
| | indicator/ | 2021 | 2022 | 2023 | 2024 | 2024 | 2025 | 2026 | 2027 | 2028 | Material variations and comments |
| | measure | Actual | Actual | Actual | Target as per budget | Actual | Forecast | Forecast | Forecast | Forecast | |
| | Liquidity | | | | | | | | | | |
| | Working capital | | | | | | | | | | |
| L1 | Current assets compared to current liabilities [Current assets / Current liabilities] x100 | 383.24% | 319.42% | 454.75% | 324.68% | 389.88% | 326.94% | 315.22% | 374.72% | 374.56% | The result of Council not receiving the 2024/25 financial assistance grant funding of \$13.46 million in advance before 30 June 2024 (as had been the practice in previous financial years). Had Council received the funding in advance, the percentage would have been 404.60%. This is still below the 454.75% for 2022/23 actual, however, Council did receive grant funding for the October 2022 flood as well as not expend the planned capital works program (due to the flood), which contributed to the 454.75% for the 2022/23 financial year. |
| L2 | Unrestricted cash Unrestricted cash compared to current liabilities | 232.48% | 213.31% | 314.48% | 213.81% | 262.36% | 313.79% | 294.61% | 303.40% | 289.25% | When compared to the previous years, overall reduction in cash held by Council due to expending 2022/23 capital works carryover of over \$12 million, as well as |
| | [Unrestricted cash / Current liabilities] x100 | | | | | | | | | | Council not receiving the 2024/25 financial assistance grant funding of \$13.46 million in advance before 30 June 2024 (as had been the practice in previous financial years). |

Section 3. Financial performance indicators (continued) DRAFT For the year ended 30 June 2024

| | | Results | | | | | | Fore | ecast | | |
|----|---|---------|--------|--------|-------------------------|--------|----------|----------|----------|----------|--|
| | Dimension/ indicator/ | 2021 | 2022 | 2023 | 2024 | 2024 | 2025 | 2026 | 2027 | 2028 | Material variations and comments |
| | measure | Actual | Actual | Actual | Target as per budget | Actual | Forecast | Forecast | Forecast | Forecast | |
| | Loans and borrowi | ings | | | | | | | | | |
| | Obligations | | | | | | | | | | |
| 02 | Loans and borrowings compared to rates | 7.45% | 14.24% | 12.08% | 8.12% | 8.09% | 4.59% | 2.13% | 0.00% | 0.00% | Council continues to pay down loans each financial year, resulting in this percentage decreasing towards 0% (forecast to occur in the 2026/27 financial |
| | [Interest bearing loans and borrowings / Rate revenue] x100 | | | | | | | | | | year). |
| 03 | Loans and borrowings repayments compared to rates. [Interest and principal repayments on interest bearing loans and borrowings / Rate revenue] x100 | 2.63% | 2.54% | 3.66% | 3.53% | 3.52% | 3.48% | 2.41% | 2.06% | 0.00% | |
| 04 | Indebtedness Non-current liabilities compared to own source revenue | 7.03% | 11.12% | 7.72% | 6.78% | 5.21% | 5.73% | 3.89% | 3.64% | 3.52% | Reduction is the result of Council paying down loans by \$2.66 million for the 2023/24 financial year, when compared to the 2022/23 financial year. |

[Non-current . liabilities / Own source revenue] x100

Section 3. Financial performance indicators (continued) DRAFT For the year ended 30 June 2024

| | | | | Resu | lts | | | Fo | recast | | |
|-----|---|----------|---------|---------|-------------------------|----------|----------|----------|----------|----------|---|
| | Dimension/ | | | | | | | | | | |
| | indicator/ | 2021 | 2022 | 2023 | 2024 | 2024 | 2025 | 2026 | 2027 | 2028 | Material variations and comments |
| | measure | Actual | Actual | Actual | Target as per budget | Actual | Forecast | Forecast | Forecast | Forecast | |
| | Asset renewal and | Upgrade | | | | | | | | | |
| O5 | Asset renewal and upgrade compared to depreciation. [Asset renewal and asset upgrade expense / Asset Depreciation] x 100 | 95.37% | 116.15% | 71.76% | 109.24% | 141.40% | 107.04% | 105.87% | 88.97% | 96.94% | Council's 2022/23 percentage was impacted by the October 2022 flood, which resulted in planned renewal and upgrade capital works not being started or started late (and not completed) in the 2022/23 financial year. These projects, for a total over \$12 million, were rolled into 2023/24 financial year and completed. Essentially, a timing variance. |
| | Operating position Adjusted underlying result | | | | | | | | | | |
| OP1 | Adjusted underlying surplus (or deficit) [Adjusted underlying surplus (deficit)/ Adjusted underlying revenue] x100 | (11.38%) | (0.75%) | (3.27%) | (8.93%) | (26.51%) | (9.44%) | (6.43%) | (5.49%) | (5.65%) | The result of Council not receiving the 2024/25 financial assistance grant funding of \$13.46 million in advance before 30 June 2024 (as had been the practice in previous financial years), as well as not budgeting for the net loss of disposal of property, infrastructure, plant and equipment of \$7.35 million. Adjusting for these two variances, the adjusted underlying deficit would have been a surplus of 1.08%. |

Section 3. Financial performance indicators (continued) DRAFT For the year ended 30 June 2024

| | | | | Results | | | | Fo | orecast | | |
|----|---|--------|--------|---------|-------------------------|--------|----------|----------|----------|----------|--|
| | Dimension/ | | | | | | | | | | |
| | indicator/ | 2021 | 2022 | 2023 | 2024 | 2024 | 2025 | 2026 | 2027 | 2028 | Material variations and comments |
| | measure | Actual | Actual | Actual | Target as per budget | Actual | Forecast | Forecast | Forecast | Forecast | |
| | Stability Rates concentration | | | | | | | | | | |
| S1 | Rates compared to adjusted underlying revenue [Rate revenue / Adjusted underlying revenue] x100 | 56.17% | 53.54% | 45.33% | 58.11% | 59.01% | 56.07% | 56.43% | 57.28% | 58.04% | Percentage ratio is higher than expected as a result of Council not receiving the 2024/25 financial assistance grant funding of \$13.46 million in advance before 30 June 2024 (as had been the practice in previous financial years). This means, as a percentage, rates revenue makes up a larger proportion of the overall revenue total as operating grants is lower than originally budgeted for as a result of not receiving the financial assistance grant in advance. |
| S2 | Rates effort Rates compared to property values [Rate revenue / Capital improved value of rateable properties in the municipality] x100 | 0.54% | 0.50% | 0.42% | 0.44% | 0.37% | 0.32% | 0.32% | 0.32% | 0.32% | A calculation error resulted in Council's reported budgeted percentage to be 0.44%, when on review it should have been 0.37% (\$48,969 million rates revenue divided by \$13,237,099 million land valuation). |

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Attachment 8.3.1.2

Section 4. Sustainable capacity indicators DRAFT For the year ended 30 June 2024

| | Indicator/measure | Results 2020 | Results 2021 | Results 2022 | Results 2023 | Material variations and comments |
|----|--|-----------------|-----------------|-----------------|-----------------|--|
| | Population | | | | | |
| C1 | Expenses per head of municipal population * | \$2,361.99 | \$2,280.81 | \$2,736.75 | \$2,760.86 | |
| | [Total expenses / Municipal population] | | | | | |
| C2 | Infrastructure per head of municipal population | \$15,806.42 | \$16,752.45 | \$16,655.70 | \$18,015.93 | |
| | [Value of infrastructure / Municipal population] | | | | | |
| C3 | Population density per length of road | 9.40 | 9.42 | 9.61 | 9.54 | |
| | [Municipal population / Kilometres of local roads] | | | | | |
| | Own-source revenue | | | | | |
| C4 | Own-source revenue per head of municipal population | \$1,611.76 | \$1,677.69 | \$1,755.32 | \$1,944.72 | Higher when compared to previous year due to additional (actual greater than budget) |
| | [Own-source revenue / Municipal population] | | | | | interest on revenue of \$2.76 million and inclusion of Campaspe Port Enterprise revenue in Council's consolidated accounts of \$2.20 million. |
| | Recurrent grants | | | | | Lower when compared to the |
| C5 | Recurrent grants per head of municipal population | \$442.07 | \$552.43 | \$579.40 | \$123.68 | prior years because of Council not receiving the 2024/25 financial assistance grant |
| | [Recurrent grants / Municipal population] | | | | | funding of \$13.46 million in advance before 30 June 2024 (as had been the practice in previous financial years). |
| | Disadvantage | | | | | ····· |
| C6 | Relative Socio-Economic Disadvantage | 3.00 | 3.00 | 3.00 | 3.00 | |
| | [Index of Relative Socio-Economic Disadvantage by decile] | | | | | |
| | Workforce turnover | | | | | |
| C7 | Percentage of staff turnover | 15.2% | 17.3% | 13.6% | 14.9% | |
| | [Number of permanent staff resignations and terminations / Average number of permanent staff for the financial year] x100 | | | | | |

* Population estimates and components by LGA, 2022 to 2023. Released by ABS 26 March 2024.

Section 5. Notes to the accounts DRAFT

For the year ended 30 June 2024

5.1 Basis of preparation

Council is required to prepare and include a performance statement within its annual report. The performance statement includes the results of the prescribed sustainable capacity, service performance and financial performance indicators and measures together with a description of the municipal district and an explanation of material variations in the results. This statement has been prepared to meet the requirements of the *Local Government Act 2020* and *Local Government (Planning and Reporting) Regulations* 2020.

Where applicable, the results in the performance statement have been prepared on accounting bases consistent with those reported in the Financial Statements. The other results are based on information drawn from Council information systems or from third parties (e.g. Australian Bureau of Statistics or Council's Community Satisfaction Survey provider).

The performance statement presents the actual results for the current year and the previous three years, along with the current year's target, if mandated by *the Local Government (Planning and Reporting) Regulations 2020.* Additionally, for the prescribed financial performance indicators and measures, the performance statement includes the target budget for the current year and the results forecast for the period 2024-25 to 2027-28 by the council's financial plan.

The Local Government (Planning and Reporting) Regulations 2020 requires explanation of any material variations in the results contained in the performance statement. Council has adopted materiality thresholds relevant to each indicator and measure and explanations have not been provided for variations below the materiality thresholds unless the variance is considered to be material because of its nature.

The forecast figures included in the performance statement are those adopted by Council in its budget on 4 June 2024, which forms part of the Council Plan. The budget includes estimates based on key assumptions about the future that were relevant at the time of adoption and aimed at achieving sustainability over the long term. Detailed information on the actual financial results is contained in the General Purpose Financial Statements. The budget can be obtained from Council's website.

5.2 Definitions

| Key term | Definition |
|--|---|
| Aboriginal children | means a child who is an Aboriginal person |
| Aboriginal person | has the same meaning as in the Aboriginal Heritage Act 2006 |
| adjusted underlying revenue | means total income other than: non-recurrent grants used to fund capital expenditure; and non-monetary asset contributions; and contributions to fund capital expenditure from sources other than those referred to above |
| adjusted underlying surplus (or deficit) | means adjusted underlying revenue less total expenditure |
| annual report | means an annual report prepared by a council under section 98 of the Act |
| asset renewal expenditure | means expenditure on an existing asset or on replacing an existing asset that returns the service capability of the asset to its original capability |
| asset upgrade expenditure | means expenditure that— (a) enhances an existing asset to provide a higher level of service; or (b) extends the life of the asset beyond its original life |
| critical non- compliance outcome notification | means a notification received by council under section 19N(3) or (4) of the <i>Food Act 1984</i> , or advice given to council by an authorized officer under that Act, of a deficiency that poses an immediate serious threat to public health |
| current assets | has the same meaning as in the Australian Accounting Standards |
| current liabilities | has the same meaning as in the Australian Accounting Standards |
| food premises | has the same meaning as in the <i>Food Act 1984</i> |
| intervention level | means the level set for the condition of a road beyond which a council will not allow the road to deteriorate and will need to intervene |
| local road | means a sealed or unsealed road for which the council is the responsible road authority under the <i>Road Management Act 2004</i> |
| major non- compliance outcome notification | means a notification received by a council under section 19N(3) or (4) of the <i>Food Act 1984</i> , or advice given to council by an authorized officer under that Act, of a deficiency that does not pose an immediate serious threat to public health but may do so if no remedial action is taken |
| МСН | means the Maternal and Child Health Service provided by a council to support the health and development of children within the municipality from birth until school age |
| non-current liabilities | means all liabilities other than current liabilities |
| own-source revenue | means adjusted underlying revenue other than revenue that is not under the control of council (including government grants) |
| population | means the resident population estimated by council |

| rate revenue | means revenue from general rates, municipal charges, service rates and service charges |
|---|---|
| relative socio- economic disadvantage | in relation to a municipal district, means the relative socio-economic disadvantage, expressed as a decile for the relevant financial year, of the area in which the municipal district is located according to the Index of Relative Socio-Economic Disadvantage of SEIFA |
| restricted cash | means cash, cash equivalents and financial assets, within the meaning of the Australian Accounting Standards, not available for use other than for a purpose for which it is restricted, and includes cash to be used to fund capital works expenditure from the previous financial year |
| SEIFA | means the Socio-Economic Indexes for Areas published from time to time by the Australian Bureau of Statistics on its Internet site |
| unrestricted cash | means all cash and cash equivalents other than restricted cash |

8.3.2 Local Government Performance Reporting

| Directorate: | Corporate |
|--------------------------|--|
| Responsible Officer: | Manager Governance and Risk |
| Manager: | Director Corporate |
| Attachments: | 2023-24 LGPRF Service Performance Indicators [8.3.2.1 - 5 pages] 2023-24 LGPRF Performance Report [8.3.2.2 - 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: | Enablers Financial services. Governance. Organisational strategy and performance. |
| Other Strategic Context: | Local Government Performance Reporting Framework |

1. PURPOSE

The report presents the Performance Report as required under the Local Government Performance Reporting Framework for the financial year 2023-24.

2. **RECOMMENDATION**

That Council:

- 1. Note that its Performance Report for the 2023-24 financial year has been developed in accordance with the Local Government Performance Reporting Framework.
- 2. Approve the submission of its Performance Report for the 2023-24 financial year, with results as attached to this report, to the Minister for Local Government.
- 3. Authorise officers to make any changes required to individual measures due to the final audit of the Financial Statements and Performance Statement by VAGO prior to lodgement.

3. BACKGROUND

The Local Government Performance Reporting Framework (LGPRF) is a mandatory system of performance reporting for all Victorian councils, designed to measure and report on Council performance.

The framework is made up of 58 measures from a range of service areas, including roads, planning, animal management and waste. It is complemented by a Governance and Management checklist of 24 items, which shows the policies, plans and procedures in place at each council.

Results of the Performance Report are shared on the Know Your Council section of the Local Government Victoria website and provide a performance comparison across Victorian Councils.

Data for the Performance Report is gathered and a subset of the items that are collected under the LGPRF are required to be audited in Council's external audit. This subset of audited items is documented in the Performance Statement that together with Council's audited Financial Statements and report of operations form Council's Annual Report.

Previous Council Discussion

The Draft Performance Report was presented to Councillors for feedback at a Briefing on 3 September 2024.

4. DISCUSSION

The 2023-24 LGPRF includes a number of changes:

Target Setting

Council was required to set targets for the 2023-24 financial year for eight of the measures and report against them for the reporting period and the next three financial years:

- G2 Governance Consultation and engagement
- SP2 Statutory Planning Service standard
- R2 Roads Condition
- WC5 Waste management Waste diversion
- E2 Financial efficiency Expenditure
- S1 Financial stability Rates concentration
- L1 Financial liquidity Working capital
- O5 Financial obligations Asset renewal

The targets are detailed in the attached Performance Report, with commentary against variations.

Where targets are not required against indicators, this appears as "NA" in the attached statements.

Amendments to the Performance Statement

The Performance Report for 2023-24 has been updated with the following replacements:

- Replacement of G5 Governance Satisfaction with G2 Governance Consultation and Engagement.
- Replacement of SP4 Statutory Planning Decision making with SP2 Statutory Planning Service Standard
- Replacement of R5 Roads Satisfaction with R2 Roads Condition

New and Replacement Indicators

There are eleven changes across the service and financial indicators and the Governance and Management Checklist. A list can be found in the attached Practice Note Appendix A – Amendments to LGPRF Measures.

These changes include updates to the way the performance of municipal libraries is measured and reported.

Where new indicators are included, historical data is not reported in the attached statements as indicated by "NA" in the attached statements.

5. STAKEHOLDER ENGAGEMENT

Internal consultation:

Data for the LGPRF is collected from service areas and undergoes internal review to ensure accuracy and that appropriate commentary is provided where there are material variations from targets or historical data.

The Performance Report was presented to the Executive Leadership Team on 14 August 2024.

The report was reviewed and noted by the Audit and Risk Committee at its meeting on 6 September 2024.

Councillors:

• The Performance Report was presented to a Councillor Briefing on 3 September 2024

External:

• Prescribed indicators from the Performance Report will be audited as part of Council's annual external audit.

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).

The Performance Report comprises prescribed data from Council operations and performance, and as such the community is not able to influence the report directly. However, a number of key indicators – Community Satisfaction with Consultation and Engagement, and Satisfaction of Road Use – are obtained through the annual Community Satisfaction Survey.

Public Transparency Policy

The Performance Report provides a transparent accounting of Council's performance against key performance indicators for the financial year and is provided in line with the Public Transparency Policy through the Public Council Meeting. The report will be shared on the Local Government Victoria Know Your Council website.

6. LEGISLATIVE CONTEXT

Local Government Act 2020 (Vic).

The Local Government (Planning and Reporting) Regulations 2020 prescribe matters to be considered in service performance indicators, financial performance indicators, and —Sustainable capacity performance indicators.

7. FINANCIAL AND OTHER RESOURCE IMPLICATIONS

There are no financial or resource implications in the provision and consideration of this report.

8. ENVIRONMENTAL IMPLICATIONS

There are no environmental implications in the provision and consideration of this report.

9. OPPORTUNITIES AND RISK

Opportunities:

The annual Performance Report provides an opportunity for Council to demonstrate to the community its performance against its targets and the benchmark of similar Victorian councils.

Risk:

Compliance Risk. Reputation Risk.

Risk: that incorrect or inadequate data collection gives an inaccurate report of Council's performance, leading to reputational damage, administrative burden or regulatory consequences. Council manages this risk by ensuring systems are in place to appropriately capture data throughout the year, providing information to service managers on how to provide the data, and ensuring a thorough internal review process prior to publication.

Risk: that data is not provided to Local Government Victoria in a timely or compliant manner, leading to reputational damage through incorrect or absent information on the Know Your Council Website, and potential regulatory consequences. Council manages this risk through planning the timelines for provision of the data and ensuring data collection and review is undertaken in a timely manner.

10. CONCLUSION

The Performance Report provides an accurate presentation of Council's performance for the 2023-24 financial year against the performance indicators as required under the Local Government Performance Reporting Framework.

REPORT OF OPERATIONS (ANNUAL REPORT INSERT)

Service Performance Indicators

| Service / indicator / measure | 2021 | Res 2022 | 2023 | 2024 | Comments |
|--|----------|-------------|----------|----------|--|
| Aquatic Facilities Service standard Health inspections of aquatic facilities Number of authorised officer inspections of Council aquatic facilities / Number of Council aquatic facilities] | 2.88 | 1.00 | 1.75 | 2.86 | Council's Environmental Health Officers increased the number of inspections conducted to improve on the previous year. Due to some non-compliance issues multiple inspections were conducted to ensure appropriate actions were taken. |
| Jtilisation Jtilisation of aquatic facilities Number of visits to aquatic facilities / Population] | 1.87 | 3.31 | 3.85 | 3.71 | The closure of the indoor facility for six weeks to carry out maintenance works contributed to the reduction in attendance numbers. While outdoor pool fees were waived for this period, there was a change to capturing data that required all users to seek a free membership for improved understanding of who is using the facility. This requirement may also have contributed to the decrease in usage. |
| Service cost Cost of aquatic facilities Direct cost of aquatic facilities less income received / Number of visits to quatic facilities] | \$27.85 | \$14.01 | \$10.74 | \$11.93 | In June 2023, Council made the decision to waive general public feer for all outdoor pools. While there has been a slight decrease in visitation to the 2022/23 figures, the closure of the indoor facility and fee free outdoor pools has resulted in increased expenditure. |
| Animal Management Imeliness Ime taken to action animal management requests Number of days between receipt and first response action for all animal nanagement requests / Number of animal management requests) | 1.00 | 1.00 | 1.00 | 1.00 | |
| Service standard Animals reclaimed Number of animals reclaimed / Number of animals collected] x100 | 32.48% | 30.45% | 27.20% | 16.09% | 58% of animals impounded were felines, with an average of 3.86% having identification and consequently reclaimed. This percentage fo canines was generally higher, with 30% reclaimed. Surrendered canines have increased with 31.51% of canines impounded were surrenders, while feline surrenders have decreased with 17.95% of felines impound of werenders have decreased with 17.95% of felines impound the werenders have decreased with 17.95% of felines impound the werenders have decreased with 17.95% of felines impound the werendecreased wi |
| Animals rehomed Number of unclaimed collected animals rehomed / Number of unclaimed collected animals] x100 | 52.92% | 46.53% | 50.19% | 62.42% | felines impounded surrendered. Canine adoptions numbers increased by 31.2% while feline adoption decreased by 12.8%. |
| Service cost Cost of animal management service per population Direct cost of the animal management service / Population] | \$29.19 | \$30.40 | \$30.42 | \$31.08 | |
| Health and safety Animal management prosecutions Number of successful animal management prosecutions / Number of animal management prosecutions] x 100 | 0.00% | 0.00% | 0.00% | 0.00% | No animal prosecutions were undertaken in 2023-24. |
| Food Safety Fimeliness Time taken to action food complaints Number of days between receipt and first response action for all food complaints / Number of food complaints] | 1.64 | 2.36 | 3.83 | 1.00 | Officers have made food complaints a priority, although some complaints may take days to close out. Officers have prioritised addressing the issues raised during the first contact. |
| Service standard "cod safety assessments Number of registered class 1 food premises and class 2 food premises hat receive an annual food safety assessment in accordance with the "cod Act 1984 / Number of registered class 1 food premises and class 2 ood premises that require an annual food safety assessment in accordance with the Food Act 1984] x100 | 72.38% | 64.95% | 43.88% | 71.70% | The improvement from the previous year was due to assistance of an officer secondment funded due to the impact the October 2022 floods had on officers' ability to complete assessments. |
| Food safety samples Number of food samples obtained / Required number of food samples] × 100 | New | New | New | 112.64% | Officers ensure that food sampling targets are met each year to assist in the management of risks from premises. Additional samples were taken above the required amount this may be due to resampling conducted due to failed samples or concerns from an officer about a premises. |
| Service cost Cost of food safety service Direct cost of the food safety service / Number of food premises registered or notified in accordance with the Food Act 1984] | \$393.33 | \$449.44 | \$473.27 | \$596.22 | Council has experienced a decrease in the number of registered premises, which, coupled with increased internal costs caused a corresponding increase to the premises service cost. |
| fealth and safety Critical and major non-compliance outcome notifications Number of critical non-compliance outcome notifications and major non- compliance notifications about a food premises followed up / Number of critical non-compliance outcome notifications and major non-compliance outfications about a food premises) x100 | 100.00% | 85.00% | 100.00% | 90.91% | One premises' non compliance was not followed up in 2023. A range of issues impacted the team in 2023 including ongoing work following the October 2022 floods and staff shortages. |

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REPORT OF OPERATIONS (ANNUAL REPORT INSERT)

Service Performance Indicators

| Service Performance Indicators Results | | | | | | | | |
|---|-------------|-------------|-------------|-------------|--|--|--|--|
| Service / indicator / measure | 2021 | 2022 | 2023 | 2024 | Comments | | | |
| Governance Transparency Council decisions made at meetings closed to the public [Number of Council resolutions made at meetings of Councillors, closed to the public. Number of Council resolutions made at meetings of Council or at meetings of a delegated committee consisting only of Councillors] x100 | 22.12% | 27.42% | 7.29% | 4.76% | Council continues to provide reports drafted in a format which allow more decisions to be made in meetings open to the public without the inappropriate release of confidential information. | | | |
| Consultation and engagement Satisfaction with community consultation and engagement [Community satisfaction rating out of 100 with how Council has performed on community consultation and engagement] | 51.00 | 42.00 | 49.00 | 56.00 | Council's consultation and engagement rating through its 2024 Community Satisfaction Survey showed a significant increase in satisfaction and achieved the highest level of satisfaction for Council since 2015. Consultation and engagement has been undertaken across many council service areas and includes major engagement around flood recovery, key infrastructure projects, Place Based Plans and the preparation of Council's 2024-25 Annual Budget. Community engagement remains an area of focus for Council. Campaspe Shire Council's score exceeds the average overall satisfaction level across Victoria (51) and that of Large Rural Councils (48) as per Local Government Victoria's Statewide report for 2024. | | | |
| Attendance Councillor attendance at council meetings [The sum of the number of Councillors who attended each Council meeting / (Number of Council meetings) × (Number of Councillors elected at the last Council general election)] x100 | 94.87% | 93.46% | 86.51% | 86.51% | Councillor attendance remained high. This has been aided by the continued provision of online participation in Council Meetings. | | | |
| Service cost Cost of elected representation [Direct cost of the governance service / Number of Councillors elected at the last Council general election] | \$47,294.33 | \$56,006.22 | \$61,364.00 | \$66,306.78 | The Mayoral allowance and Councillor allowances increased in line with the Victorian Independent Remuneration Tribunal. | | | |
| Satisfaction Satisfaction with council decisions [Community satisfaction rating out of 100 with how council has performed in making decisions in the interest of the community] | 52.00 | 43.00 | 47.00 | 53.00 | The 2024 Community Satisfaction Survey showed a significant increase in satisfaction with Council's decision making in the interests of our community with Council achieving the highest level of satisfaction for this measure since 2014. Campaspe Shire Council's score exceeds the average overall satisfaction level across Victoria (50) and that of Large Rural Councils (46) as per Local Government Victoria's Statewide report for 2024. | | | |
| Libraries Resource currancy Recently purchased library collection [Number of library collection items purchased in the last 5 years / Number of library collection items] x100 | 29.78% | 30.10% | 28.64% | 28.36% | | | | |
| Service cost Cost of library service per population [Direct cost of the library service / Population] | \$25.61 | \$26.56 | \$29.21 | \$33.14 | Increased allocation of funds to address the age of the physical collection and to increase digital resources to meet user demand. Increased staffing costs across the service due to casualisation, staff leave and changes in operating hours. | | | |
| Utilisation Loans per head of population [Number of library collection item loans / Population] | New | New | New | 4.19 | | | | |
| Participation Library membership | New | New | New | 24.79% | | | | |
| [Number of registered library members / Population] x100 Library visits per head of population [Number of library visits / Population] | New | New | New | 3.14 | | | | |
| Maternal and Child Health (MCH) Service standard Infant enrolments in the MCH service [Number of infants enrolled in the MCH service (from birth notifications received) / Number of birth notifications received] x100 | 101.52% | 102.27% | 101.61% | 101.09% | The trend in infant enrolments in the MCH service has generally remained steady across the last four years of reporting, demonstrating the trust and value placed in the service provided by Council. | | | |
| Service cost Cost of the MCH service [Cost of the MCH service / Hours worked by MCH nurses] | \$108.96 | \$90.17 | \$90.75 | \$94.51 | | | | |
| Participation Participation in the MCH service [Number of children who attend the MCH service at least once (in the year) / Number of children enrolled in the MCH service] x100 | 72.20% | 69.11% | 69.36% | 70.08% | This result is slightly higher than the previous two reporting periods and just within the expected range. Council will continue to review engagement practices with the MCH service to increase participation rates, particularly from 8 months - 3.5 years. | | | |

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REPORT OF OPERATIONS (ANNUAL REPORT INSERT)

Service Performance Indicators

| Service Performance indicators | | Res | ults | | |
|---|------------|------------|------------|------------|--|
| Service / indicator / measure | 2021 | 2022 | 2023 | 2024 | Comments |
| Participation Participation in the MCH service by Aboriginal children [Number of Aboriginal children who attend the MCH service at least once (in the year) / Number of Aboriginal children enrolled in the MCH service] x100 | 82.74% | 78.23% | 80.90% | 81.12% | Consistent high lavel participation in the MCH service by Aboriginal children has resulted from embedding practice change with service coordination and documentation processes. |
| Satisfaction Participation in 4-week Key Age and Stage visit (Number of 4-week key age and stage visits / Number of birth notifications received) x100 | 96.97% | 92.95% | 95.43% | 90.16% | Participation in the four-week key age and stage visit has remained on trend with prior reporting periods, demonstrating the trust and value placed in the service provided by Council. |
| Roads Satisfaction of use Sealed local road requests Number of sealed local road requests / Kilometres of sealed local roads] x100 | 15.69 | 28.65 | 39.59 | 23.80 | The number of sealed local roads requests was higher in 2022-23 as a result of the October 2022 floods. Requests in 2023-24 have returned to similar levels to the years prior to the flood. |
| Condition Sealed local roads maintained to condition standards [Number of kilometres of sealed local roads below the renewal intervention level set by Council / Kilometres of sealed local roads] x100 | 98.96% | 97.41% | 97.07% | 92.59% | A new condition assessment of the sealed road network was carried out to update the data that informs this indicator. The new data is showing that a greater number of roads have reached intervention levels than the previous data set was indicating. The roads that have reached intervention level have been induced in the 2024-26 capital works renewal program. The increase in the number of roads that have reached intervention may be the result of the extremely wet weather that has been experienced over the last few years. |
| Service cost Cost of sealed local road reconstruction [Direct cost of sealed local road reconstruction / Square metres of sealed local roads reconstructed] | \$54.72 | \$77.61 | \$68.24 | \$198.35 | There was one road reconstruction carried out in 2023-24. The cost of the works was greater than previous years due to complicating factors. These were native vegetation removal which required an external specialist to be onsite when the work was carried out. Also, the nature of the road required roadside barriers (guard ratis) to be installed on most of the length of the road. These are complications that have not been encountered on road reconstructions carried out in previous years and resulted in a large increase in the cost per square metre of reconstruction. |
| Service Cost Cost of sealed local road resealing [Direct cost of sealed local road resealing / Square metres of sealed local roads resealed] | \$6.20 | \$6.03 | \$5.06 | \$7.01 | The cost of inputs related to road resealing has increased. This has resulted in a higher per meter cost than previous years. |
| Satisfaction Satisfaction with sealed local roads (Community satisfaction rating out of 100 with how council has performed on the condition of sealed local roads) | 47.00 | 41.00 | 39.00 | 45.00 | The Community Satisfaction Survey 2024 revealed a 6 point increase in satisfaction with sealed local roads above the regional Victorian average, but the overall result means Council continues its focus on road maintenance in line with community expectations. |
| Statutory Planning Timeliness Time taken to decide planning applications (The median number of days between receipt of a planning application and a decision on the application) | 35.00 | 51.00 | 50.00 | 43.00 | The indicator remains below the State requirement of 60 days. |
| Service standard Planning applications decided within required time frames (Number of regular planning application decisions made within 60 days) + (Number of VicSmart planning application decisions made) x100 Number of planning application decisions made) x100 | 97.23% | 97.76% | 100.00% | 82.91% | Planning applications have continued to be made within appropropriate timeframes. Applications decided in timeframes has seen a change due to the assessment of a number of larger applications which have required additional stakeholder engagement to achieve good planning outcomes. |
| Service cost Cost of statutory planning service [Direct cost of the statutory planning service / Number of planning applications received] | \$1,054.69 | \$1,342.25 | \$1,654.05 | \$1,983.05 | Council has seen an increase in the cost of the service due to staff changes which has required the use of external consultants at a higher rate. |
| Decision making Council planning decisions upheld at VCAT [Number of VCAT decisions that did not set aside council's decision in relation to a planning application / Number of VCAT decisions in relation to planning applications] x100 | 80.00% | 62.50% | 50.00% | 57.14% | Council has had only seven decisions appealed at VCAT which is very low compared to the number of decisions made. Officers seek to minimise VCAT applications through working with applicants and undertaking consultation meetings when objection are received. Twu of the matters were resolved through negotiated outcomes prior to a hearing. |
| pianning applications) × 100 Waste Management Service standard | | | | | of the matters were resolved through negotiated outcor |

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REPORT OF OPERATIONS (ANNUAL REPORT INSERT)

Service Performance Indicators

| Results | | | | | | | | | |
|--|----------|----------|----------|----------|--|--|--|--|--|
| Service / indicator / measure | 2021 | 2022 | 2023 | 2024 | Comments | | | | |
| Kerbside collection bins missed [Number of kerbside garbage and recycling collection bins missed / Number of scheduled kerbside garbage and recycling collection bin lifts] x10,000 | 2.10 | 4.40 | 0.54 | 0.53 | Route mapping technology assists drivers in not missing collections. | | | | |
| Service cost Cost of kerbside garbage bin collection service [Direct cost of the kerbside garbage bin collection service / Number of kerbside garbage collection bins] | \$102.25 | \$118.63 | \$133.55 | \$146.88 | Increases in diesel and CPI continue to affect service costs. | | | | |

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REPORT OF OPERATIONS (ANNUAL REPORT INSERT)

Service Performance Indicators

| Results | | | | | | | | | |
|---|---------|---------|---------|---------|---|--|--|--|--|
| Service / indicator / measure | 2021 | 2022 | 2023 | 2024 | Comments | | | | |
| Service cost Cost of kerbside recyclables collection service [Direct cost of the kerbside recyclables bin collection service / Number of kerbside recyclables collection bins] | \$48.00 | \$64.88 | \$68.38 | \$89.94 | The increase in cost for the provision of the recycling service has primarily been driven by an increase in cost of the Material Recovery Facility (MRF) gate rate and a reduction in the value of commodities. Additional financial penalties were also incurred from the MRF due to high contamination rates of the commingled recycling bin. | | | | |
| Waste diversion Kerbside collection waste diverted from landfill [Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from | 48.46% | 48.76% | 49.85% | 48.44% | | | | | |

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PERFORMANCE STATEMENT (ANNUAL REPORT INSERT) Section 2 - Service Performance Indicators

| | 2021 | 2022 | Results 2023 | 20 | 24 | Comment | | |
|---|---------|--------|-----------------|----------------------|--------|---|--|--|
| Service / Indicator / Measure | 2021 | 2022 | 2023 | ZU. Target as per | 24 | Comment | | |
| (Formula) | Actual | Actual | Actual | budget | Actual | | | |
| Aquatic Facilities Utilisation Utilisation of aquatic facilities | 1.87 | 3.31 | 3.85 | N/A | 3.71 | The closure of the indoor facility for six weeks to carry out | | |
| (Number of visits to aquatic facilities / Municipal population) | | | | | | maintenance works contributed to the reduction in attendance numbers. While outdoor pool fees were waived for this period, there was a change to capturing data that required all users to seek a free membership for improved understanding of who is using the facility. This requirement may also have contributed to the decrease in usage. | | |
| Animal Management Health and safety | | | | | | | | |
| Animal management prosecutions | 0% | 0% | 0% | N/A | 0% | No animal prosecutions were undertaken in 2023-24. | | |
| [Number of successful animal management prosecutions / Number of animal management prosecutions] x 100 | | | | | | | | |
| Food Safety Health and safety Critical and major non-compliance outcome notifications | 100.00% | 85.00% | 100.00% | N/A | 90.91% | One premises' non compliance was not followed up in 2023. A range of issues impacted the team in 2023 including ongoing work following the October 2022 floods and staff | | |
| [Number of critical non-compliance outcome notifications and major non-compliance notifications about a food premises followed up / Number of critical non-compliance outcome notifications and major non-compliance notifications about a food premises] x100 | | | | | | shortages. | | |
| Governance Consultation and engagement Satisfaction with community consultation and engagement (Community satisfaction rating out of 100 with how Council has performed on community consultation and engagement] | 51 | 42 | 49 | 50 | 56 | Council's consultation and engagement rating through its 2024 Community Satisfaction Survey showed a significant increase in satisfaction and achieved the highest level of satisfaction for Council since 2015. Consultation and engagement has been undertaken across many council service areas and includes major engagement around flood recovery, key infrastructure projects, Place Based Plans and the preparation of Council's 2024-25 Annual Budget. Community engagement remains an area of focus for Council. Campaspe Shire Council's score exceeds the average overall satisfaction level across Victoria (51) and that of Large Rural Councils (48) as per Local Government | | |
| Libraries Participation Library membership (Number of registered library members / | #N/A | #N/A | #N/A | N/A | 24.79% | Victoria's Statewide report for 2024. | | |
| Population] x100 Maternal and Child Health (MCH) Participation Participation in the MCH service | 72.20% | 69.11% | 69.36% | N/A | 70.08% | This result is slightly higher than the previous two reporting | | |

LG-Model-Sector-Performance-Report-template-2023-24-v1.3-ABS-Update ELT.xlsx

Output 2-Performance Statement OFFICIAL

Attachment 8.3.2.2

OFFICIAL

| PERFORMANCE STATEMENT (ANNUAL REF | PORT INSERT) | - | | | | |
|--|--------------|--------|---------|--------|--------|---|
| [Number of children who attend the MCH service at least once (in the year) / Number of children enrolled in the MCH service] x100 | | | | | | periods and just within the expected range. Council will continue to review engagement practices with the MCH service to increase participation rates, particularly from 8 months - 3.5 years. |
| Participation in the MCH service by Aboriginal children [Number of Aboriginal children who attend the MCH service at least once (in the year) / Number of Aboriginal children enrolled in the MCH service] x100 | 82.74% | 78.23% | 80.90% | N/A | 81.12% | Consistent high level participation in the MCH service by Aboriginal children has resulted from embedding practice change with service coordination and documentation processes. |
| Roads Condition Sealed local roads maintained to condition standards [Number of kilometres of sealed local roads below the renewal intervention level set by Council / Kilometres of sealed local roads] x100 | 98.96% | 97.41% | 97.07% | 98.00% | 92.59% | A new condition assessment of the sealed road network was carried out to update the data that informs this indicator. The new data is showing that a greater number of roads have reached intervention levels than the previous data set was indicating. The roads that have reached intervention |
| Statutory Planning Service standard Planning applications decided within required time frames ((Number of regular planning application decisions made within 60 days) + (Number of VicSmart planning application decisions made within 10 days)) Number of planning application decisions made ix100 | 97.23% | 97.76% | 100.00% | 90.00% | 82.91% | Planning applications have continued to be made within appropropriate timeframes. Applications decided in timeframes has seen a change due to the assessment of a number of larger applications which have required additional stakeholder engagement to achieve good planning outcomes. |
| Waste Management Waste diversion Kerbside collection waste diverted from landfill Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins 1×100 | 48.46% | 48.76% | 49.85% | 50.00% | 48.44% | |

LG-Model-Sector-Performance-Report-template-2023-24-v1.3-ABS-Update ELT.xlsx

Output 2-Performance Statement OFFICIAL

PERFORMANCE STATEMENT (ANNUAL REPORT INSERT)

Section 3 - Financial Performance Indicators

| Section 3 - Financial Perfor | rmance In | dicators | | | | | | | | |
|---|------------|------------|------------|-------------------------|------------|------------|------------|------------|------------|---|
| | | | Results | | | | Fore | | | |
| | 2021 | 2022 | 2023 | - | 24 | 2025 | 2026 | 2027 | 2028 | Material Variations and Comments |
| Dimension / Indicator / Measure [Formula] | Actual | Actual | Actual | Target as per budget | Actual | Forecasts | Forecasts | Forecasts | Forecasts | |
| Efficiency Expenditure level Expenses per property assessment [Total expenses / Number of property assessments] | \$4,202.70 | \$4,034.29 | \$4,916.02 | \$4,320.00 | \$4,918.05 | \$4,838.45 | \$4,810.87 | \$4,894.37 | \$4,995.78 | |
| Revenue level Average rate per property assessment [Sum of all general rates and municipal charges / Number of property assessments] | \$1,830.88 | \$1,865.47 | \$1,860.38 | \$2,002.00 | \$1,983.35 | \$2,138.93 | \$2,192.38 | \$2,247.18 | \$2,303.35 | |
| Liquidity Working capital Current assets compared to current liabilities [Current assets / Current liabilities] x100 | 383.24% | 319.42% | 454.75% | 324.68% | 389.88% | 326.94% | 315.22% | 374.72% | 374.56% | The result of Council not receiving the 2024/25 financial assistance grant funding of \$13.46 million in advance before 30 June 2024 (as had been the practice in previous financial years). Had Council received the funding in advance, the percentage would have been 404.60%. This is still below the |
| Unrestricted cash | | | | | | | | | | 454.75% for 2022/23 actual, however, Council did receive grant funding for the October 2022 flood as well as not expend the planned capital works program (due to the flood), which contributed to the 454.75% for the 2022/23 financial year. |
| Unrestricted cash compared to current liabilities [Unrestricted cash / Current liabilities] x100 | 232.48% | 213.31% | 314.48% | 213.81% | 262.36% | 290.89% | 280.37% | 331.99% | 332.70% | When compared to the previous years, overall reduction in cash held by Council due to expending 2022/23 capital works carryover of over \$12 million, as well as Council not receiving the 2024/25 financial assistance grant funding of \$13.46 million in advance before 30 June 2024 (as had been the practice in previous financial years). |
| Obligations Loans and borrowings Loans and borrowings compared to rates [Interest bearing loans and borrowings / Rate revenuel x100 | 7.45% | 14.24% | 12.08% | 8.12% | 8.09% | 4.56% | 2.12% | 0.00% | 0.00% | Council continues to pay down loans each financial year, resulting in this percentage decreasing towards 0% (forecast to occur in the 2026/27 financial year). |
| Loans and borrowings repayments compared to rates [Interest and principal repayments on interest bearing loans and borrowings / Rate revenue] x100 | 2.63% | 2.54% | 3.66% | 3.53% | 3.52% | 3.46% | 2.39% | 2.05% | 0.00% | |
| Indebtedness Non-current liabilities compared to own source revenue [Non-current liabilities / Own source revenue] x100 | 7.03% | 11.12% | 7.72% | 6.78% | 5.21% | 5.71% | 3.87% | 3.62% | 3.50% | Reduction is the result of Council paying down loans by \$2.66 million for the 2023/24 financial year, when compared to the 2022/23 financial year. |

Output 2-Performance Statement OFFICIAL

Attachment 8.3.2.2

OFFICIAL

| PERFORMANCE STATEMENT (ANNUAL REF | PORT INSERT) | | | | | | | | | |
|--|--------------|---------|--------|---------|---------|---------|---------|--------|--------|--|
| Asset renewal and upgrade Asset renewal and upgrade compared to depreciation [Asset renewal and asset upgrade expense / Asset depreciation] x100 | 95.37% | 116.15% | 71.76% | 109.24% | 141.40% | 121.69% | 145.26% | 88.97% | 96.94% | Council's 2022/23 percentage was impacted by the October 2022 flood, which resulted in planned renewal and upgrade capital works not being started or started late (and not completed) in the 2022/23 financial year. These projects, for a total over \$12 million, were rolled into 2023/24 financial year and completed. Essentially, a timing variance. |
| Operating position Adjusted underlying result Adjusted underlying surplus (or deficit) [Adjusted underlying surplus (deficit)/ Adjusted underlying revenue] x100 | -11.83% | -0.75% | -3.26% | -8.93% | -26.51% | -4.16% | -1.40% | -0.63% | -0.87% | The result of Council not receiving the 2024/25 financial assistance grant funding of \$13.46 million in advance before 30 June 2024 (as had been the practice in previous financial years), as well as not budgeting for the net loss of disposal of property, infrastructure, plant and equipment of \$7.35 million. Adjusting for these two variances, the adjusted underlying deficit would have actually been a surplus of 1.08% |
| Stability Rates concentration Rates compared to adjusted underlying revenue [Rate revenue / Adjusted underlying revenue] x100 | 56.17% | 53.55% | 45.33% | 58.11% | 59.01% | 53.37% | 53.76% | 54.64% | 55.41% | Percentage ratio is higher than expected as a result of Council not receiving the 2024/25 financial assistance grant funding of \$13.46 million in advance before 30 June 2024 (as had been the practice in previous financial years). This means, as a percentage, rates revenue makes up a larger proportion of the overall revenue total as operating grants is lower than originally budgeted for as a result of not receiving the financial assistance grant in advance. |
| Rates effort Rates compared to property values [Rate revenue / Capital improved value of rateable properties in the municipality] x100 | 0.54% | 0.50% | 0.42% | 0.44% | 0.37% | 0.37% | 0.37% | 0.37% | 0.38% | A calculation error resulted in Council's reported budgeted percentage to be 0.44%, when on review it should have been 0.37% (\$48.969 million rates revenue divided by \$13,237,099 million land valuation). |

LG-Model-Sector-Performance-Report-template-2023-24-v1.3-ABS-Update ELT.xlsx

Output 2-Performance Statement OFFICIAL

PERFORMANCE STATEMENT (ANNUAL REPORT INSERT)

Section 4 - Sustainable Capacity Indicators

| | 2021 | 2022 | 2023 | 2024 | Comment |
|---|-------------|-------------|-------------|-------------|---|
| Indicator / Measure [Formula] | Actual | Actual | Actual | Actual | |
| Population Expenses per head of municipal population [Total expenses / Municipal population] | \$2,361.99 | \$2,280.81 | \$2,736.75 | \$2,760.86 | |
| Infrastructure per head of municipal population [Value of infrastructure / Municipal population] | \$15,806.53 | \$16,752.45 | \$16,655.70 | \$18,015.93 | |
| Population density per length of road [Municipal population / Kilometres of local roads] | 9.40 | 9.42 | 9.61 | 9.54 | |
| Own-source revenue Own-source revenue per head of municipal population [Own-source revenue / Municipal population] | \$1,611.79 | \$1,677.69 | \$1,755.32 | \$1,944.72 | Higher when compared to previous year due to additional (actual greater than budget) interest on revenue of \$2.76 million and inclusion of Campaspe Port Enterprise revenue in Council's consolidated accounts of \$2.20 million |
| Recurrent grants Recurrent grants per head of municipal population [Recurrent grants / Municipal population] | \$442.07 | \$552.43 | \$579.40 | \$123.68 | Lower when compared to the prior years as a result of Council not receiving the 2024/25 financial assistance grant funding of \$13.46 million in advance before 30 June 2024 (as had been the practice in previous financial years). |
| Disadvantage Relative Socio-Economic Disadvantage [Index of Relative Socio-Economic Disadvantage by decile] | 3.00 | 3.00 | 3.00 | 3.00 | |
| Workforce turnover Percentage of staff turnover [Number of permanent staff resignations and terminations / Average number of permanent staff for the financial year] x100 | 15.2% | 17.3% | 13.6% | 14.9% | |

LG-Model-Sector-Performance-Report-template-2023-24-v1.3-ABS-Update ELT.xlsx

Output 2-Performance Statement OFFICIAL

8.3.3 Audit and Risk Committee Annual Report

| Directorate: | Corporate | | | | | | |
|--------------------------|--|--|--|--|--|--|--|
| Responsible Officer: | Manager Governance and Risk | | | | | | |
| Manager: | Director Corporate | | | | | | |
| Attachments: | Audit Risk Committee Annual Report 2023 2024 1 [8.3.3.1 - 9 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: | Audit & Risk Committee Charter. | | | | | | |

1. PURPOSE

The report presents the Audit and Risk Committee's Annual Report to Council, in accordance with the Committee's Charter and section 54(5) of the Local Government Act 2020 (the Act).

2. **RECOMMENDATION**

That Council:

- 1. Receive the Audit and Risk Committee Annual Report;
- 2. Affirm that the report demonstrates the Committee has discharged its responsibilities, as described in the Audit and Risk Committee Charter, for the reporting period; and
- 3. Thank the Audit and Risk Committee for its work.

3. BACKGROUND

Council is required to establish an Audit and Risk Committee, under the Local Government Act 2020 and section 54(5) requires the Committee to prepare a biannual audit and risk report that describes the activities of the Committee and includes its findings and recommendations. The report must be provided to the CEO for tabling at the next Council Meeting.

An annual report on the activities against the Committee's Charter was presented to the Audit and Risk Committee at its meeting on 6 September 2024 and the Committee endorsed it for presentation to Council.

Previous Council Discussion

The Audit and Risk Committee provided its half-yearly report for the period 1 July 2023 – 31 December 2023 at the March 2024 Council Meeting.

4. DISCUSSION

The attached report outlines the activities of the Committee, including its findings and recommendations, for the reporting period 1 July 2023 - 30 June 2024. Significant matters considered by the Committee in the twelve-month period include:

- Reviewed and recommended for adoption the Annual Financial Report and Annual Performance Statement for 2022-23
- Reviewed the Victorian Auditor General's appointed auditors' management letter
- Endorsed proposed activities to review and update Council's Risk Management Framework
- Received an overview of Council's cyber security
- Reviewed the outcomes of the Procurement and Contract Management Audit and endorsed the Internal Audit Program for 2024-25 and associated audit scopes
- Reviewed the Audit and Risk Committee Charter
- Completed its self-assessment as required under the Act
- Appointed Simone Knight as Chair.

5. STAKEHOLDER ENGAGEMENT

Internal consultation:

• The Audit and Risk Committee considered its Annual Report at its meeting on 6 September 2024.

Councillors:

• Councillor Briefing – 3 September 2024.

External consultation:

Not required

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: Community influence - Nil.

As the report considers the activity of a Committee, consultation is not required.

Public Transparency Policy

The provision of this report provides transparency around the management of Council's audit and risk program, in line with the Public Transparency Policy and the requirements of the Act.

6. LEGISLATIVE CONTEXT

Local Government Act 2020 (Vic).

The Local Government Act 2020 requires this report under section 54.

7. FINANCIAL AND OTHER RESOURCE IMPLICATIONS

There are no financial or other resource implications in the development or consideration of this report.

8. ENVIRONMENTAL IMPLICATIONS

There are no environmental implications in the development or consideration of this report.

9. OPPORTUNITIES AND RISK

Opportunities:

The report presents an opportunity to demonstrate to the community how Council proactively manages its risk and audit responsibilities.

Risk:

Compliance Risk. Reputation Risk.

Risk: That the Committee does not appropriately report its activities in overseeing the audit and risk program, leading to loss of community trust and confidence in Council. Council manages this risk by reviewing the report with the Audit and Risk Committee and Councillors to ensure it accurately reports the work of the Committee.

Risk: That the Committee does not provide the report in a timely or compliant manner, leading to an adverse finding by a regulatory or integrity agency. Council manages this risk by ensuring that the delivery of the biannual report is included in the Committee's annual work plan.

10. CONCLUSION

The Audit and Risk Committee Annual Report as attached provides an accurate report of the Committee's activities, including its findings and recommendations for the reporting period.



Audit and Risk Committee Annual Report 2023-24



Council Meeting - 16 September 2024 Agenda

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| 1. | Message from the Chairperson | 3 |
|----|---|---|
| 2. | Audit & Risk Committee Purpose | 4 |
| 3. | Memberships, Meetings and Performance | 5 |
| 4. | Audit & Risk Committee Activities 2023-24 | 6 |

Audit & Risk Committee Annual Report 2022-23

1. MESSAGE FROM THE CHAIRPERSON

The Audit and Risk Committee Charter, in alignment with the Local Government Act 2020, requires the chairperson of the Campaspe Shire Council Audit and Risk Committee, to prepare two reports to Council per annum, through the Chief Executive Officer, on the Committee's activities. The Committee has agreed that a mid-year report be prepared for the 1 July - 31 December period with an annual report covering the full financial year. These reports provide the Council with details of how the Committee has discharged its responsibilities contained in the Committee's Charter. The half yearly report for this financial year was presented to Council at its meeting held on 19 March 2024.

This is the Annual Report for the 2023-24 financial year.

The key purpose of this report is to:

- Increase awareness of the composition, purpose, role and responsibilities of the Audit and Risk Committee;
- Outline the activities of the Audit and Risk Committee;
- Provide Council and the Community with confidence about the oversight provided on Council's operations, risk management, governance, internal controls and financial management.

During the 2023-24 financial year, Council's internal auditor, AFS & Associates, presented a program of three separate internal audit reviews. At the end of their tenure, RSD Audit were appointed as the Internal Auditors for Council and they have presented one internal audit review. Further details of these audits can be found in section 4 of this report.

This year the Committee provided oversight to the implementation of numerous internal audit recommendations and Council's Internal Auditor has verified the implementation of the recommendations that addressed the identified risks.

For the 2023-24 financial year the Victorian Auditor General's Office (VAGO) appointed Johnsons MME as its external audit agent for Campaspe Shire. The external auditors play a key role in providing the Committee and Council with confidence that the annual financial audit fully reflects the financial performance of Council.

In addition to the formal audit programs, the Committee reviews Council's quarterly finance reports to ensure that any financial risks are being appropriately managed and are an accurate reflection of Council's financial position. Council responses to a number of VAGO audit report recommendations were also considered.

The Committee adds value to the Council's governance and control processes through the diverse experience and knowledge of its members.

On behalf of the Committee, I wish to acknowledge the professionalism and support of the Victorian Auditor General's appointed external audit agents, Johnsons MME and Council's internal auditors, AFS and Associates and RSD Audit. I also thank the CEO, the Manager Governance & Risk and all other Council officers who contribute to the work of the Committee.

Finally, I thank all my fellow Audit and Risk Committee members (Councillors and independent members) for their participation, diligence, professionalism and contributions throughout 2023-24. I also wish to thank the Mayor, Councillor Rob Amos for his participation and attendance at ARC meetings.

Simone Knight – Chair & External Member

2. AUDIT & RISK COMMITTEE PURPOSE

The Audit and Risk Committee (the Committee) operates under a Charter that defines the role, responsibilities, composition and operation of the Committee. This Charter was reviewed, updated and adopted by Council on 21 November 2023.

The Committee's purpose is to support Council in discharging its oversight responsibilities related to:

- financial and performance reporting,
- risk management,
- fraud prevention systems and controls,
- maintenance of a sound internal control environment,
- assurance activities including internal and external audit functions; and
- Council's performance with regard to compliance with its policy and legislative requirements.

Further details of the Committee's responsibilities under each of the above points can be found in the Committee's Charter that is available on Council's website.

The Committee achieves its purpose by monitoring, reviewing, endorsing and advising on the above matters.

To ensure that the Committee is appropriately discharging its responsibilities, the Committee can request information from management on issues, within its areas of responsibility. This assists the Committee in providing further assurance to Council that it is meeting the responsibilities contained in the adopted Charter.

Audit & Risk Committee Annual Report 2023-24

3. MEMBERSHIPS, MEETINGS AND PERFORMANCE

Committee membership comprises three external members and two Councillors, with support provided by the Corporate Division staff and the Chief Executive Officer.

The Committee is required to meet a minimum of four times each year, based on the approved Charter.

For the 2023-24 year the Committee met five times as follows:

| 15 September 202 | 3 1 | December 202 | 3 | 10 May 2024 | |
|------------------|----------------|--------------|------------------|-------------|--|
| • | ۲ | | • | | |
| 20 | 6 October 2023 | | 16 February 2024 | | |

The following is a table of attendance for each of the Committee Members for the financial year:

| Committee member | Eligible to attend | Attended |
|--|--------------------|----------|
| Linda MacRae (Full Member) | 5 | 5 |
| Simone Knight (Full member) | 5 | 5 |
| Chris Gillard (Full Member) | 5 | 4 |
| Cr Tony Marwood (Councillor Member) | 5 | 5 |
| Cr Paul Jarman (Councillor Member) | 5 | 4 |
| AFS Chartered Accountants (internal auditor) | 1 | 1 |
| RSD Audit | 4 | 3 |
| JohnsonsMME (external auditor) | 5 | 2 |

In addition to the appointed members of the Committee, the Committee Charter provides for the Mayor or any other Councillor to attend a meeting of the Audit and Risk Committee as an observer. The Mayor attended three of the meetings held during the reporting period.

Each year the Committee undertakes a self-assessment of its performance against the Campaspe Shire Council's Audit and Risk Committee Charter. This assessment was undertaken in May 2024 by RSD Audit, Council's appointed internal auditor.

The results of this self-assessment were independently collated and of the five (5) committee members invited to participate, four (4) committee members responded.

The following is an excerpt from the RSD Audit report on the summary of results from the self-assessment.

Overall Result

Overall the average score from Audit and Risk Committee ('Committee') members was 4.23.

The areas where the Committee scored the highest, include the effectiveness & skills of the Audit and Risk Committee, external audit and financial and performance management.

4. AUDIT & RISK COMMITTEE ACTIVITIES 2023-24

The following table outlines the activities of the Committee during the reporting period under the areas of responsibilities defined within the Audit and Risk Committee Charter.

Financial & Performance Reporting

15 September 2023

• Review of the Annual Financial Report and Annual Performance Statement for the 2022/23 year were considered by the Committee. The review included presentation and discussion of the Victorian Auditor General's Office (VAGO) drafts of the 2022-23 Financial Management Letter, Financial Statements, Performance Statement and Closing Report. After review and consideration of all documentation, the Committee recommended to Council that the Annual Financial Statements and Performance Statement be signed.

26 October 2023

• Reviewed Quarterly Financial Report.

16February 2024

- Received the Quarterly Budget Report for the period ended 31 December 2023.
- Received a report on the Councillors Expenses & Reimbursements Summary.

10 May 2024

- Received an update on changes to the Local Government Performance Reporting Framework (LGPRF).
- Reviewed Quarterly Financial Report.
- Received a report on Campaspe Port Enterprises Pty Ltd Audit Strategy
- Received a report on the Councillors Expenses & Reimbursements Summary.

Internal Control Environment

26 October 2023

- Received a Policy Timetable providing clarity of the policies that require Audit and Risk Committee consideration and review prior to the consideration and approval by Council or the Chief Executive Officer.
- Received a report to ensure a program is in place to test compliance with systems and controls.

1 December 2023

- Reviewed significant changes to key systems and considered impacts of changes on Council's risk profile.
- Received a report to ensure a program is in place to test compliance with systems and controls.

16 February 2024

• Received a Policy Timetable providing clarity of the policies that require Audit and Risk Committee consideration and review prior to the consideration and approval by Council or the Chief Executive Officer.

10 May 2024

• Received a report to ensure a program is in place to test compliance with systems and controls.

Risk Management

15 September 2023

• Reviewed Council's risk profile and endorsed the Strategic Risk Register and the proposed changes to the register, recommending to Council that the updated Strategic Risk Register be approved.

26 October 2023

- Received a risk management update advising Council has completed its Strategic Risk Review in line with the recommendations of the Committee.
- Received an update on Disaster Recovery & Cyber Security.
- Received Council's insurance program noting the increase in insurance premiums incurred by Council.

1 December 2023

- Reviewed Council's Risk Register and significant changes to it.
- Reviewed the BCP framework and testing regime.
- Received an overview of security including cyber security.

16 February 2024

• Reviewed Council's risk register and significant changes to it.

10 May 2024

- Note and endorsed the planned activities to review the Council's Risk Management Framework, which were later presented to the Council.
- Received an overview of security including cyber security.
- Received an update on the current status of the Business Continuity Program and Disaster Recovery testing regime.

Fraud Prevention Systems & Controls

At all meetings:

- There have been no reported incidents of fraudulent of corrupt behaviour during this reporting period.
- The CEO reported two allegations of unethical behaviour that were being responded to through appropriate channels. These did not present a financial risk to Council.

26 October 2023

• Reviewed Council's fraud prevention systems and controls.

Internal Audit

15 September 2023

- Reviewed the outcome of the Procurement & Contract Management Audit completed by the Internal Auditor, noting that management accepted seven of the ten recommendations made by the Auditor.
- Reviewed the Human Resources and Payment of Reimbursements to Staff and Councillors Internal Audit completed by the Internal Auditor, noting that management accepted all recommendations made by the Auditor.
- Reviewed the status of delivery of the Annual Internal Audit Plan and Scopes of Proposed Internal Audit Reviews.
- Received a report in relation to the appointment of an internal audit provider and endorsed the outcome of the audit provider tender process and recommended to Council for approval.
- Met with the Internal Auditor in the absence of management. There were no issues identified requiring action from this meeting.

26 October 2023

Audit & Risk Committee Annual Report 2023-24

- Reviewed the progress by management on open internal audit recommendations viewed the status and delivery of the annual Internal Audit Plan.
- Reviewed the updated outcome of the Procurement & Contract Management Audit completed by the Internal Auditor, noting that management accepted all recommendations made by the Auditor.

16 February 2024

 Reviewed key policies based on timeline, noting that three of the fourteen listed policies were overdue for review.

10 May 2024

- Received an update of the Internal Audit Program status and scope of upcoming audits, noting to endorse the recommendation to remove the Essential Eight Benchmarking audit as it is now being undertaken with another provider.
- Reviewed the progress by management on open internal audit recommendations.

External Audit

15 September 2023

• The Committee met without management. There were no issues identified requiring action from this meeting.

26 October 2023

• Reviewed the performance of the external audit function.

1 December 2023

• Received a report on the progress of addressing the management letter points raised by the Victorian Auditor General appointed auditors.

10 May 2024

- Received a report on the external audit scope and plan for the 2024 financial year external audit.
- Received an update on management letter actions from previous audits.
- Received a report released by VAGO Results of the 2022-23 Audits: Local Government (hereinafter referred to as LG Report).

Compliance Management

26 October 2023

• Received a summary of recommendations coming out of Operation Sandon.

16 February 2024

- Reviewed notifications that were received from the Victorian State Government in relation to: - Strathbogie Shire Council suspended, Administrator appointed.
 - A monitor and a second monitor has been appointed to Moonee Valley City Council.

10 May 2024

- Reviewed notifications that were received from the Victorian State Government in relation to:
 - Strathbogie Shire Council Administrator re-appointed.
 - Geelong Municipal monitors appointed
 - Monitors reappointed to Glenelg Shire Council
 - Monitors appointed to Darebin City Council
- Noted the Gift and Hospitality Register

Reporting to Council

15 September 2023

• A draft 2022-2023 Audit and Risk Committee Annual Report was reviewed and recommended to be presented to Council at the next available meeting. The report was included in the agenda of Council's meeting held on the 17 October 2023.

16 February 2024

Audit & Risk Committee Annual Report 2023-24

• A draft Half Yearly Report for the period 1 July 2023 to 31 December 2023 was reviewed and recommended to be presented to Council at the next available meeting. The report was included in the agenda of Council's meeting held on 19 March 2024.

Performance Evaluation

26 October 2023

• Reviewed the Performance of the External Audit Function

10 May 2024

• Reviewed the results of the self-assessment of the Committee's performance.

Review of Charter

26 October 2023

• Reviewed the Audit and Risk Committee Charter, in particular the section relating to member remuneration for Chair and Independent members and recommended it be presented to Council for adoption at the next available meeting. The Charter was included in the agenda of Council's meeting held on 21 November 2023.

Other Matters

26 October 2023

- Received a report on Procurement Performance KPI's
- · Received a report on staff with excess leave
- Received a quarterly OHS Report

10 May 2024

- Reviewed Personal Interest Return requirements for the Audit and Risk Committee members
- Received an Asset Accounting update

At all meetings the Committee:

- Reviewed the Annual Work Plan of the Committee.
- Received a report summarising Councillor expenses & reimbursements received in accordance with Council's adopted Councillor Expenses Policy.

Audit & Risk Committee Annual Report 2023-24

8.3.4 Council Plan 2021-25 Year 4 Action Plan – adoption.

| Directorate: | Corporate | | |
|--------------------------|--|--|--|
| Responsible Officer: | Manager Governance and Risk | | |
| Manager: | Director Corporate | | |
| Attachments: | 1. DRAFT Council Plan 2021-25 Year 4_ Action Plan V 3 [8.3.4.1 - 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: | Enablers Organisational strategy and performance. | | |
| Other Strategic Context: | Council Plan | | |

1. PURPOSE

The report presents the proposed Council Plan 2021-2025 Year 4 Action Plan for consideration.

2. **RECOMMENDATION**

That Council adopt the Council Plan 2021-2025 Year 4 Action Plan as attached to this report.

3. BACKGROUND

Councils are required under the Local Government Act 2020 (the Act) to prepare and adopt a fouryear Council Plan and to report annually on its progress against the plan. Council adopted its plan in October 2021.

Council has developed and adopted annual action plans to assist the organisation in meeting the objectives of the Council Plan and the action plans are reported quarterly to Council and the community.

Previous Council Discussion

Quarterly updates against the annual plan for 2023/24 have been presented to Council meetings in:

- August 2023
- November 2023
- May 2024
- August 2024

The proposed Year 4 Action Plan was presented to Councillors for discussion at a Briefing on 3 September 2024.

4. **DISCUSSION**

The 2024-25 year is the final year of the current Council Plan. The attached actions include:

- outstanding actions from the 2023-24 Action Plan.
- outstanding actions from the Community Satisfaction Survey Action Plan.
- new commitments adopted as part of the 2024-25 Budget, including the activities funded as part of the community engagement process.

5. STAKEHOLDER ENGAGEMENT

Annual action plans are developed in consultation with service areas across Council, and with consideration of community and Councillor feedback received during the year.

Internal consultation:

• Executive Leadership Team:

Councillors:

• Councillor Briefing – 3 September 2024

External consultation:

Not required.

Community Engagement

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

While specific engagement is not undertaken for the annual action plan, the Council Plan 2021-25 from which it derives was developed after community consultation. The Year 4 Action Plan also incorporates actions developed as a response to the 2023 Community Satisfaction Survey result.

Public Transparency Policy

The Council Plan 2021-25 Year 4 Action Plan will be published on Council's website, and progress against it reported to public meetings each quarter, consistent with the Public Transparency Policy.

6. LEGISLATIVE CONTEXT

Local Government Act 2020 (Vic).

Council is required, under section 90 of the Local Government Act 2020, to prepare and adopt a four-year Council Plan, and under section 18, to report to the municipal community, at least once each year, on the implementation of the Council Plan.

7. FINANCIAL AND OTHER RESOURCE IMPLICATIONS

All initiatives in the action plan have been accounted for in the 2024-25 Budget or are subject to appropriate funding being obtained.

8. ENVIRONMENTAL IMPLICATIONS

A number of actions in the action plan address environmental considerations but do not have any adverse environmental implications.

9. OPPORTUNITIES AND RISK

Opportunities:

Annual action plans against the Council Plan provide an opportunity for Council to monitor and report to the community its progress against its commitments, and to consider in an ongoing way additional initiatives which may support the delivery of the Council Plan's strategic objectives.

Risk:

Compliance Risk. Reputation Risk.

Risk: That Council does not effectively monitor or report actions against the Council Plan, leading to reputational damage in the community, and lack of progress towards its strategic objectives. Council manages this risk by developing annual action plans with specific activities against which to measure its progress toward the Council Plan's strategic objectives.

Risk: That Council is not compliant with its obligations to report at least once a year on its progress against the Council Plan. Council manages this risk by developing annual plans which are scheduled for quarterly reports at public Council Meetings.

10. CONCLUSION

The report presents an annual action plan to support the Council in delivering its Council Plan 2021-25 objectives, capturing outstanding actions from previous periods within the Council Plan period, amalgamating outstanding actions from the Community Satisfaction Survey 2023 Action Plan, and incorporating new initiatives funded under the 2024-25 Budget.

| Strategy | | Major Initiative |
|---|----|---|
| | | Deliver an Echuca and District Livestock Exchange Strategy that will define the priorities and strategic objectives of the service for the future |
| | 2 | Complete the Industrial Land supply and demand analysis |
| Flourishing local economy | 3 | Complete renewal and upgrade works at the Echuca Aerodrome |
| | 4 | Continue to implement upgrades to the Echuca Holiday Park identified through the master plan |
| | 5 | Develop public art activities as described in the 2024-25 Budget Community Project Ideas |
| | 6 | Develop an emissions reduction plan to assist in the delivery of Councils Environmental strategy |
| | 7 | Initiate community engagement on the kerbside reform program (glass and FOGO service) |
| Resilient protected and healthy natural environment | 8 | Develop a waste app to support the community's use of our kerbside services and streamline communication |
| | 9 | Carry out sampling and testing on closed landfills to understand the environmental risks and identify remediation actions |
| | 10 | Continue to advocate to the Commonwealth Government on implementation of the Murray Darling Basin Plan to ensure our businesses, industries, communities and the environment are protected from the impacts of the reintroduction of water buy backs. |
| | 11 | Commence implementation of the Urban Forest Plan action items |
| | 12 | Complete the Rushworth (Waranga) Rail Trail |
| | 13 | Complete the construction of Breen Ave Shared User Path (Kyabram) |
| | 14 | Complete the construction of the Echuca East Recreation Reserve pump bike track |
| | 15 | Commence an integrated planning approach to the growth and development of our townships |

Page 1 of 4

| Strategy | | Major Initiative |
|----------------------|----|---|
| | 16 | Review the Echuca West Precinct Structure Plan and Development Contributions Plan to ensure adequate infrastructure for our growing population |
| | 17 | Develop a Property Strategy to support Council's land and underlying infrastructure objectives |
| Well planned places | 18 | Continue development of the Rochester Flood Study including incorporation of the Lake Eppalock Technical Assessment. |
| weil plainteu places | 19 | Commence implementation of the Echuca Moama Torrumbarry Flood Study including finalisation of the assessment mitigation options. |
| | 20 | Complete the purchase of additional portable storm water pumps and associated equipment to enhance theflood protection of Echuca |
| | 21 | Review Council's Asset Management Strategy |
| | 22 | Develop an Aquatic Strategy for the municipality |
| | 23 | Commence the review of traffic movement at Victoria 'Park Boat Ramp |
| | 24 | Complete construction works at the Victoria Park Boat ramp, including the accessible ramp and pontoon works |
| | 25 | Deliver a Library Services Strategy that will define the priorities and strategic objectives of the service |
| | 26 | We will review and update the 10-year Finance Plan |
| | 27 | Deliver two new dog parks at Tongala and Kyabram and public amenities at Echuca Apex Park and Colbinabbin through the Local Roads and Community Infrastructure 4 (LRCI 4) program |
| | 28 | Work with community groups to increase activities at stadiums, including provision of Council run programs for community participation |
| | 29 | Progress the phased roll out of security upgrades to Council facilities |
| | 30 | Deliver a Festival & Events Strategy |

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| Strategy | | Major Initiative |
|-------------------------|----|--|
| | 31 | Deliver an Arts & Culture Strategy |
| Growing quality of life | 32 | Implement actions from the Campaspe Economic Development and Tourism Strategy |
| | 33 | Deliver a Libraries Strategy |
| | 34 | Deliver a contemporary War memorial in Echuca |
| | 35 | Develop Foundry Arts Space into an activated space that supports creative practitioners through workshops, exhibitions and storage (under the Echuca Arts Precinct Masterplan) |
| | 36 | Community Project Ideas - Recreation Facilities: includes Shade Sails/Structures, Seating and BBQ, Hydration Stations and Sporting Infrastructure |
| | 37 | Continue advocacy for funding Rochester War Memorial pool construction |
| | 38 | Community Project Idea - Splash Park Scope |
| | 39 | Community Project Idea - Public Amenities Scoping |
| | 40 | Continue to implement communications media monitoring – to allow electronic monitoring of all media, including social media |
| | 41 | Complete a review and update of Council's appetite for risk and Risk Management Framework |
| | 42 | Develop a Governance Business Plan and Good Governance Framework |
| | 43 | Develop and commence rollout of a whole-of- Council Compliance Program including policy review and management |
| | 44 | Commence the process to purchase a new truck, trailer and mower to create a new parks and gardens town entry maintenance crew |

| Strategy | | Major Initiative |
|------------------------|----|---|
| Organisational support | | Implement Stage 1A of the TechnologyOne Property and Rating Transition including Customer Request Management and Sundry Debtors |
| | 46 | Commence Planning for Stage 1B of the TechnologyOne Property and Rating Transition including Infringements and Animal Management |
| | 47 | Implement a new Contract Management System |
| | 48 | Develop a new People & Culture Strategy |
| | 49 | Review and update the 10-year Finance Plan |
| | 50 | Continue to focus on Information and Communication Technology security |
| | 51 | Continue to update key technology systems to improve customer interactions, for both external and internal customers |

8.3.5 Election Period Update

| Directorate: | Corporate | | | |
|--------------------------|--|--|--|--|
| Responsible Officer: | Manager Governance and Risk | | | |
| Manager: | Director Corporate | | | |
| Attachments: | 1. Election Period Policy February 2024 [8.3.5.1 - 8 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: | Election Period Policy | | | |

1. PURPOSE

This report informs Council and the community, including potential election candidates, how Council will implement its Election Period Policy (attached) during the election period prior to the general election to be held 26 October 2024.

2. **RECOMMENDATION**

That Council note the report on the requirements of the Election Period Policy.

3. BACKGROUND

General elections will be held across most Victorian councils on 26 October 2024. In accordance with the Local Government Act 2020 (the Act), councils enter an election period prior to the election, commencing 12pm on 17 September 2024 and finishing at 6pm on 26 October 2024, the nominated election date.

Council is required to adopt and implement an Election Period Policy under the Local Government Act 2020 (the Act). The Act (s 69) states that the Election Period Policy must prohibit any Council decision during the election period for a general election that—

- relates to the appointment or remuneration of the Chief Executive Officer but not to the appointment or remuneration of an Acting Chief Executive Officer; or
- commits the Council to expenditure exceeding one per cent of the Council's income from general rates, municipal charges and service rates and charges in the preceding financial year; or
- the Council considers could be reasonably deferred until the next Council is in place; or
- the Council considers should not be made during an election period.

An election period policy must also prohibit 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.

Previous Council Discussion

Council reviewed its Election Period Policy in February 2024.

4. DISCUSSION

Council's Election Period Policy 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.

Decision making

Due to the restrictions of section 69 of the Act prohibiting significant decisions being made during the election period, no Council meeting will be held in October.

Public consultation, meetings and Council events

Public consultation will be limited to that which is statutorily required or is otherwise required to ensure continuity of Council services.

Council run events will generally not be held during the election period unless they cannot be rescheduled. Council-run events cannot be used for campaign purposes by any candidate, including the distribution of election material.

Community groups should be aware that Councillors may still be invited to events in their official capacity but those Councillors attending cannot use these events for campaigning.

Use of Council resources for election campaigns

The use of Council resources for campaign purposes is prohibited, including, but not limited to vehicles, staff, services, property, equipment, stationery, websites, social media, and hospitality. This includes hire or use of council owned or managed buildings or facilities for election purposes.

Councillors have been briefed on the requirements around the prohibition on using access to Council staff and other Council resources to gain media attention in support of their election campaign.

Council owned and/or managed facilities will not be available to any candidate for campaign activities and all staff have been briefed on the prohibition.

Councillor duties during election period

Councillors remain Councillors until 6am on 26 October and will continue to have access during this period to the resources required to fulfil this role, subject to existing policies and protocols.

Access to information

Council administration will respond equitably and transparently to candidates' requests for information, and as though all candidates have made the same request. Consequently, all candidates will receive the same information. Processes are in place to ensure that requests for information are managed appropriately and recorded in an Information Request Register.

Councillors will continue to be provided with information required for them to fulfil their official duties, but 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.

Signage

Election signs are permitted on private land with permission from the owner of the land, without need for a planning permit, subject to conditions as set out in the Policy.

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.

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.

Procurement

Council will not be undertaking procurement activities unless they cannot be reasonably deferred.

5. STAKEHOLDER ENGAGEMENT

Council staff and Councillors have been briefed on the requirements of the Election Period Policy. In the planning of the Election Period Policy implementation, the following has been undertaken.

Internal consultation:

- Multiple staff information sessions and briefings
- Executive Leadership Team 20 March 2024, 14 August 2024

Councillors:

- 31 July 2024 external session
- 27 August 2024 briefing

External consultation:

- June Strutt / LGPro organisational information session 27 May 2024
- Maddocks Lawyers provided a briefing on 31 July 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).

The requirements of the Election Period are strictly regulated. Council has however undertaken a communications campaign alerting members of the public to the upcoming election and preceding election period through its website, community newsletter and social media. Public information sessions for potential candidates have also been held across the shire.

Information will continue to be provided on Council's website in the lead up to the election.

Public Transparency Policy

This report and the communication activities detailed above are consistent with Council's Public Transparency Policy.

6. LEGISLATIVE CONTEXT

Local Government Act 2020 (Vic).

Council's obligations regarding the Election Period are prescribed by section 69 of the Act.

7. FINANCIAL AND OTHER RESOURCE IMPLICATIONS

There are no financial or other resource implications in the provision and consideration of this report.

8. ENVIRONMENTAL IMPLICATIONS

There are no environmental implications in the provision or consideration of this report.

9. OPPORTUNITIES AND RISK

Opportunities:

Council has the opportunity to implement its Election Period Policy in such a way that assists Councillors, the community and candidates to understand the legal requirements while promoting continuity of delivery of Council services during the Election Period Policy.

Risk:

Compliance Risk. Reputation Risk.

Risk: That persons affected by the Election Period Policy are not aware of the obligations imposed by the election period and are inconvenienced or contravene the requirements of the Policy. This may lead to reputational damage.

Risk: That persons affected by the Election Period Policy contravene the policy and are subject to regulatory action as a result, leading to fines and/or prosecution.

Council is managing these risk by developing internal processes for administering the additional requirements, and providing internal and external communications to ensure all stakeholders are as informed as possible prior to the election period.

10. CONCLUSION

The report presents the requirements of the Election Period Policy for the information of Councillors and the community.

Election Period Policy 2024



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.

Council Policy

Council Policy

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.

Council Policy

Election Period Policy

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.

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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:

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- 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:

Election Period Policy

- 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 excess 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.

Council Policy

Council Meeting - 16 September 2024 Agenda

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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 une 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.

Council Policy

Policy Information

| Document Number: | 2869827 Policy No: 152 | | |
|---|--|---------------------|---------|
| Document Type: | Council Policy | | |
| Document Status: | Approved | | |
| Policy Owner (by position): | Manager Governa | nce and Risk | |
| Internal Endorsement Required: | Not applicable | | |
| Final Approval By: | Council | | |
| Date Approved: | 20/02/2024 | | |
| Evidence of Approval: | Minutes dated: 20/02/2024 | | |
| Version | 1 | Frequency of Review | 4 Years |
| Review Date: | 20/02/2028 | | |
| 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: | Not Applicable 🛛 | | |

| Approval History: Date: | Reason for review |
|-------------------------|--|
| 18/04/2023 | Revised Adopted by Council 18 April 2023 |

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.

8 of 8

8.3.6 Award of Contract 2709-0340- Spray Sealing and Bituminous Services - Panel of Suppliers

| Directorate: | Corporate | |
|-------------------------|--|--|
| Responsible Officer: | Manager Finance and Investment | |
| Manager: | Director Corporate | |
| Attachments: | CONFIDENTIAL REDACTED - 2709-0340 Tender Evaluation Report [8.3.6.1 - 24 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: | Well planned places Land and underlying infrastructure suitable for growing populations. Ability to travel safely and easily by road and rail. | |

Other Strategic Context:

Procurement Policy

1. PURPOSE

The purpose of this report is to:

- 1. Advise Council of the outcome of the Spray Sealing and Bituminous Services Loddon Mallee RPEN tender process to establish a panel of suppliers.
- 2. Request that Council endorses the list of nominated suppliers to the panel of suppliers for Contract 2709/0340 Spray Sealing and Bituminous Services.

2. **RECOMMENDATION**

That Council:

- 1. Endorse the Evaluation Committee recommendations from the collaborative tender process conducted by Procurement Australia to award the tender for the Panel of Suppliers under Contract 2709/0340 Spray Sealing and Bituminous Services to the nine companies as outlined in the confidential attachment to this report.
- 2. Authorise the Chief Executive Officer to sign any documents which may be required to give effect to this resolution.
- 3. Authorise the publishing of the successful tenderers' names on Council's website once the contract has been awarded by Procurement Australia.

3. BACKGROUND

Council undertakes various bituminous works during each financial year as part of its overall capital works program. Council, along with City of Greater Bendigo and Mount Alexander Shire Council, collaborated to form a tender reference group to establish a panel of suppliers for Spray Sealing and Bituminous Services that each of the councils can use for all, or parts, of their spray sealing and bituminous programs for the term of the contract.

Currently, Council has a contract in place to provide such services, which will continue to operate under this contract as per the contract terms. If the tender is approved by Council, once the contract ends (end of 2024/25 financial year), Council can elect, by following procurement policy and processes, to award future bituminous works to suppliers under this pre-approved panel of suppliers. However, Council can elect to request quotations for works at any time from 1 October 2024 and before the end of the current contract.

This tender reference group was established under the Loddon Mallee Regional Procurement Excellence Network (Loddon Mallee RPEN), as the three Councils require the same services and undertake similar type of capital works programs.

The reference group, and Campaspe Shire Council's overall participation, was established with the aim of:

- Establishing a panel of suppliers to reduce the need to undertake separate lengthy tender processes by utilising a central managed standing offer agreement, allowing Council to conduct its annual program of works through request for quotations (RFQ) against it, as well as any other ad-hoc RFQ activity at any time for specific Council requirements (as listed in the attached *2709/0340 Tender Evaluation Report*).
- Establishing a panel of suppliers to access more competitive pricing and broader range of experience from suppliers, utilising the collaborating group's collective size.
- Encouraging councils to collaborate more effectively and efficiently together, especially with reference to Section 109 of the Local Government Act.

The tendering process to establish the panel of suppliers under the Contract 2709/0340 Spray Sealing and Bituminous Services Loddon Mallee RPEN was undertaken by Procurement Australia on behalf of the three councils.

Previous Council Discussion

Not applicable.

4. DISCUSSION

Establishment of a panel of suppliers

The overall intention of the establishment of a panel of suppliers is to allow Council to engage in procurement under Contract 2709/0340 Spray Sealing and Bituminous Services, and it includes spray sealing and associated services, crack sealing and micro-surfacing, asphalt patching and asphalt resurfacing.

Tender Reference Group (TRG)

Representatives from the three Councils formed part of the TRG, with the evaluation panel chair being Procurement Australia, as outlined in the attached *2709/0340 Tender Evaluation Report*.

Evaluation Committee

Representatives from the participating three Councils formed part of the Evaluation Committee, with the evaluation panel chair being Procurement Australia, as outlined in the attached 2709/0340 *Tender Evaluation Report*.

Advertising

Advertising was undertaken on the 22 May 2024, with a copy of the advertisement provided in the attached *2709/0340 Tender Evaluation Report*.

Tender Participation

A total of nine (9) vendors submitted a response by the tender closing date.

Tender Evaluation

The nine tenders received were evaluated by the Evaluation Committee using evaluation criteria, weighting, and scoring methodology agreed to by the three participating councils. Each council had two members appointed to the Evaluation Committee. The scoring outcome can be found in the attached *2709/0340 Tender Evaluation Report*.

The evaluation process has then made recommendations to award suppliers for the standing panel of suppliers for the categories which they had tendered for, as outlined in the attached 2709-0340 *Tender Evaluation Report.*

Contract Commencement

Procurement Australia plan to award this contract from 1 October 2024 and require all three participating councils to approve the award. Mount Alexander Shire Council will be tabling their report seeking endorsement to award the tender to their 10 September 2024 Ordinary Council meeting and City of Greater Bendigo will be reporting to their 16 September 2024 Ordinary Council meeting. While Council does not have any immediate need to award the tender given it has current contracts for its current sealing works projects, awarding now allows the process to be completed and achieves the benefits of the collaborative tender pricing for future works. If Council choose not to award the contract this will impact on the Procurement Australia award timeline and likely impact contract pricing for the other councils involved.

The contract, once awarded, will commence from 1 October 2024, for an initial three (3) year period to 30 September 2027, with two options to extend for one year each (to 30 September 2028 and 30 September 2029).

Although awarded to a panel of suppliers, Council is not obliged to use all the listed suppliers. The decision to use any suppliers will depend upon Council undertaking the annual program of works RFQ process. It should also be noted that suppliers may not all respond to every Council request for annual program of works RFQ as issued each year.

Council will continue to work under existing contracts for Spray Sealing and Bituminous Services and as current contracts are completed, subject to award of this tender, Council can then engage with the pre-approved panel of suppliers for future projects.

5. STAKEHOLDER ENGAGEMENT

Internal consultation:

• Engagement of Council's procurement, major projects, and engineering departments.

Councillors:

• Councillors were advised of the tender process at a briefing on 9 September.

External consultation:

- Loddon Mallee Regional Procurement Excellence Network (Loddon Mallee RPEN) members Bendigo City Council and Mount Alexander Shire Council.
- Procurement Australia

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 consultation is not required.

Public Transparency Policy

Under Council's Public Transparency Policy and Principles, outlined in section 58 of the Local Government Act (Vic) 2020, the engagement of a panel of pre-approved suppliers allows Council to establish a pre-approved panel of suppliers to reduce the need to undertake separate lengthy tender processes by utilising a central managed standing offer agreement, as well as access more competitive pricing and broader range of experience from suppliers

The overall outcome of this process is to:

(a) reassure the community that Council is spending public monies appropriately.

6. LEGISLATIVE CONTEXT

Local Government Act 2020 (Vic) Division 2 - Procurement

7. FINANCIAL AND OTHER RESOURCE IMPLICATIONS

There is no initial financial cost to Council under this recommendation. Purpose is to establish a pre-approved list of suppliers that Council can then engage with for procurement requirements (request for quotation) to obtain costings on a project base under the quotation process. All participating Councils retain and use their own procurement policy and processes.

8. ENVIRONMENTAL IMPLICATIONS

All submitted tenders received were evaluated against environmental sustainability criteria. Panel was required to review tenderers environmental objectives and how they aligned with the evaluation criteria.

9. OPPORTUNITIES AND RISK

Opportunities:

The collaborative tender process has allowed Campaspe Shire Council to:

 Establish a panel of suppliers to reduce the need to undertake separate lengthy tender processes. This will allow Council to reduce administration time and cost by accessing a pre-approved list of suppliers rather than going through individual tendering process for Spray Sealing and Bituminous capital works projects.

- Establish a panel of suppliers to access more competitive pricing and broader range of experience from suppliers, utilising the collaborating group's collective size. This allows Council to use economies of scale with other councils to go to market and leverage pricing as a larger purchasing group.
- Collaborate more effectively and efficiently with our partner councils in line with Section 109 of the Local Government Act. Council's own procurement policy allows for the establishment of a supplier panel (Section 5.2) and allows for Council to consider collaboration with other councils and with MAV Procurement and Procurement Australia (Section 5.6) when undertaking procurement.

Risk:

<u>Financial Risk</u> – Council will not incur any initial financial commitments under the awarding of this pre-approved panel of suppliers (this report). The tender evaluation process did not consider any of the suppliers' financial criteria as it is up to each Council to do this when undertaking a request for quotation under their own procurement policy and processes.

Council will only have a financial commitment under this contract when it issues a request for quotation to suppliers on the pre-approved panel of suppliers, which in turn can then price for the works requested. The pre-approved suppliers have already had their evaluation criteria vetted by the evaluation committee, and therefore Council can assess works and award based on price and schedule (timing) of works.

Procurement Australia will receive a rebate for any Council procurement under this pre-approved panel of suppliers. Given the staff and supplier time and cost to undertake a separate procurement process for the many projects under Council's \$5.26 million annual road resurfacing and rehabilitation works (over 3 years this program is \$12.96 million), Council will benefit from:

- staff efficiencies (suppliers have been pre-approved by the evaluation committee)
- time saved by not having to go out for lengthy advertising periods (helping to reduce lag time to commence works)
- savings in other costs like advertising.

This is on top of the overall benefit that Council should receive by accessing group purchasing power for pricing which we expect will more than offset the rebate to Procurement Australia.

<u>Reputation Risk</u> – Council could experience concerns from suppliers not a party to this tender. All major suppliers for Spray Sealing and Bituminous Services have submitted a tender under 2709/0340 Spray Sealing and Bituminous Services.

Council should also note that Council can go to market outside this panel of suppliers to request quotations. Council is not locked into any one supplier within the pre-approved panel of suppliers as well and needs to follow Council's own procurement policy and processes when engaging suppliers listed on the pre-approved panel.

Procurement Australia intend to award the contract to commence on 1 October 2024 subject to all collaborating councils approving. Council could decide not to endorse the use of the panel however this would dilute the overall purchasing power of the group of councils and may impact on the ability of other councils in the collaborative group to access the contracts when they require them.

| Risk | Likelihood | Consequence | Rating | Mitigation action |
|------------|------------|-------------|--------|---|
| Financial | Possible | Minor | Low | Ensure many suppliers on the pre- approved list are approached for quotation, in line with Council's Procurement Policy. |
| Reputation | Possible | Minor | Low | Consider suppliers outside pre- approved list of suppliers by going out to tender or quotation. |

10. CONCLUSION

It is recommended that Council, through the tender process conducted by Procurement Australia, endorse the Evaluation Committee recommendations to award the tender to the Suppliers as listed in the attached recommendation.

Also, note that there is no initial financial cost to Council under this recommendation. Purpose is to establish a pre-approved list of suppliers that Council can then engage with procurement processes (request for quotation) to obtain costings on a per project basis into the future. All participating councils retain and use their own procurement processes.

8.4 Office of the CEO

8.4.1 Annual Report

| Directorate: | Office of the CEO | | |
|--------------------------|---|--|--|
| Responsible Officer: | Manager Communications | | |
| Manager: | Acting Chief Executive Officer | | |
| Attachments: | 1. Annual Report 2023 - 2024 v 10 [8.4.1.1 - 172 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 The Annual Report reports against the Council Plan for the 2023/24 financial year and provides a report card to the community on Council's achievements. | | |
| Other Strategic Context: | Council Plan 2021-2025 | | |
| | The Annual Report reports against the Council Plan for the 2023/24 financial year and provides a report card to the community. | | |

1. PURPOSE

The purpose of this report is for Council to receive the Campaspe Shire Council 2023/2024 Annual Report.

2. **RECOMMENDATION**

That Council receive the Campaspe Shire Council 2023/2024 Annual Report.

3. BACKGROUND

Campaspe Shire Council has completed its Annual Report for the year ended 30 June 2024, which follows this report.

All Victorian Councils are required to report under the Victorian Government's mandatory system of performance reporting. Section 98 of the Local Government Act 2020 prescribes the information to be included in the Annual Report:

- a report of operations of the Council
- an audited performance statement
- audited financial statements
- a copy of the auditor's report on the performance statement
- a copy of the auditor's report on the financial statements under Part 3 of the Audit Act 1994.

The Report of Operations must contain the following:

- a statement of progress on implementation of the Council Plan, which includes the results of the strategic indicators
- a statement of progress in relation to the major initiatives identified in the budget
- the prescribed indicators of service performance for the services provided by Council and funded in the budget during the financial year, the prescribed measures relating to those indicators and the results achieved in relation to those performance indicators and measures.

The Audited Performance Statement includes the following:

- A description of the municipal district
- Results against Local Government Performance Reporting Framework (LGPRF) prescribed service performance outcome indicators and measures
- Results against LGPRF prescribed financial performance indicators and measures
- Results against LGPRF prescribed sustainable capacity indicators and measures
- An explanation of any material variations between results.

Audited Financial Statements

- · This statement is determined by Local Government Victoria format requirements
- The Financial Statements and Performance statement have been audited by Council's external auditors, have been reviewed and endorsed by Council's Audit and Risk Committee, and have been provided to Council at this meeting through separate reports for approval 'in principle' and will be submitted to audited by the Victorian Auditor General's Office (VAGO) for final review and signature. Once signed off by VAGO the Annual Report will be updated to include the required Financial Statements and Performance Statement.

The Annual Report describes the Shire of Campaspe's operations throughout the year and highlights achievements. It reports to the Victorian Government, Campaspe Shire Council residents and the wider community on actions throughout the year in line with strategic objectives that were set down in the Council Plan for the year, as well as the prescribed information listed above.

To meet legislative requirements, the annual report must be presented to a council meeting open to the public within 4 months of the end of the financial year.

4. STAKEHOLDER ENGAGEMENT

Internal

The document has been completed following input across the organisation and using the quarterly reports as presented to Council, reporting implementation of actions from the Council Plan.

Regular data collection, as part of Council Plan quarterly reporting and the LGPRF reporting requirements have provided the core content.

The Audit & Risk Committee, at its 6 September 2024 meeting reviewed the draft Financial Statements and the draft Performance Statement for the 2023/2024 financial year prior to final audit clearance by the Victorian Auditor General's Office (VAGO).

Both the Draft Performance Statement and the Financial Statements have been presented to Council at this meeting for approval in principle to submit to VAGO for final review and certification. The approved statements will be certified by the Manager Finance and Investment, Acting Chief Executive Officer and two Councillors. The final signed statements will be included in the final approved Annual Report before publication.

<u>External</u>

Following consideration by Council, residents will be informed by public notice of the Annual Report's preparation and availability for inspection. Copies of the Annual Report will be available via the Shire's website and in hard copy upon request.

5. LEGISLATIVE CONTEXT

Section 98 of the Local Government Act 2020 requires councils to prepare an Annual Report.

6. FINANCIAL AND OTHER RESOURCE IMPLICATIONS

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

The financial statements have been endorsed by Council at its 26 September 2023 meeting and approved by the Victorian Auditor General's Office.

7. ENVIRONMENTAL IMPLICATIONS

Section 9(2)(c) of Local Government Act 2020 and no specific negative economic, social or environmental implications have been identified within this report.

8. OPPORTUNITIES AND RISK

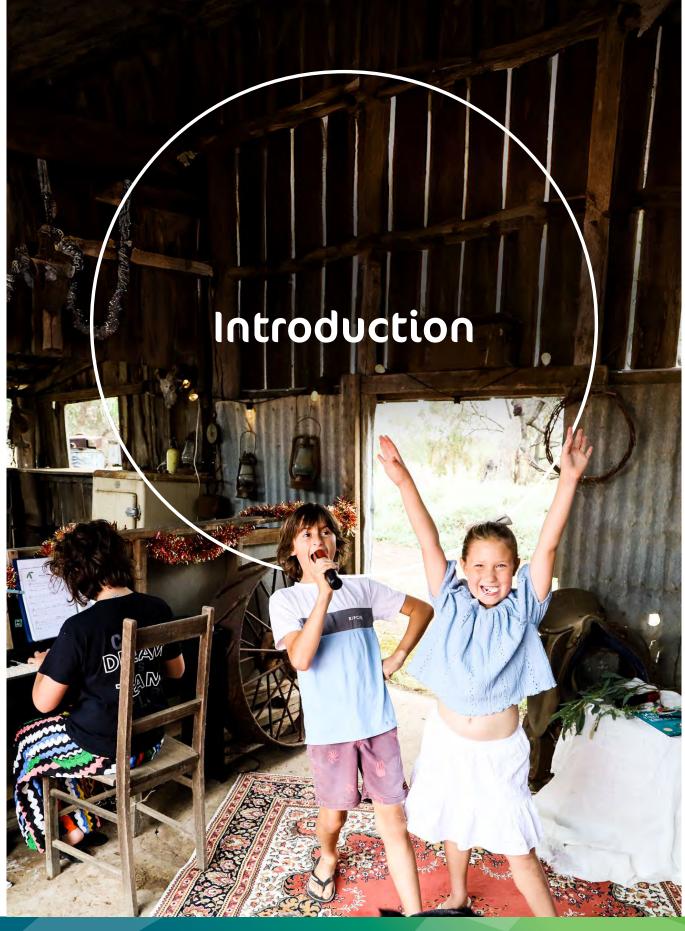
Risk management has been considered in the preparation of this report and no risks with a high or extreme rating have been identified in this process.



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Report of Operations 2023-24

Council is committed to transparent reporting and accountability to the community and the Report of Operations 2023-24 is the primary means of advising the Campaspe Shire Council community about Council's operations and performance during the financial year.

Annual Report 2023-24 | Campaspe Shire Council

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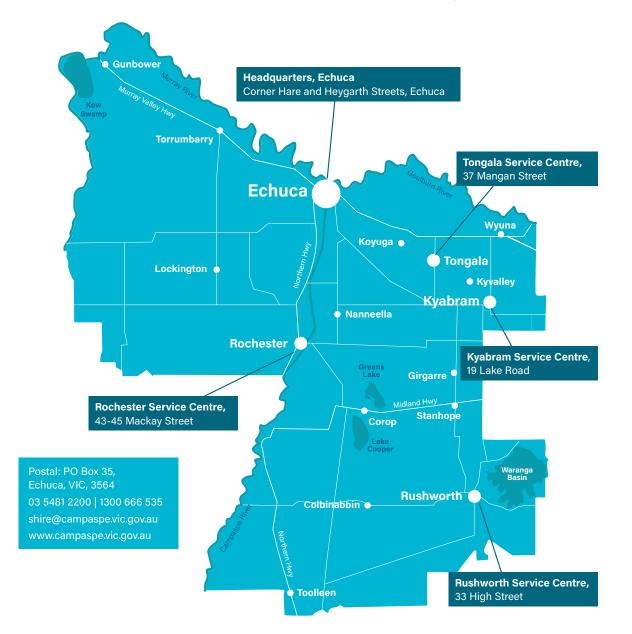
Acknowledgement of Country

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.

Annual Report 2023-24 | Campaspe Shire Council

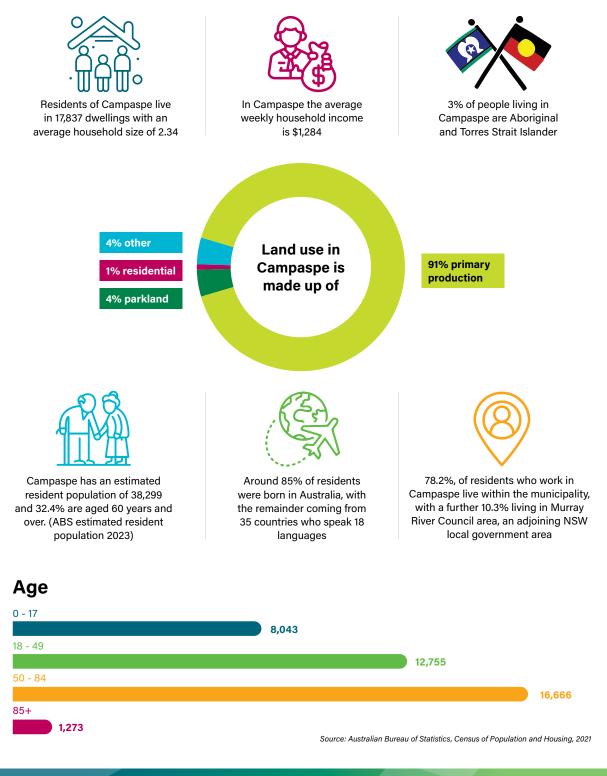
Description of Municipality

Campaspe Shire Council is located in north central Victoria, approximately 180 kilometres north of Melbourne. It includes the communities of **Echuca**, **Kyabram**, **Rochester**, **Lockington**, **Gunbower**, **Rushworth**, **Stanhope** as well as many smaller areas outside of these main townships. The shire is located in the heart of one of the richest and most diverse agriculture and food processing areas in Victoria. Its climate, history, cultural heritage, natural assets and location in relation to major urban centres provide the shire with extensive opportunities. The shire encompasses a total land area of over 4,500 square kilometres.



Annual Report 2023-24 | Campaspe Shire Council

Snapshot of Campaspe



Annual Report 2023-24 | Campaspe Shire Council

Councillors

The Council was elected to provide leadership for the good governance of the municipal district and the local community. In 2020 the Campaspe Shire Council community elected this Council for a four-year term. The municipality is divided into five wards, two multi-councillor wards, and three single-councillor wards. The nine Councillors are the elected representatives of all residents and ratepayers across the shire. They have responsibility for setting the strategic direction for the municipality, policy development, identifying service standards and monitoring performance across the organisation. The Councillors are:

Cr Rob Amos

Echuca Ward

Date elected: 24 October 2020 Mayor: 2022 & 2023 Mobile: 0413 040 199 Email: r.amos@campaspe.vic.gov.au



Council appointments: CEO Performance and Remuneration Advisory Committee, Murray River Group of Councils, Loddon Campaspe Councils, Rural Councils Victoria

Cr Colleen Gates

Kyabram Deakin Ward

Date elected: 24 October 2020 Deputy Mayor: 2021, 2022 Mobile: 0457 916 615 Email: c.gates@campaspe.vic.gov.au



Council appointments: CEO Performance and Remuneration Advisory Committee, Municipal Association of Victoria

Cr Paul Jarman

Rochester Ward

First elected: 2012 - 2016 Date re-elected: 24 October 2020 Mobile: 0407 825 133 Email: p.jarman@campaspe.vic.gov.au Council appointments: Audit and Risk Committee

Cr Daniel Mackrell

Kyabram Deakin Ward

Date elected: 22 October 2016 (Echuca Ward) Re-elected: 24 October 2020 Mobile: 0429 517 535 Email: d.mackrell@campaspe.vic.gov.au Council appointments: CEO Performance and Remuneration Advisory Committee



Cr Tony Marwood Echuca Ward Date elected: 24 October 2020 Deputy Mayor: 2023



Email: t.marwood@campaspe.vic.gov.au Council appointments: Audit and Risk Committee

Cr Leanne Pentreath

Western Ward

Mobile: 0437 517 535

Date elected: 20 February 2016 (by-election) Re-elected: 22 October 2016, 24 October 2020 Deputy Mayor: 2016 & 2020 Mobile: 0437 248 212 Email: l.pentreath@campaspe.vic.gov.au



Cr Adrian Weston Waranga Ward

Date elected: 27 October 2012 Re-elected: 22 October 2016. 24 October 2020 Mayor: 2016, 2017, 2018, 2019 Mobile: 0428 320 464 Email: a.weston@campaspe.vic.gov.au

Cr Chrissy Weller

Echuca Ward First elected: 24 October 2020 Mayor: 2020, 2021 Mobile: 0437 567 401 Email: c.weller@campaspe.vic.gov.au

Council appointments: CEO Performance and **Remuneration Advisory Committee**

Cr John Zobec

First elected: 28 January 2015 (2012 election count-back) Date re-elected: 22 October 2016, 24 October 2020 Mobile: 0418 213 413 Email: j.zobec@campaspe.vic.gov.au



Kyabram Deakin Ward



Annual Report 2023-24 | Campaspe Shire Council



From the Mayor and CEO

It has been a year of proud achievements, resilience and considerable growth despite another flood event in January 2024 that tested the resolve of our community, particularly those in Rochester.

Our learnings from October 2022 were fresh in our minds, and with community working together, we braced ourselves armed with knowledge, insight and prepared resources. Thankfully, the property loss was minimal, but the psychological impact of another flood event was ever present.

Much of the past year has centered around the recovery phase, including the opportunity to put on record our community's experiences at the Inquiry into the 2022 Flood Event in Victoria. Together with Director Community Safety and Recovery Shannon Maynard, we presented to the Echuca public hearing of the Inquiry in August 2023, highlighting issues including lack of clarity of roles, challenges with resourcing, and in particular the red tape hampering councils' efforts to access funding to repair the extensive list of damaged infrastructure. We also hosted the first large scale community information session, the first of many, at the newly opened Recovery Hub in Rochester that continues to support residents in the process of reconstructing and repairing their properties and lives.

In our ongoing advocacy for funding, we've taken every opportunity to welcome both state and federal ministers and politicians, including Victorian Premier The Honourable Jacinta Allen and Governor of Victoria Her Excellency Professor the Honourable Margaret Gardner AC, Commissioner Emergency Management Rick Nugent, and Victorian Leader of the Opposition John Pesutto as they toured the Rochester region and met many of the people impacted, and those working to help in the recovery process. Water issues of a different kind have also been front and centre this past year with Campaspe Shire Council, through Mayor Rob Amos, chairing the Murray River Group of Councils as they advocated strongly against the reintroduction of water buybacks. Cr Amos presented in Canberra, accompanied by Cr Adrian Weston at the public hearing conducted by the Senate Environment and Communications Legislation Committee for the Inquiry into the Water Amendment (Restoring Our Rivers) Bill 2023 in October 2023, citing the significant negative socio-economic impacts on industries, economies and communities that the proposed changes would have. This was following a visit from Senator

David Van who met with local farmers and agriculture representatives to hear their view points. Cr Amos was chair of MRGC from December 2022 through to December 2023 leading the advocacy campaign.

Cr Amos is also currently Deputy Chair of the Rural Councils Victoria, widening Campaspe Shire Council's representation at key industry forums and across the Local Government sector.

Image: Mayor Amos with Senator David Van and Andrew Tyler



Additionally, Campaspe Shire Council has hosted significant events including the LG Pro CEO and Director Forum, and Rural Councils Victoria State Forum. In April this year we hosted the regional sitting of the Victorian Legislative Council which was held in the Campaspe Library. The library was fully transformed over the course of a week into the Upper House chamber for the one day sitting – an incredible effort from Campaspe staff.

Embedding a new executive and management structure has taken time but the organisation is well placed to continue delivering on the Council Plan for 2021-2025, and in doing so, Council and staff have continued to develop the cross border relationship with Murray River Council and visiting neighbouring councils, sharing ideas and approaches to everything from workforce planning to advocacy.

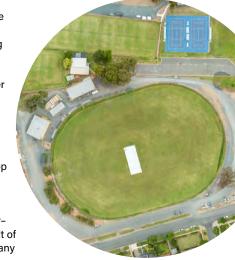
Site visits to businesses, organisations, communities and neighbouring councils over the past year has strengthened relationships and garnered collegial support for issues many councils across Victoria are facing.

The Executive team in particular has visited major companies such as Greenham's, Kagome, SLTEC and Fonterra, further increasing knowledge and understanding of the importance of these and other industries to our economic future.

One of the highlights of the past year was the consultation and engagement around the draft Economic Development and Tourism Strategy. This culminated in an Economic and Development Tourism Summit in July last year where more than 150 business, industry and community leaders came together to help develop a five year strategy for the shire. The Economic Development and Tourism strategy was recently adopted by Council and provides an exciting roadmap for the way forward. Campaspe Shire Council has continued to advocate for funding opportunities on behalf of the community over the past year.

As well as the important advocacy work on opposing the reintroductions of water buybacks, Council has also advocated for funding for a new pool at Rochester to replace the Rochester War Memorial Pool that was damaged in the 2022 floods, has lobbied the State Government to find a more appropriate site for the Cooba Solar Farm than the rich farming soil it has been proposed for in our wine growing belt, and prior to its cancellation, had worked hard to ensure Campaspe would benefit from regional events as part of the Commonwealth Games.

A significant achievement in the past year was the successful funding application for the redevelopment of Victoria Park under the Australian Government's Growing Regions program. Council received \$11.3 million to redevelop the Victoria Park complex into a multipurpose community facilityan incredible result of hard work from many stakeholders and



one of the biggest grant allocations to date. Council will contribute \$2 million towards this project.

Image: Victoria Park Echuca



In May we were also successful in securing \$23 million over five years under the Roads to Recovery Program that will enhance the significant investment Council made in the previous 12 months in heavy machinery for the construction and maintenance of local roads.

Financially, Council is well placed for the years ahead, having recently adopted the 2024-25 budget, targeting a \$1.92 million operating surplus. This is quite a turnaround on the back of the past few years where we have faced significant challenges, balancing our fiscal responsibilities with the community's immediate needs and our long term financial sustainability. The financial statements in the rear of this report show that the financial result for the 2023-24 year is reported as a deficit of \$9.596 million. This is due solely to an unexpected delay in payment to Council of the Financial Assistance Grants which were budgeted to be received in June 2024 but were paid to Council by the State Government in early July. If the Financial Assistance Grants had been received when expected, Council would have reported a surplus result for the year.

There have been many milestones and achievements over the past year, and together we have gathered to celebrate and acknowledge many important dates in our calendar. From NAIDOC Week to IDAHOBIT celebrations, from International Women's Day to Australia Day and welcoming our new citizens – we have been honoured to be part of these events. We wish to thank our staff at Campaspe Shire Council who have worked tirelessly at an operational level to support the Shire through the last 12 months. We are incredibly grateful.

Local Government elections are due in October this year, with Campaspe electing councillors across our newly unsubdivided municipality. Once elected, the new council will start work on an exciting approach to a new council plan for beyond 2025 and we look forward to working with our community on this.

We are pleased and proud to present the 2023-24 annual report and urge you to reflect on the many achievements detailed over the pages of this report - they vary in size, in length of time to complete, in cost and in location, but each and every one is equally as important to the community and backed by an enthusiastic and committed Council and staff.



Cr Rob Amos Mayor



Pauline Gordon Chief Executive Officer

uline Gordo

Vision

Our places are vibrant and sustainable, our people are strong and supportive.

Values

We deliver quality, innovative and community focused services today that make a difference for tomorrow.

Respect

- We embrace each individual's unique talents and value diverse life and work styles.
- We operate in a spirit of cooperation and value human dignity.

Customer focused

- We listen to our customers and deliver services which meet their demonstrated needs.
- We focus on customer relationships that build trust, confidence and loyalty.
- We are responsible for both external and internal customer satisfaction.

Continuous improvement

- We work with enthusiasm and intellect and are driven to build upon what has already been achieved.
- We improve productivity, processes and ourselves through measurement, analysis and review.

Teamwork

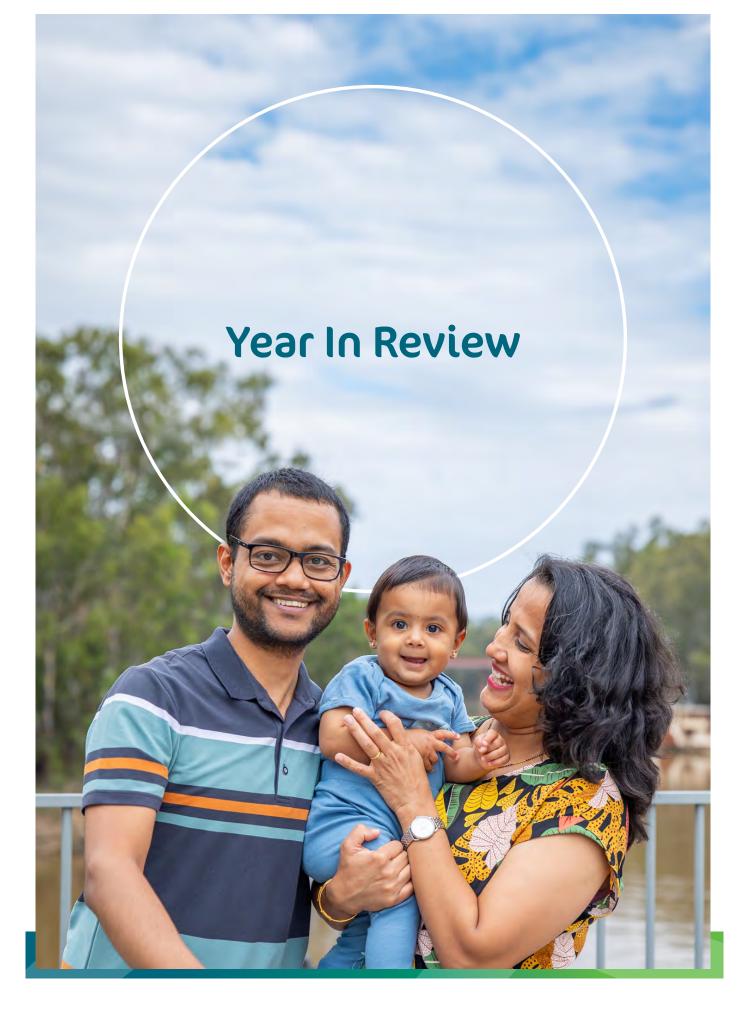
- We listen to and respect each other whilst working together to achieve mutually beneficial results.
- We help one another, value one another's views and make our work environment fun and enjoyable.
- We are not afraid to stand alone, especially when it is the right thing to do.

Accountability

- We conduct our business in accordance with the highest standards of professional behaviour and ethics.
- We are open, honest and ethical in all our interactions with employees, clients, customers, vendors and the public.
- We are responsible for and take ownership of our actions.



Annual Report 2023-24 | Campaspe Shire Council



Description of Operations

Council is responsible for more than 100 services, from family and children's services, open space, waste management, aquatic services and community buildings, to matters concerning business development, planning for appropriate development and ensuring accountability for Council's budget. This broad range of community services and infrastructure for residents supports the wellbeing and prosperity of our community. Council's vision, strategic objectives and strategies to further improve services and facilities are described in our Council Plan and the associated Budget 2023-24 and reported on in this document. Refer to the section on Our Performance, pages 48 to 70, for more information about Council services.

The delivery of services, facilities, support and advocacy to achieve the strategic objectives is measured by a set of performance indicators and measures. Council also has a wide range of responsibilities under Australian and Victorian legislation.

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Major Changes

In July 2023, Council transitioned to a new organisational structure comprised of four permanent directorates including Corporate, Infrastructure, Sustainability, Communities and a temporary Community Safety & Recovery directorate. All Directors commenced by 3 July 2024.

At the September Council meeting, the International Engagement Policy was rescinded which ended Campaspe Shire's 25-year Sister City relationship with Shiroi, Japan, which aimed to enhance cultural diversity, economic development, skilled migration, and trade. This decision was a result of COVID-19 pandemic leading to the discovery of more practical and economical communication methods with international cities, prompting a re-evaluation of such relationships.

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Financial Summary

Council finished the year with an operating deficit and maintained a relatively low debt level of \$3.99 million. Detailed information about our financial performance is included within the Financial Statements sections of this Annual Report on pages 82 to 147. A summary of our performance is outlined below.

Economic factors

- Increasing construction costs, rising significantly faster than the broader CPI which was 3.60% in the March 2024.
- Continuing to work within a rate cap environment, with the 2023-24 cap set at 3.50%, and increasing utility costs, particularly electricity.

Operating position

The year-end resulted in an operating deficit of \$9.60 million. The 2023-24 deficit is, in part, due to the 2024/25 Financial Assistance Grant not being paid to Council in advance before 30 June, as has been the case in previous financial years. In addition, Council received \$5.77 million in non-monetary developer contributions and a further \$0.98 million has been received from the Federal and State governments to fund works to assist the community with flood recovery.

Adjusted underlying result

The adjusted underlying result (after removing nonrecurrent capital grants and non-monetary capital contributions,) is a deficit of \$22.16 million or (26.51)% when compared to adjusted underlying revenue.

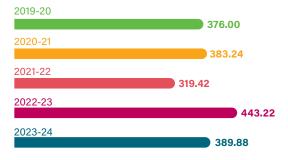


Liquidity

Cash and other financial assets are \$85.69 million, which is \$22.91 million lower when compared to the 30 June 2023 figure of \$108.6 million. This is mainly attributed to Council not receiving the 2024-25 financial assistance grant in advance (as has been the case if previous years) of \$12.88 million, net cost of \$4.64 million of funding related to flood response and recovery (whereby funding was received in previous years in advance), and Council expending net capital works above budget of \$4.03 million (net cost to Council after grants and other funding considered).

Working capital ratio %

The working capital ratio, which assesses Council's ability to meet current commitments, is calculated by measuring Council's current assets as a percentage of current liabilities. Council's liquidity ratio level of 389.88% is an indicator of our satisfactory financial position.



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Obligations

Council aims to ensure that it can maintain its infrastructure assets at the expected levels, while at the same time continuing to deliver the services needed by the community. To bridge the infrastructure gap, Council invested \$24.04 million in renewal works and \$9.96 million in asset upgrades during the 2023-24 year.

Loan and borrowings compared to rates ratio %

At the end of the year Council's debt ratio, which is measured by comparing interest-bearing loans and borrowings to rate revenue, was 8.09%. The result is a decrease of 3.99% when compared to the 2022-23 year, due to the repayment of loans being greater the draw down of the loan for the Gunbower Lions Park redevelopment.

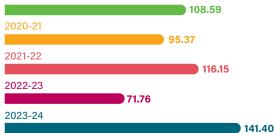


Asset renewal ratio %

Council's asset renewal and upgrade ratio, which is measured by comparing asset renewal and upgrade expenditure to depreciation, was 141.40%. The result is an improvement on the 71.76% for the 2022-23 year.

The capital works program returned to a normalised delivery program, as the previous 2022-23 year was impacted by the October 2022 flood event. There were carryover works from the 2022-23 year completed in 2023-24 year as Council sought to catch-up on the backlog, resulting in a higher capital works spend for the 2023-24 year.

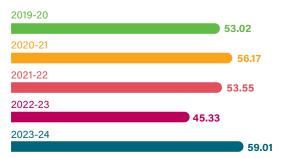
2019-20



Stability & efficiency

Rate concentration ratio %

Council raises a wide range of revenues including rates, user fees, grants and contributions. Despite this, Council's rate concentration, which compares rate revenue to adjusted underlying revenue, was 59.01% for the 2023-24 year. This improvement, when compared to the 45.33% for the 2022-23 year, is a return to a normal range of 50--60% for this ratio. It should be noted that the 2022-23 year included rate relief to landowners impacted by the October 2022 flood event.



Revenue level ratio \$

This resulted in an average rate per assessment of \$1,983.35.

2019-20



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Grant Programs and Funding

Grants provided by Campaspe Shire Council

Many of the wonderful community projects, activities and events that take place in Campaspe rely, at least in part, on funding from Council. As well as providing funding directly, Council also assist community organisations to source other funding opportunities and help them apply for funding.

There were 88 grant applications approved in 2023-24, totaling \$191,026 distributed to not-for-profit and community groups across the Shire to support the purchase and/or coordination of projects, events and equipment. The distribution of these funds is broken down as follows:

| Grants distributed | |
|---|--|
| Community grants program | Applications funded: 21 |
| Financial support to not-for-profit community organisations, groups and | Funding allocated: \$70,245 |
| associations for projects, exhibitions and/or performances that contribute to the municipality. | Estimated project value: \$267,633 |
| Responsive grants program | Applications funded: 5 |
| Opportunity for community groups to apply for small grants to achieve their goals and ambitions. | Funding allocated: \$3,804 |
| Community equipment grants | Applications funded: 28 |
| Provide assistance to community groups and sporting clubs to purchase | Funding allocated: \$47,405 |
| equipment to support programs and activities. | Estimated project value: \$55,160 |
| Community event sponsorship | Applications funded: 28 |
| Financial support to not-for-profit community organisations, groups and | Funding allocated: \$66,661 |
| associations to operate events that contribute to the municipality. | Voluntary council contribution: \$29,732 |
| | Estimated project value: \$701,097 |
| Seniors program grants | Applications funded: 15 |
| Financial support to deliver events, programs or activities that are innovative | Funding allocated: \$12,000 |
| and inclusive and support our older residents. | Estimated Project value: \$24,042 |
| Junior development grants | Applications funded: 6 |
| Supports local young people who have been chosen to represent their institution, club or organisation at a State or National level in a variety of areas including sport and recreation, culture, the arts, science and technology. | Funding allocated: \$2,911 |
| Youth GO! grants | Applications funded: 6 |
| To support schools, community groups or organisations to host youth focused events or activities. Supported by the State Government's Engage! program. | Funding allocated: \$5,500 |
| Job skills grants | Applications funded: 6 |
| Residents aged 16 to 25 years old to assist them in completing short courses and qualifications. | Funding allocated: \$1,195 |
| Business Assistance Grants | This grant program was put on hold in 2023-24 pending the development and adoption of the Campaspe Economic Development and Tourism Strategy. |

Grants received by Campaspe Shire Council

Council regularly applies for grants to supplement out income to deliver priority projects that benefit the community. Additionally, we gratefully receive automatic funding from various federal and state government grant programs. The grants we received in 2023-24 included:

| Successful grant applications | | | | |
|-------------------------------|--|--|--------------|--|
| Date | Grant Program | Project | Amount | |
| August 2023 | Risk & Resilience Grant Program | Campaspe Shire Council Emergency Relief Centre Capacity Building Project | \$125,000 | |
| September 2023 | 2023 Children's Week Grants | 2023 Children's Week Event | \$700 | |
| September 2023 | Respect Victoria's 16 Days of Activism | Respect Victoria's 16 Days of Activism | \$1,500 | |
| December 2023 | Public Record Office VIC - Local History Grants program Round 22 | Port of Echuca Mixed Media Digitisation Project | \$11,575 | |
| January 2024 | Growing Regions Program - Round 1 | Victoria Park Multipurpose Facility | \$11,356,067 | |
| March 2024 | VCFA for Strategic Planning Assistance | Echuca West Precinct Structure Plan (PSP) and Development Contributions Plan (DCP) Review | \$80,000 | |
| March 2024 | Community Child Care Fund – Sustainability Support | Care and Education for Local Community of Rochester | \$200,000 | |
| March 2024 | Regional-Community-Sports- Infrastructure-Fund - Community Facilities Stream | Accessibility upgrade for Kyabram Wilf Cox Facility | \$1,000,000 | |

| Government grants received | | | |
|----------------------------|---|---|--------------|
| Date | Grant Program | Project | Amount |
| 23 July | Roadside Weeds and Pests Program 23-24 | Provides funding to plan and implement control activities for weeds and pests on municipal rural roadsides. | \$85,000 |
| 23 December | 2023-24 Public Libraries Funding Program | This funding assists in providing library services to Campaspe Shire Community. | \$312,795 |
| 23 December | Premiers Reading Challenge Book Fund 23-24 | An annual allocation to buy materials to support the annual Premiers' Reading Challenge including books, audio and eBooks. | \$9,005 |
| 24 May | Roads to Recovery Program | Funding priority local projects, projects funded under RTR can be delivered at any time throughout the five- year funding period. Total funding is \$23,080,672 over a five-year period, however 2024-25 allocation is \$3.41 million | \$23,080,672 |
| 24 June | Municipal Emergency Resourcing Program 2024-2028 | Annual program to support councils to effectively deliver on emergency management responsibilities established in legislation, state plans and policies including the State Emergency Management Plan (SEMP) and the Vulnerable People in Emergencies Program. | \$60,000 |

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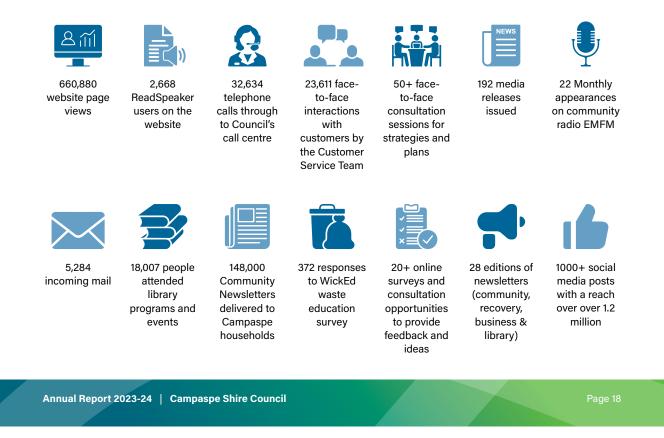
Communications and Engagement

Talking with our community, gathering insights, experiences and knowledge helps us make better and more informed decisions.

Over the past year, we've engaged with our community on many plans and decisions, gathering feedback and sharing information through face-to-face meetings, online surveys, newsletters, our website, media and advertising, social media posts and over the phone. Additionally, our community contacts us to seek help, find out information, process payments and to let us know when we're not measuring up!

We try hard to keep our community informed through a variety of communications tools; our website is the "go to" place for reports, information, and latest news.

Here are just some of our engagement and communications statistics over the past 12 months.



Engagement Highlights



Poolpod Goes Viral

In August 2023, the Echuca War Memorial Aquatic Centre introduced the Poolpod, enhancing pool access for wheelchair users and those with reduced mobility. The Poolpod, which can be used with a submersible wheelchair or while standing, received widespread acclaim, with a promotional video amassing a reach of 9.2 million with over 211k likes, 2.7k comments, and 20k shares on social media.



Campaspe on Spotify

Campaspe Library Service launched a two-part podcast as part of a research project undertaken by Nerida Dye, the Campaspe Library's Community Outreach Coordinator. The podcast explores the concept of social prescribing and how library services can improve the health and wellbeing of residents. The social prescribing project and other Campaspe library health and wellbeing initiatives are also featured in the April/May edition of RM Williams Outback Magazine in an article titled Bush Libraries: a new chapter.



Campaspe Economic Development and Tourism Strategy

Extensive community and industry consultation took place in 2 phases over the 2023-24 year to prepare the draft strategy and action plan.

In Phase 1, 403 individuals participated across phase engagement activities which included, a summit event attended by over 150 people, an online survey, and six community pop-ups.

Council also conducted 19 industry forums in person and online, across a broad range of industries including Tourism & Hospitality, Professional Services, Agriculture, Industry & Manufacturing, Retail, Health & Community Services and Education. In addition to this, 1:1 interviews were conducted, and was feedback received via email. The engagement process culminated with the draft strategy being exhibited for public comment during June 2024.

Budget Community Ideas

Council allocated \$500,000 for community budget input and asked the community to submit project ideas. 222 submissions comprising 279 individual suggestions were received which was a 3600% increase in engagement for the previous year's community budget input. This resulted in 17 projects being included in the 2024-25 Council Budget.



Library Strategy Consultation

Campaspe Library Service invited residents to participate in shaping the future of their community's libraries by taking part in a survey aimed at informing the development of the 2024-2029 Campaspe Library Strategy. They received a huge 505 survey responses and 50 people attended the in-person 'Listen at the Library' sessions.

Council Plan and major achievements

The Council Plan 2021-2025 guides the work of council in providing services and projects for the community. The plan is summarised in four strategic objectives, each with indicators for monitoring achievements. Council works towards delivering on the plan and the following is a summary of those achievements under each Council directorate.

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
- Digital connectedness maximising mobility, economic productivity, health care access and education participation

Flourishing local economy

- A resilient long-term economy attractive to local and external investors
- Stimulated economic activity that provides local jobs

Growing quality of life

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- infrastructure and attractions that stimulate engagement and activity
- Effective and efficient services available local
- Children, young people and families healthy and well
- Inclusive, connected, culturally diverse and safe

Resilient protected and healthy natural environment



- Well managed resources for a sustainable future
- Sustainable water and energy use
- Protected natural environment



Communities

Overview

The Communities Directorate covers many of Council's community facing services, including community and recreational facilities, customer service, youth and volunteers through to community health, childcare and libraries to name a few, with the addition of a manager specifically for tourism, arts and culture over the past 12 months. Communities has approved many grant submissions, worked on plans for new and upgraded facilities, as well as worked with a broad range of community partners to develop agreements, plans, programs, engagement sessions, processes and polices to meet increasing demands while managing a great deal of change. This has been especially so in the tourism domain, with the transition of tourism roles due to Echuca Moama Tourism winding up towards the end of the financial year. Attracting and retaining staff has proven a challenge, like it has across most service areas, but, despite that,

Communities has delivered a variety of

community-based programs and events that have focused on Campaspe's Communities of Priority including Mental Health Month, RU Okay Day, IDAHOBIT, Seniors Week, NAIDOC Week and youth engagement activities that have reached over 1,000 young people. During the restructure of the organisation, the Customer Service Team moved into Communities as part of the Community Partnerships Team and achieved excellent results with 98% of 32,634 calls answered over the year, exceeding their KPI of 90%.

Here are just a few highlights from a year of many from the Communities Directorate.

Achievements



In March 2023, Council approved the Victoria Park Masterplan, finalising the design of a new multipurpose facility. Securing \$11.3 million from the Australian Government's 'Growing Regions Program,' the project, totalling \$13.3 million, will see the Council contribute \$2.0 million. This facility will enhance sports, events, community activities, and serve as an emergency relief centre.



The Place Based Plans for Rochester and Rushworth & District were completed through community collaboration, involving pop-up sessions, workshops, student consultations, community group interviews, and 451 survey responses, engaging over 1500 residents. The Kyabram Place Based Plan was also endorsed in December 2023.









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Achievements - Communities



The community transport service saw a significant increase, providing 203 trips, up by over 30 on the previous year. The recruitment and onboarding of three new volunteer drivers expanded service capacity. Additionally, a bequest donation facilitated the acquisition of council-branded shirts for the volunteers.



In April 2024, the Echuca Library hosted a special regional sitting of the Victorian Legislative Council, hosting MPs and staff from across the state. Along with other Council teams, the library team worked closely with the parliamentary team in the months leading up to the event which comprised a welcome reception on the Port of Echuca Wharf, a local producers lunch time market and morning/afternoon teas with catering from Echuca College students.



During the 2023-24 summer season, Council granted free access to all outdoor pools, gathering valuable usage data. This contributed to Council's landmark decision at its March 2024 meeting, which committed to an Aquatic Strategy which will aim to deliver improved aquatic facilities and wet play areas across the shire for the next 15-20 years.



In collaboration with various organisations, Council initiated activation programs at stadiums. Events included a 'We Are Vivid' session with activities like badminton and basketball, an 'Abilities Unleashed Sports Day' featuring wheelchair rugby and cricket, and 'Pickleball Power' to encourage active lifestyles. Additionally, a new program for parents and infants focused on movement and socialising was launched in Echuca and Tongala.







Resilient protected and healthy natural environment



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Community Safety and Recovery

Overview

This directorate, although small in numbers, deals with huge impacts for our community.

A large focus has been on emergency management; specifically recovery, resilience and business continuity on the back of the October 2022 floods, but with an additional flood event in January 2024, plans were disrupted with a timeline of continuous trauma and experiences impacting community and staff. Advocacy for funding to assist with recovery, building capacity and resource through the Recovery Hub in Rochester, and a degree of uncertainty has challenged us at almost every turn. In amongst this, responding to January 2024 with an Emergency Relief Centre in Echuca and continuing to support services on the ground in Rochester while focusing on short- and long-term sustainability for the community has been key.

This directorate also manages local laws, environmental health, school crossings and the animal shelter - all have

required ongoing planning, review

and compliance. Staff shortages and rising costs along with an increased risk of physical harm to school crossing supervisors have been significant challenges. Additionally, much of this directorate's work is behind the scenes in monitoring compliance, changing environmental conditions and responding to those with practical solutions such as setting over 100 mosquito traps across the municipality to assist with monitoring disease.

Key achievements and focus within the Community Safety & Compliance directorate follow.

Achievements



Campaspe Shire Council's Mayor Cr Rob Amos, Chief Executive Officer Pauline Gordon and Director Emergency Management Shannon Maynard presented at the Echuca public hearing for the Inquiry into the 2022 Flood Event in Victoria. They emphasised the flood's severe impact and urged all government levels to learn from the event and collaborate on solutions for future flood preparedness and mitigation. Council highlighted challenges such as unclear roles, staff resource shortages, data sharing issues, and bureaucratic obstacles in accessing repair funds for damaged infrastructure.



In January 2024, the Environmental Health team, despite being understaffed, coordinated the flood Secondary Impact Assessments. They visited over 150 properties in the Rochester area, assessing impacts and advising residents, while continuing to provide ongoing community environmental health services.







Resilient protected and healthy natural environment



Achievements - Community Safety and Recovery



Council produced an After-Action Report following the October 2022 Major Flood and the January 2024 Flood event which looks transparently at its internal capability and capacity to respond in the face of increasing emergencies. Council also established a Municipal Recovery Committee, comprised of community, recovery agencies, community groups and council officers. The Municipal Recovery Committee has adopted a Municipal Recovery Plan which will guide recovery throughout Campaspe.



In April 2024, the Campaspe Shire Council's Emergency Relief Centre Capacity Building Project received a \$125,000 grant from the Emergency Management Victoria Risk and Resilience Grant Program. The project aims to enhance Council facilities, focusing on diversity and inclusion, and involves collaboration with regional stakeholders and communities. Additionally, the Council secured funding for Flood Recovery Officers through Emergency Recovery Victoria's Community Recovery Officer funding to support communities until June 2025.



Council maintained a fit-for-purpose recovery hub in Rochester that has supported access to information, support services, wellbeing practitioners and recovery events program for all impacted community. Minister for Local Government Melissa Horne toured the Hub in July and the official opening which took place in October 2023 which was attended by the Victorian Premier, the Hon. Jactina Allen and the Victorian Minister for Emergency Services the Hon. Jaclyn Symes.



In November 2023, Planning Compliance moved to the Community Safety and Compliance directorate, emphasising the service's importance. Since then, over 150 historical and 100 new planning compliance matters have been investigated, with ongoing monitoring to ensure resolution.







Resilient protected and healthy natural environment



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Sustainability

Overview

The Sustainability directorate covers all things building, planning, waste and environment, economy and business. Issuing planning permits for future development and growth, such as those within the Echuca West Precinct Structure Plan have immense ramifications for our future, and they are not taken lightly. Similarly, site inspections for subdivisions, meeting compliance and regulatory requirements while helping our community grow and prosper is also high on the list of achievements. A new Integrated Planning department to cover strategic land use and support cultural and wellbeing planning, recreational and council planning has also been introduced. Making a planning officer available for walk in face-to-face enquiries at Council headquarters in Echuca once a week is another welcomed initiative. Supporting the flood recovery program with the establishment of a flood waste facility at the rear of Mt Scobie



Resource Recovery Centre was a huge achievement that assisted the community and Council. The site has been future proofed to become a large-scale emergency transfer station with recycling capabilities for future emergency events.

The need for system upgrades and specialist staff recruitment have been challenging, as has rising costs for weed management with limited suppliers available, but have not hindered a huge year for the Sustainability teams with some highlights provided below.

Achievements



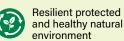
In September and October, Planning and Building Officers supported three information drop-in sessions in Rochester. The sessions were designed to provide support to residents who had been impacted by the October 2022 flood event and were looking to understand the steps they may need to take from a planning and building perspective moving forward.



Council's acquisition of a mobile hook lift compactor and trailer-mounted generator, funded by DEECA's Regional Recycling Fund (\$120K), enhanced our waste management capabilities. This equipment allows for the economical collection of light, voluminous materials like soft plastics. A trial was conducted at the Echuca Resource Recovery Centre, with plans to extend its use across smaller centres in the region.







Flourishing local economy

Annual Report 2023-24 | Campaspe Shire Council

Achievements - Sustainability



Council partnered with the Monash Industry Team Initiative (MITI) and Gardiner Foundation to employ a small multidisciplinary team of students to conduct a design and feasibility study of the Echuca Murray River frontage between the two bridges that connect Echuca and Moama, NSW.



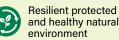
The Review of the Echuca West Precinct Structure Plan and Development Contributions plan commenced which will assist in Council in determining appropriate community infrastructure for Echuca's growing population.



Council commissioned a survey to evaluate the impact of the October 2022 floods on weeds and native vegetation, updating data from the last 2014 survey. Covering 7,507 km of roadside, the survey found crucial data for our Roadside Pest and Weed Control plan (2023-2026) and directs the current spray contractor for infestation control. It also supports the Local Laws team in enforcing against the destruction of valuable native vegetation.







Flourishing local economy

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Infrastructure

Overview

This directorate does the heavy lifting – literally! Covering the management of properties and facilities, engineering, operations, major projects and strategic assets the Infrastructure team has had yet another huge year. A large focus over the past 12 months has been on the new plant and equipment to continue maintenance and road upgrades.

Infrastructure has received over 1,200 building maintenance requests – nailing 95% completion across all shire buildings and assets. The teams continued with completing some long-awaited major projects such as the Echuca aerodrome, upgrades to amenities, the Axedale-Toolleen Road widening and the Rushworth and Rochester Service Centres. The team completed subdivisions of vacant land as well as completing solar installations on six community buildings in line with reducing emission and providing a more sustainable footprint.

After significant preparation work, we started the 12-month transition to take over management of moorings from NSW Crown Land and Transport within the bridge-to-bridge precinct.

Adoption of the Urban Forest plan will ensure a continual canopy of green across the shire over the next 10 years.

Rain impacted delivery of projects in this directorate more than almost anywhere else, and again, attracting staff and contractors was a challenge.



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Major Capital Works

Delivering capital projects is essential to achieving Council's aim to provide safe, accessible and appropriate infrastructure that meets the needs of the community. Across the 2023-24 year 52 capital projects were completed, to the value of \$33.7 million with a further \$8.6 million funds committed via contracts or purchase orders. This was Council's largest annual Capital Works expenditure to date,

The program continued to be impacted by staff resourcing, lead time issues and ongoing flood recovery works from the 2022 floods. This was further compounded by the January 2024 flood event.

The Local Roads and Community Infrastructure (LRCI) fund has seen \$14.7 million provided to Council over the past 4 years to deliver much needed works. At the end of the 2023-24 financial year, 76 per cent of the program was complete. To date \$11.3 million has been expended with the remaining projects on the program for completion in 2024-25 financial year.

Highlights of the capital works program included:

 Majority of the Echuca Aerodrome Renewal and Upgrade works completed in 2023-24 financial year.



 The substantial renewal of High St Rushworth was completed, encompassing upgrades to road pavement, kerb and channel, footpaths, and minor



drainage works, representing a significant improvement to the infrastructure and accessibility of the area.



- Toolleen Axedale Road Widening and Safety Upgrade (LRCI).
- The Rushworth Service Centre and Library (part funded by State Government's Living Libraries Fund) was completely refurbished and reopened in March 2024.
- Shire Wide Amenities Project (LRCI) commenced with new accessible amenities being installed at Lions Park in Rushworth, Rotary Park in Rochester and Alton Reserve in Echuca.



Echuca Aquatic Reserve Stormwater and Lagoon Upgrade (part funded by the state government's Integrated Water Management program).

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Achievements - Infrastructure

Several other highlights across the Infrastructure Directorate included:



River Boat Dock Kiosk in Echuca was fitted out, and a long-term lease was granted, revitalising the Riverboat Dock Precinct. An extension was provided to the lessee, leading to a short-term occupancy for a local business under the Community Leasing Policy, which was updated in November 2023 to include creative practitioners, entrepreneurs, and start-ups, offering peppercorn rental rates to enhance community access and occupancy of Council properties.



Council purchased a number of new plant and equipment items for parks, gardens, and road maintenance. New plant items will enhance the upkeep of sports facilities, parks, gardens, and open spaces, including improved tree management. Additionally, new graders, water trucks, and tip trucks will enable more efficient maintenance of the road network, particularly gravel roads and shoulders.



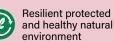
Rochester Service Centre and Library was renovated as a result of damage during the October 2022 floods. The renovation included two new private reading pods and the new layout accommodates a larger library space and a meeting room with kitchenette that community members can utilise.



Works continued at the Echuca Holiday Park including the completion of a splash park, as well as installation of accessible cabins and new quad amenity blocks.









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Corporate

Overview

Our Corporate directorate handles an extensive array of internal and external services, covering people and culture, information and communications technology, finance and governance and risk.

Much of what this team does is behind the scenes, servicing the organisation in a way that enables all directorates and staff to deliver on their goals. Many achievements are shared wins working with the entire organisation.

Amongst the key achievements were the implementation of cyber security initiatives to protect our customer data, auditing our internal systems, reviewing and updating our Election Period Policy for transparent democratic processes in the lead up to the approaching Local Government elections, and working on the flood insurance program to provide best value to the community in the reinstatement of community assets. A new people and culture structure has played a critical role in setting the organisation up for successful and sustainable recruitment, leadership development and future listening, learning and leading pathways.

In May this year National Volunteer Week highlighted the important role volunteers play in our community with around 80 volunteers assisting with community transport, library and animal shelter services. Our CEO and management team joined 40 volunteers for afternoon tea to thank them for their incredible contribution to Campaspe Shire.

Achievements



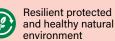
Council adopted its 2024-25 budget on time and with a surplus result. The surplus was the result of improved budget forecasting, as well as new opportunities for revenue being identified. There is also the reduction in flood recovery expenditure (from the October 2022 flood), as Council comes to the end of the recovery works (expected to be completed by June 2025).



Council launched a leadership development program, designed to foster a robust leadership team. This program provides leaders with practical tools and techniques to address Council's current priorities and challenges, and offers opportunities for action learning, coaching, and reflection, in conjunction with strategically significant projects.









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Achievements - Corporate



Council has enhanced visitor and staff experiences at aquatic centres with an updated software application, offering greater flexibility and capability. Additionally, the core software for accounts payable and purchasing has been upgraded, reflecting our commitment to service improvement and staying current with technological advancements.



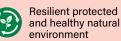
Council reported quarterly on our achievements against the Council Plan, and coordinated the annual Community Satisfaction Survey which reflected an overall improvement of seven per cent in perceptions of Council services by the community, in many areas well above the annual Victorian regional average.



Council celebrated the outstanding contributions, achievements and service of our people in a staff Gala event in October 2023. The event highlighted the amazing work our staff provide to Council and our community through their demonstration and commitment to Council's values, Respect, Customer Focus, Continuous Improvement, Teamwork and Accountability.







Flourishing local economy

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Fast Facts



120,102 visits to library branches



tonnes of recycling material collected in kerbside bins



2,317 cats registered



5,211 vaccines given



1,746,353 kerbside bin collections



birth notifications



505 kindergarten enrolments processed

Q 470 street trees planted



7,566

dogs registered

new citizens conferred from 19 different countries



1,600km

of gravel roads maintained

tonnes rock quarried

Annual Report 2023-24 | Campaspe Shire Council

During 2023-24, Campaspe Shire was a hub of community engagement and enrichment, with Councillors and staff attending and hosting a variety of events that fostered connection and well-being among its residents.

July 2023













Our Year in Pictures

August 2023



September 2023





Science week at Campaspe Libraries







October 2023











Annual Report 2023-24 | Campaspe Shire Council

Our Year in Pictures

November 2023



December 2023





Launch of young professionals network Next Gen Connect



Community Transport Volunteers lunch on the MV Maryann



Mayoral elections saw Cr Rob Amos elected Mayor and Cr Tony Marwood Deputy Mayor



Annual Report 2023-24 | Campaspe Shire Council

January 2024



February 2024



Business Victoria Marketing & Social Media workshops









Annual Report 2023-24 | Campaspe Shire Council

March 2024





International Women's Day at Campaspe Libraries

April 2024









May 2024





LG Pro Awards evening with High Commendations in Young Achiever and Service Delivery Categories







June 2024





Annual Report 2023-24 | Campaspe Shire Council



Organisation Structure

Council is the governing body that appoints the Chief Executive Officer (CEO). The CEO has responsibility for the day-today management of Council operations in accordance with the strategic directions of the Council Plan. Five Directors and the CEO form the Executive Leadership Team (ELT). ELT leads the organisation and meets weekly to oversee and manage Council operations. ELT also provides Council with information and advice that supports strategic and effective decision making, ELT is supported by a team of departmental managers. Details of the CEO and Directors reporting directly to the CEO are set out below.

Pauline Gordon, **Chief Executive Officer**

Commenced: 24 October 2022

Areas of responsibility: Councillor Support, Community Engagement, Council Agenda / Minutes, Communications, Public Relations, Marketing, Graphic Design / Digital / Social Media

Kate Lemon,

Commenced: 29 May 2023



Shannon Maynard, Director Emergency Management

Commenced: 20 March 2023

Areas of responsibility: **Emergency Management**, Planning, Response, Recovery, Local Laws / Animal Shelter, **Planning Investigation**



Jo Bradshaw, **Director Community**

Commenced: 3 July 2023

Areas of responsibility: Community Facilities, Community Development, Youth Services, Children & Family Services, Customer

Service, Library Services, Maternal & Child Health, Aquatic Services, Facilities & Open Festivals & Events, Tourism, Arts & Culture,



Space, Recreation Planning, Stadiums, **Community Grants and Indigenous** Engagement

Michael Sharp, Director Sustainability

Commenced: 3 July 2023

Areas of responsibility:

Commercial Businesses, Conservation, Aerodrome, Waste & Environment, Statutory Planning, Strategic Planning, Economic Development, Environmental Health, Building Services



Director Infrastructure

Areas of responsibility: Construction, Parks & Gardens, Quarry Operations, Road Maintenance, Engineering Design, Plant & Fleet, Road Services, Strategic Asset Management, Building Maintenance, Capital Works, Project Management, Property Management

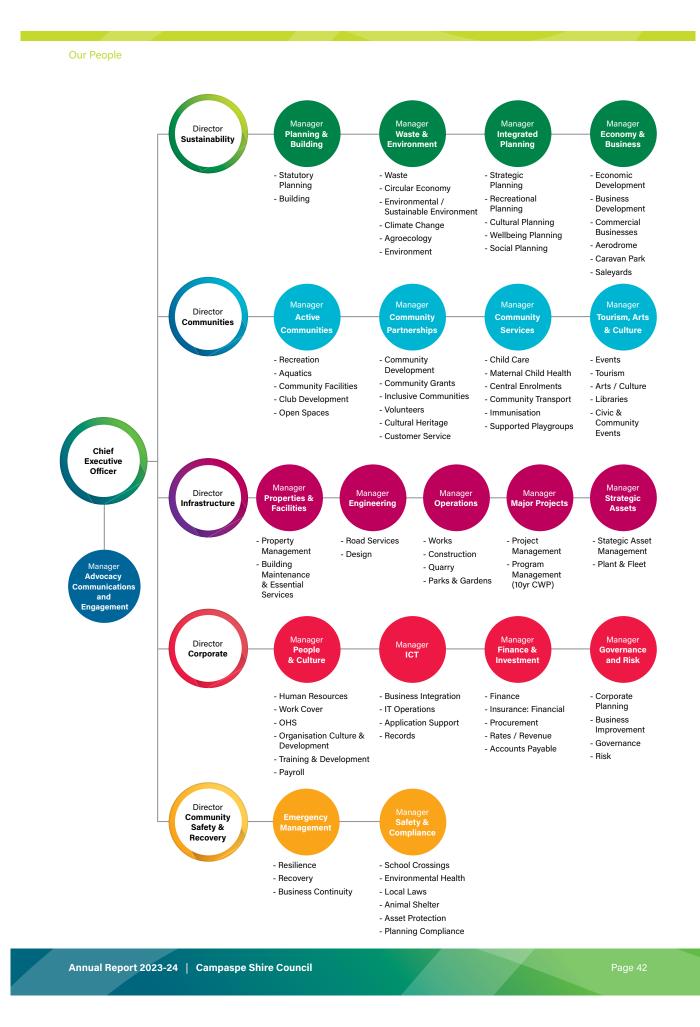
Matthew McPherson, Director Corporate

Areas of responsibility: Human Resources, OHS, Payroll, Training,

Commenced: 29 May 2023



Volunteers, Application Support, **Business Integration, ICT** Operations, Information Services, Corporate Planning, Governance, Financial Accounting, Management Accounting, Revenue & Rates, Accounts Payable, Procurement

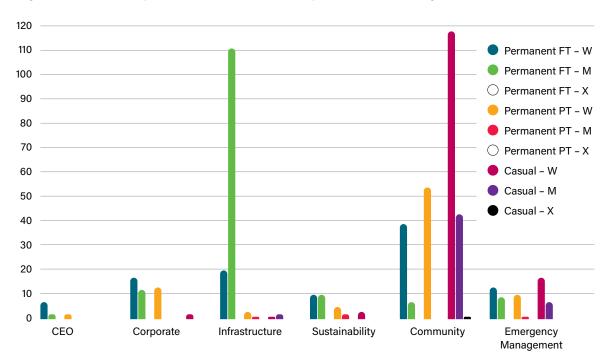


Council Staff

As at 30 June 2024, Council employed 543 staff, which consisted of full-time, part-time, temporary and casual positions.

Overall, 148 permanent, temporary or casual staff joined Council during the year to fill vacant positions and meet increased legislative, project and operational requirements.

| Employee type / gender | CEO | Corporate | Infrastructure | Sustainability | Community | Community Safety and Recovery | Total |
|---------------------------|-----|-----------|----------------|----------------|-----------|-------------------------------------|-------|
| Permanent FT - W | 7 | 17 | 20 | 10 | 39 | 13 | 106 |
| Permanent FT - M | 2 | 12 | 111 | 10 | 7 | 9 | 151 |
| Permanent FT - X | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Permanent PT - W | 2 | 13 | 3 | 5 | 54 | 10 | 87 |
| Permanent PT - M | 0 | 0 | 1 | 2 | 0 | 1 | 4 |
| Permanent PT - X | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Casual - W | 0 | 0 | 1 | 3 | 118 | 17 | 139 |
| Casual - M | 0 | 2 | 2 | 0 | 43 | 7 | 54 |
| Casual - X | 0 | 0 | 0 | 0 | 1 | 0 | 1 |
| Total | 11 | 44 | 138 | 30 | 262 | 57 | 543 |



Legend: FT (full time), PT (part time), W (women), M (men), X (person of self-described gender)

Annual Report 2023-24 | Campaspe Shire Council

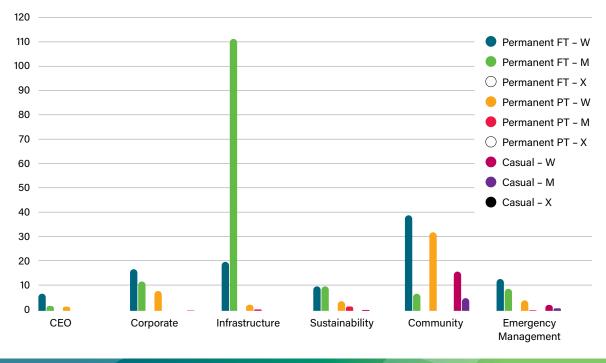
Council Staff

A summary of the number of FTE Council staff by organisational structure, employment type and gender is detailed in the following table:

| Employee type / gender | CEO | Corporate | Infrastructure | Sustainability | Community | Community Safety and Recovery | Total |
|---------------------------|-------|-----------|----------------|----------------|-----------|-------------------------------------|--------|
| Permanent FT - W | 7 | 17 | 20 | 10 | 39 | 13 | 106 |
| Permanent FT - M | 2 | 12 | 111 | 10 | 7 | 9 | 151 |
| Permanent FT - X | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Permanent PT - W | 1.69 | 8.11 | 2.49 | 3.95 | 32.06 | 4.28 | 52.59 |
| Permanent PT - M | 0 | 0 | 0.60 | 1.79 | 0 | 0.26 | 2.65 |
| Permanent PT - X | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Casual - W | 0 | 0 | 0 | 0.37 | 16.03 | 2.41 | 18.81 |
| Casual - M | 0 | 0.15 | 0 | 0 | 5.20 | 1.03 | 6.39 |
| Casual - X | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total | 10.69 | 37.26 | 134.09 | 26.11 | 99.29 | 29.98 | 337.45 |

Legend: FT (full time), PT (part time), W (women), M (men), X (person of self-described gender)

The above figure represents staff numbers as at 30 June 2024 and does not include vacant and/or casual roles not actively working in this period.



Annual Report 2023-24 | Campaspe Shire Council

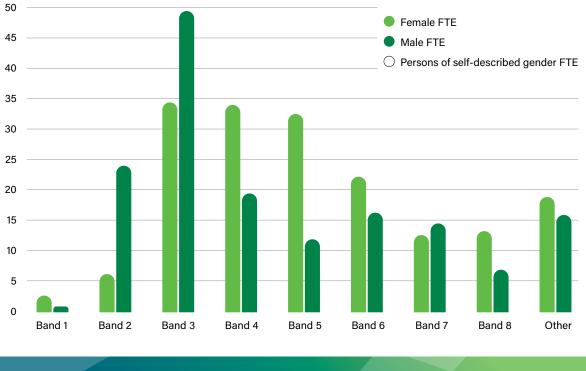
Council Staff

A summary of the number of FTE staff categorised by employment classification and gender is detailed in the following table:

| Employment Classification | Women FTE | Men FTE | Persons of self-described gender FTE | Total FTE |
|---------------------------|-----------|---------|--|-----------|
| Band 1 | 2.75 | 0.96 | 0 | 3.72 |
| Band 2 | 6.28 | 24.08 | 0 | 30.36 |
| Band 3 | 34.48 | 49.49 | 0 | 83.97 |
| Band 4 | 34.07 | 19.53 | 0 | 53.60 |
| Band 5 | 32.58 | 12 | 0 | 44.58 |
| Band 6 | 22.28 | 16.37 | 0 | 38.65 |
| Band 7 | 12.69 | 14.6 | 0 | 27.29 |
| Band 8 | 13.34 | 7 | 0 | 20.34 |
| Other | 18.94 | 16 | 0 | 34.94 |
| Total | 177.40 | 160.04 | 0 | 337.45 |

Other' includes non-banded workforce members, including nurses and senior executive officers.

The above figure represents staff numbers as at 30 June 2024 and does not include vacant and/or casual roles not actively working in this period.



Annual Report 2023-24 | Campaspe Shire Council

Other Staff Matters

Enterprise Agreement

The current Campaspe Shire Council Enterprise Agreement was submitted to the Fair Work Commission and approved on 19 January 2023 and remains in force until 16 February 2025.

Equal Opportunity

Council takes its equal opportunity responsibilities seriously and is committed to ensuring all employees, volunteers and contractors are treated equally, fairly and respectfully regardless of their background or identity.

Furthermore, Council actively manage diversity, equity and inclusion in the workplace by seeking ways to foster an environment where all employees, volunteers and contractors feel welcome, respected, and valued.

The objectives of the equal opportunity program are to:

- Achieve and maintain an environment that is free from discrimination, vilification, bullying and sexual harassment.
- Offer equity of access to training opportunities and career paths.
- Consistently apply the relevant policies and procedures throughout the organisation.
- Provide Equal opportunity, inclusion awareness, and the prevention of workplace bullying and sexual harassment training programs for all staff.

Gender Equity

Council must act in accordance with legislation that outlines the role of local government in creating equal and inclusive communities, including the Gender Equality Act 2020 (Vic).

To support gender equality in the workplace, Council undertakes various activities, such as:

- Implementing our Gender Equality Action Plan that outlines the goals, strategies and actions to promote gender equality across the organisation and the community.
- Developing a Gender Impact Assessment and conducting gender audits and reviews to identify gaps and opportunities for improvement on capital work projects and beyond.
- Providing flexible work arrangements, parental leave, and other support for employees with caring responsibilities, regardless of their gender identity or expression.

- Promoting women's leadership and representation in decision-making roles and committees, as well as supporting the career development and progression of women and gender diverse employees.
- Engaging with staff and stakeholders to raise awareness and understanding of gender equality issues and challenges, and to foster a culture of respect and inclusion.
- Hosting events for International Women's Day and training opportunities to increase awareness.
- Developing resources and guidelines to ensure equity in communication and letters from Council is applied.
- Meeting our reporting obligations for submission to the Commission of Gender Equality.

Health & Safety

Council has a strong commitment to Occupational Health and Safety.

Our OHS Committee is represented by employees from across the organisation with attention given to both preventative and mitigation measures such as:

- Monitoring and mitigation of staff mental health as parts of our work force adapt to working from home.
- Providing OH&S education to all staff.
- Conducting risk and safety audits proactively for council work sites and workplaces and for identified hazards and near misses.
- Conducting safety investigations when incidents occur including identifying any process changes to mitigate any future occurrences.
- Leveraging safety culture survey results to look for proactive initiatives and programs that will enhance overall health safety and wellbeing in the workplace.

Employee Assistance Program

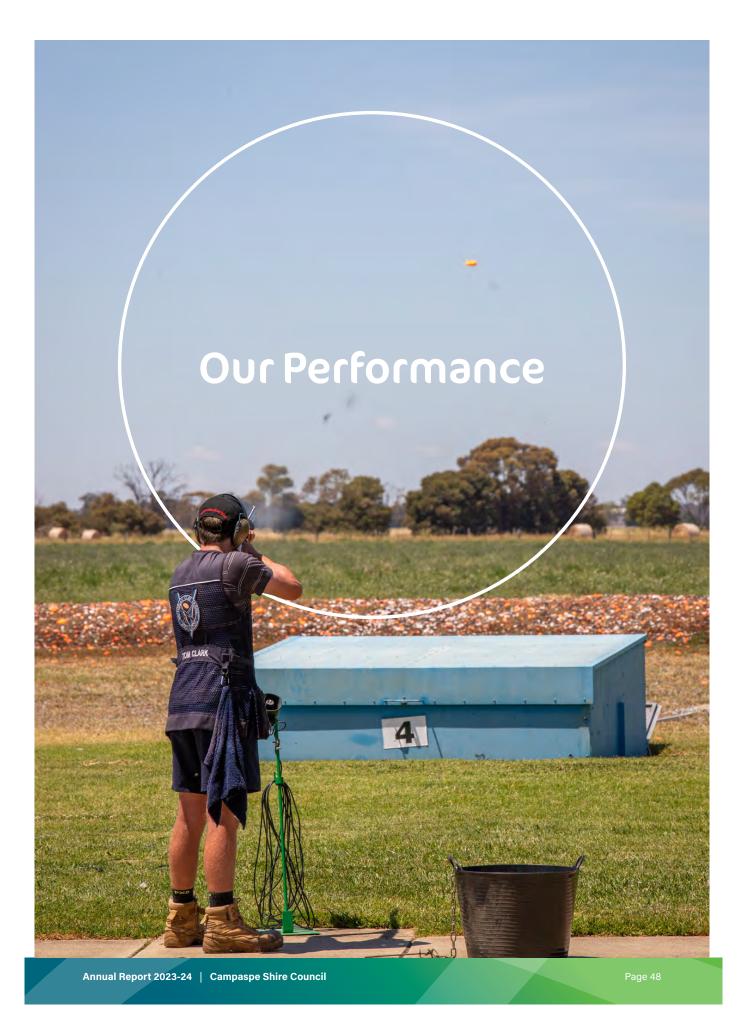
Council established a new partnership with a recognised employee assistance program provider, giving employees and their immediate families, volunteers and Councillors access to an extensive range of support services.

Employees can discretely and confidentially access assistance in dealing with a range of issues that may impact on their work performance including stress, relationship issues, financial problems, drug and alcohol dependency, career and work issues, and more. The service offers face-to-face counselling as well as access to 24-hour phone counselling.

Staff Service Milestones

The following milestones were acknowledged at the October 2023 staff recognition event.

| 10 Years | 20 Years |
|--------------------|------------------------|
| Mark Miller | Joshua Sperling |
| Elly Hayes | Hamish Thornton |
| Rebecca Lenthall | Alissa Herd |
| Tegan Williams | Donna Wilson |
| Matthew Webb | *Kevin Russell |
| Tracy Woods | Julie Thornton |
| Suzanne Thomas | Denise Gilby |
| Geoff Nash | Leaha Wheeler |
| Emma Mallick | 25 Years |
| Narelle Betts | Samantha Leorke |
| Daniel Moylan | Thelma O'Keefe |
| Zac Fitzpatrick | Jenny Brown |
| Sonia Hawking | Jenny Mustey |
| Anne Bennett | Jenny Musicy |
| Lisa Dickson | 30 Years |
| | Lynne Napier |
| 15 Years | Helen Crilly |
| Hayley Sutton | |
| Glen Read | 35 Years |
| Deidre Walker | Wendy O'Hara |
| Stacey Palling | Anthony McDonnell |
| Desmond Partington | 40 Years |
| Daryl Archibald | Gaye Pellegrino |
| Nikita Frawley | *awarded posthumously |
| Wendy Moyle | awarded postitutiously |
| Madeline Frawley | |
| Sharon Carey | |



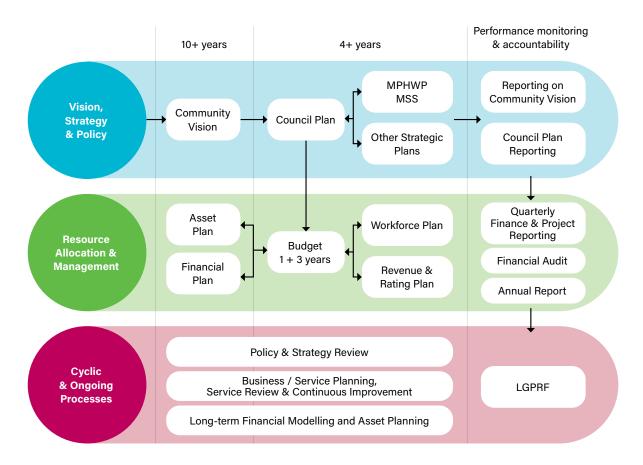
Integrated Strategic Planning and Reporting Framework

Part 4 of the Local Government Act 2020 requires councils to prepare the following:

- A Community Vision (for at least the next 10 financial years).
- A Council Plan (for at least the next 4 financial years).
- A Financial Plan (for at least the next 10 financial years).
- An Asset Plan (for at least the next 10 financial years).

- A Revenue and Rating Plan (for at least the next 4 financial years).
- An Annual Budget (for the current year plus the next three years).
- A Quarterly Budget Report.
- An Annual Report (for each financial year) and
- Financial Policies.
- The Act also requires councils to prepare:
- A Workforce Plan (including projected staffing requirements for at least 4 years).

The following diagram shows the relationships between the key planning and reporting documents that make up the integrated strategic planning and reporting framework for local government. There are opportunities for community and stakeholder input and feedback as part of the process.



Performance

Council's performance for the 2023-24 year has been reported in a number of ways:

- Results achieved in relation to the strategic indicators in the Council Plan.
- Progress in relation to the major initiatives identified in the budget.
- Services funded in the budget and the people or sections of the community who are provided those services.
- Results against the prescribed service performance indicators and measures.

Well Planned Places

Strategic indicators

The following reviews the performance of Council against the Council Plan including results achieved in relation to the strategic indicators included in the plan.

| Indicator | Source | 2022-23 results | 2023-24 results |
|---|---|--|--|
| Greater value of building approvals | RemPlan | Total cost of works \$105.240 million | Total cost of works \$174.660 million |
| Average time taken to decide planning applications | Local Government Performance Reporting | 56 days | 43 days |
| More landholdings transferred to community management or ownership | Internal | 0 | 2 |
| Length of foot and cycle pathways constructed | Internal | 2.16 kms | 1.14km |
| Percentage of sealed roads maintained | Local Government Performance Reporting | 97.07% | 92.59% |

Annual Plan Major Initiatives

The following statement reviews the year's progress on major and other initiatives identified in the 2023-24 budget.

| Initiative | Result | Action |
|--|-------------|---|
| Major | | |
| Complete the Toolleen Axedale Road widening project. | Completed | Works completed and Practical Completion issued 18 March 2024. |
| Continue stage 2 of the Rushworth Streetscape renewal project. | Completed | Rushworth Streetscape Renewal Stage 2 reached Practical Completion and was able to be fully utilised by the community on 28 March 2024. |
| Other | | |
| Complete storm water pump renewals at sites in Kyabram and Rochester. | Completed | The renewal of storm water pumps at sites in Kyabram and Rochester has been completed. |
| Complete irrigation renewal projects in parks and gardens within Kyabram, Rochester and Echuca. | In progress | Kyabram Service Centre - works complete. Mangan St, Tongala - works complete. Victoria Park, NRMA Holiday Park & Hopewood Gardens, Echuca Funding was committed before end of financial year and works have commenced. Project to be completed by August 2024. |
| Complete the Rushworth (Waranga) Rail Trail | In progress | Stage 1 (vegetation removal) completed and Stage 2 under way. Stages 3 & 4 anticipated for contract award August 2024 and construction through to late 2024 / early 2025. |
| Finalise the Echuca Aquatic reserve designs and pursue funding opportunities | Completed | There is a Council resolution in place to explore submitting this project to the second round of the Growing Regions Fund. |
| Finalise the Victoria Park Multi-purpose building design and pursue funding opportunities | Completed | Funding has been secured to progress to construction of this project. |
| Work with recreation reserve committees of management to identify sustainable infrastructure plans | Completed | Officers have developed a schedule and commenced communication with the recreation reserve committees. |
| Complete the construction of Breen Ave Shared User Path (Kyabram) | In progress | Breen Ave Shared User Path Construction contract was awarded in August 2023 with site works well underway. |
| Undertake a review of the shared path network across the shire | In progress | To be included in the integrated planning process for township facility planning as approved by Council at its June 2024 meeting. |
| Deliver our road resheeting and resealing programs | Completed | Council's 2023-24 sealed and gravel road resealing and resheeting programs have been completed. |
| Undertake a residential land review for the Shire | Completed | Residential land review for Campaspe has been comleted and adopted by Council. |
| 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. |

Services

The following services contribute to achieving the strategies and goal for this environment:

| Service area | Description of services provided | | Budget \$'000 | Actual \$'000 |
|-------------------------------------|--|-------------------|---------------------------|---------------------------|
| Recreation | To provide spaces and facilities to support formalised active recreation and community events that support community, social and health benefits. | Rev Exp Net | 257 3,457 (3,200) | 297 3,504 (3,207) |
| Aquatics | To provide facilities that support swimming and aquatic water play. | Rev Exp Net | 1,215 4,613 (3,399) | 1,370 3,992 (2,622) |
| Emergency management | To strengthen local capacity and capability and build community resilience in compliance with legislative responsibilities. | Rev Exp Net | 60 506 (446) | 3,164 4,433 (1,269) |
| Engineering | To ensure that Council's infrastructure is designed, constructed and maintained to provide a fit for purpose network for people across the shire. | Rev Exp Net | 122 506 (385) | 264 761 (497) |
| Parks and gardens maintenance | To provide safe and attractive public open spaces that support a range of recreation opportunities for community, social and environmental benefit. | Rev Exp Net | 0 5,643 (5,643) | 8 6,185 (6,177) |
| Project management | To ensure the efficient, timely and cost effective delivery of Council's Capital Works Program. | Rev Exp Net | 0 705 (705) | 2 870 (868) |
| Road services | To ensure the operational and statutory functions of road and drainage infrastructure are in compliance with legislative responsibilities. | Rev Exp Net | 30 25,021 (24,991) | 194 33,454 (33,260) |
| Building and planning | To provide for the fair, orderly, economic and sustainable use and development of land across the Shire of Campaspe in compliance with legislative responsibilities. | Rev Exp Net | 629 1,291 (662) | 561 1,439 (878) |
| Strategic asset management | To provide strategic direction on the management of Council's assets to support the ongoing delivery of Council's services. | Rev Exp Net | 0 1,042 (1,042) | 0 499 (499) |

Service Performance Indicators

Results of the prescribed indicators and measures including explanation of material variations.

| Service / Indicator / Measure | Result 2021 | Result 2022 | Result 2023 | | esult 024 | Material variations and comments |
|---|----------------|----------------|----------------|----------------------------|--------------|---|
| | Actual | Actual | Actual | Target as per budget | Actual | |
| Aquatic facilities | Actual | Actual | Actual | buuget | Actual | |
| Service standard Health inspections of aquatic facilities [Number of authorised officer inspections of council aquatic facilities / Number of council aquatic facilities] | 2.88 | 1.00 | 1.75 | NA | 2.86 | Council's Environmental Health Officers increased the number of inspections conducted to improve on the previous year. Due to some non-compliance issues multiple inspections were conducted to ensure appropriate actions were taken. |
| Utilisation Utilisation of aquatic facilities [Number of visits to aquatic facilities / Municipal population] | 1.87 | 3.31 | 3.85 | NA | 3.71 | The closure of the indoor facility for six weeks to carry out maintenance works contributed to the reduction in attendance numbers. While outdoor pool fees were waived for this period, there was a change to capturing data that required all users to seek a free membership for improved understanding of who is using the facility. This requirement may also have contributed to the decrease in usage. |
| Service cost Cost of aquatic facilities [Direct cost of aquatic facilities less income received / Number of visits to aquatic facilities] | \$27.85 | \$14.01 | \$10.74 | NA | \$11.93 | In June 2023, Council made the decision to waive general public fees for all outdoor pools. While there has been a slight decrease in visitation to the 2022- 23 figures, the closure of the indoor facility and fee free outdoor pools has resulted in increased expenditure. |
| Statutory Planning | | | | | | |
| Timeliness Time taken to decide planning applications [The median number of days between receipt of a planning application and a decision on the application] | 35 | 51 | 50 | NA | 43 | The indicator remains below the State requirement of 60 days. |

| Service / Indicator / Measure | Result 2021 | Result 2022 | Result 2023 | | esult 024 | Material variations and comments |
|--|----------------|----------------|----------------|----------------------------|--------------|--|
| | Actual | Actual | Actual | Target as per budget | Actual | |
| Service standard Planning applications decided within required timeframes [(Number of regular planning application decisions made within 60 days) + (Number of VicSmart planning application decisions made within 10 days) / Number of planning application decisions made] x100 | 97.23% | 97.76% | 100% | 90% | 82.91% | Planning applications have continued to be made within appropriate timeframes. Applications decided in timeframes has seen a change due to the assessment of a number of larger applications which have required additional stakeholder engagement to achieve good planning outcomes. |
| Service cost Cost of statutory planning service [Direct cost of statutory planning service / Number of planning applications received] | \$1,054.69 | \$1,342.25 | \$1,654.05 | NA | \$1,983.05 | Council has seen an increase in costs of the service due to staff changes which has required the use of external consultants at a higher rate. |
| Decision making Council planning decisions upheld at VCAT [Number of VCAT decisions that did not set aside council's decision in relation to a planning application / Number of VCAT decisions in relation to planning applications] x100 | 80.00% | 62.50% | 50.00% | NA | 57.14% | Council has had only seven decisions appealed at VCAT which is very low compared to the number of decisions made. Officers seek to minimise VCAT applications through working with applicants and undertaking consultation meetings when objection are received. Two of the matters were resolved through negotiated outcomes prior to a hearing. |
| Roads Satisfaction of use Sealed local road requests [Number of sealed local road requests / Kilometres of sealed local roads] x 100 | 15.69% | 28.65% | 39.59% | NA | 23.80% | The number of sealed local roads requests was higher in 2022-23 as a result of the October 2022 floods. Requests in 2023-24 have returned to similar levels to the years prior to the flood. |

Annual Report 2023-24 | Campaspe Shire Council

Our Performance

| Service / Indicator / | Result | Result | Result | Re | esult | |
|---|---------|---------|---------|----------------------------|----------|--|
| Measure | 2021 | 2022 | 2023 | | 024 | Material variations and comments |
| | Actual | Actual | Actual | Target as per budget | Actual | |
| Condition Sealed local roads maintained to condition standard [Number of kilometres of sealed local roads below the renewal intervention level set by council / Kilometres of sealed local roads] x 100 | 98.96% | 97.41% | 97.07% | 98% | 92.59% | A new condition assessment of the sealed road network was carried out to update the data that informs this indicator. The new data is showing that a greater number of roads have reached intervention levels than the previous data set was indicating. The roads that have reached intervention level have been included in the 2024-25 capital works renewal program. The increase in the number of roads that have reached intervention may be the result of the extremely wet weather that has been experienced over |
| Service cost Cost of sealed local road reconstruction [Direct cost of sealed local road reconstruction / Square metres of sealed local roads reconstructed] | \$54.72 | \$77.61 | \$68.24 | NA | \$198.35 | the last few years. There was one road reconstruction carried out in 2023-24. The cost of the works was greater than previous years due to complicating factors. These were native vegetation removal which required an external specialist to be onsite when the work was carried out. Also, the nature of the road required roadside barriers (guard rails) to be installed on most of the length of the road. These are complications that have not been encountered on road reconstructions carried out in previous years and resulted in a large increase in the cost per square metre of reconstruction. |
| Cost of sealed local road resealing [Direct cost of sealed local road resealing / Square metres of sealed local roads resealed] | \$6.20 | \$6.03 | \$5.06 | NA | \$7.01 | The cost of inputs related to road resealing have increased. This has resulted in a higher per meter cost than previous years. |
| Satisfaction Satisfaction with sealed local roads [Community satisfaction rating out of 100 with how council has performed on the condition of sealed local roads] | 47 | 41 | 39 | NA | 45 | The Community Satisfaction Survey 2024 revealed a 6 point increase in satisfaction with sealed local roads above the regional Victorian average, but the overall result means Council continues its focus on road maintenance in line with community expectations. |

Annual Report 2023-24 | Campaspe Shire Council

Growing Quality of Life

Strategic Indicators

The following reviews the performance of Council against the Council Plan including results achieved in relation to the strategic indicators included in the plan.

| Indicator | Source | 2022-23 results | 2023-24 results |
|---|---|-----------------------|-----------------------|
| Community satisfaction with customer service | Metropolis Research Community Satisfaction Survey | 60 | 60 |
| Community satisfaction with consultation and engagement | Metropolis Research Community Satisfaction Survey | 49 | 56 |
| Community satisfaction with overall direction of council | Metropolis Research Community Satisfaction Survey | 48 | 56 |
| Community satisfaction with decisions made in the interest of the community | Metropolis Research Community Satisfaction Survey | 47 | 53 |
| Percentage of children fully | Department Health and | 12-15 months = 94.12% | 12-15 months = 92.77% |
| vaccinated at 12-15 months, 24-27 months and 60-63 months | Human Services | 24-27 months = 93.39% | 24-27 months = 91.84% |
| | | 60-63 months = 98.98% | 60-63 months = 96.19% |

Major Initiatives

The following statement reviews the year's progress on major and other initiatives identified in the 2023-24 budget.

| Initiative | Result | Action |
|---|-------------|---|
| Major | | |
| Deliver a Library Services Strategy that will define the priorities and strategic objectives of the service. | In progress | Officers are working through the first draft of the strategy. |
| Deliver stage 2 of the Rochester Early Learning centre redevelopment to meet childcare demand in the Rochester district. | In progress | Stage 2 construction works are well under way. |
| Other | | |
| Develop a multi-year action plan for the Municipal Early Years Plan 2023-25. | In progress | 2023-24 implementation plan is on track with 5 of 11 actions were completed within the reporting period, with 5 of 11 in progress and 1 of 11 not yet commenced. Being a multi-year action plan, the incomplete actions will carry through to the next reporting period. Development of 2024-25 Action plan has begun. |
| 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. | Completed | Council's contribution to the data dashboard is complete, including proposed and approved new developments in Campaspe that will increase kindergarten supply. |
| Implement actions arising from audits on the cultural safety of Council's Maternal and Child Health and Centre Based Care services. | In progress | Council's Facilitator Indigenous Engagement is supporting the early years teams to strengthen linkages with Traditional Owners to foster improved cultural safety among Council's early years sites. The live project for stage 2 of Rochester Early Learning provides an immediate opportunity to collaborate with Dja Dja Wurrung on the yard redevelopment as well as implementation of "Bush Kinder", delivery of cultural training for staff, and to build a foundation for regular community involvement. |
| Establish an outdoor pool calendar of events in collaboration with local community groups. | Completed | Officers worked in collaboration with community groups to deliver a range of activities for the season. This included rotation of the inflatables where possible, social events and aqua classes at Kyabram. |
| Work with community groups to increase activities at stadiums, including provision of Council run programs for community participation. | Completed | Officers worked in collaboration with Healthy Loddon Campaspe and a range of organisations to deliver activities at the three stadiums across the shire. This included Pickleball, Strength and Balance for Seniors, new parents and bubs activity sessions and the Abilities Unleashed Sports day. |
| Complete the renewal and upgrade of the Rushworth Service Centre and Library | Completed | Rushworth Service Centre and Library renewal was completed early 2024 with the official opening taking place 31 May 2024. |
| Implement the Arbovirus program throughout the active season (typically November to March) | Completed | The summer 2023-24 Arbovirus Monitoring Program was successfully completed in accordance with Council's service agreement with the Department of Health and Human Services and within the expected date range. |
| Develop a Cultural Diversity Plan | | Council has endorsed the development of an access and inclusion committee as a precursor to preparing a Cultural Diversity Plan. |

Annual Report 2023-24 | Campaspe Shire Council

Services

The following services contribute to achieving the strategies and goal for this environment:

| Service area | Description of services provided | | Budget \$'000 | Actual \$'000 |
|--------------------------|---|-------------------|-------------------------|---------------------------|
| Children's services | To provide families with access to a range of services that support the foundations for optimal growth and development of children in | Rev Exp | 4,190 5,205 | 4,037 6,506 |
| 301 11003 | partnership with families. | Net | (1,014) | (2,469) |
| Community development | To strengthen the understanding of community views and aspirations to inform decision making. | Rev Exp Net | 97 2,411 (2,314) | 112 1,978 (1,867) |
| Library | To provide space, activities and items that support access to information and knowledge. | Rev Exp Net | 457 2,034 (1,577) | 485 3,018 (2,533) |
| Regulatory compliance | To protect the safety and amenity of the built and natural environment and public infrastructure for the use and enjoyment of community members and visitors in compliance with legislative responsibilities. | Rev Exp Net | 2,570 3,375 (806) | 2,667 4,217 (1,550) |

Service Performance Indicators

Results of the prescribed indicators and measures including explanation of material variations.

| Service / Indicator / Measure | Result 2021 | Result 2022 | Result 2023 | | sult)24 | Material variations and comments |
|--|----------------|----------------|----------------|------------------|-------------|--|
| | Astual | 0 - 4 I | 0 | Target as per | 0 - 4 I | |
| Animal management | Actual | Actual | Actual | budget | Actual | |
| Animal management Timeliness | 1.00 | 1.00 | 1.00 | NA | 1.00 | No comment as no material variation. |
| Time taken to action animal management requests | 1.00 | 1.00 | 1.00 | NA | 1.00 | |
| [Number of days between receipt and first response action for all animal management requests / Number of animal management requests] | | | | | | |
| Service standard | 32.48% | 30.45% | 27.20% | NA | 16.09% | 58% of animals impounded were |
| Animals reclaimed | | | | | | felines, with an average of 3.86% |
| [Number of animals reclaimed / Number of animals collected] x 100 | | | | | | having identification and consequently reclaimed. This percentage for canines was generally higher, with 30% reclaimed. Surrendered canines have increased with 31.51% of canines impounded being surrenders, while feline surrenders have decreased with 17.95% of felines impounded surrendered. |
| Animals rehomed | 52.92% | 46.53% | 50.19% | NA | 62.42% | Canine adoption numbers increased |
| [Number of animals rehomed / Number of animals collected] x 100 | | | | | | by 31.2% whilst feline adoptions decreased by 12.8%. |
| Service cost | \$29.19 | \$30.40 | \$30.42 | NA | \$31.08 | No comment as no material variation. |
| Cost of animal management service per population | | | | | | |
| [Direct cost of the animal management service / Population] | | | | | | |
| Health and safety | 0.00% | 0.00% | 0.00% | NA | 0.00% | No animal prosecutions were |
| Animal management prosecutions | | | | | | undertaken in 2023-24. |
| [Number of successful animal management prosecutions / Number of animal management prosecutions] x 100 | | | | | | |

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| Service / Indicator / Measure | Result 2021 | Result 2022 | Result 2023 | | esult 024 | Material variations and comments |
|---|----------------|----------------|----------------|----------------------------|--------------|---|
| | Actual | Actual | Actual | Target as per budget | Actual | |
| Libraries | | | | | | |
| Utilisation Loans per head of population [Number of library collection item loans / population] | NA | NA | NA | NA | 4.19 | This is a new measure under the Local Government Performance Reporting Framework. |
| Resource standard | 29.78% | 30.10% | 28.64% | NA | 28.36% | No comment as no material variation. |
| Recently purchased library collection [Number of library collection items purchased in the last 5 years / Number of library collection items] x 100 | 2011/07/0 | | 2010 170 | | 200070 | |
| Participation Library membership [Number of registered library members / population]x100 | NA | NA | NA | NA | 24.79% | This is a new measure under the Local Government Performance Reporting Framework. |
| Library visits per head of population [Number of visits / population] | NA | NA | NA | NA | 3.14 | This is a new measure under the Local Government Performance Reporting Framework. |
| Service cost Cost of library service per population [Direct cost of the library service / Population] | \$25.61 | \$26.56 | \$29.21 | NA | \$33.14 | Increased allocation of funds to address the age of the physical collection and to increase digital resources to meet user demand. Increase staffing costs across the service due to casualisation, staff leave and changes in operating hours. |

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Our Performance

| Service / Indicator / | Result | Result | Result | Re | sult | |
|---|----------|---------|---------|------------------|---------|--|
| Measure | 2021 | 2022 | 2023 | 20 |)24 | Material variations and comments |
| | 0 atual | 0 atual | 0 otual | Target as per | Astual | |
| Maternal and Child | Actual | Actual | Actual | budget | Actual | |
| Maternal and Child Health (MCH) | | | | | | |
| Service standard Infant enrolments in the MCH service [Number of infants enrolled in the MCH service (from birth notifications received) / Number of birth notifications received] x 100 | 101.52% | 102.27% | 101.61% | NA | 101.09% | The trend in infant enrolments in the MCH service has generally remained steady across the last four years of reporting, demonstrating the trust and value placed in the service provided by Council. |
| Service cost | \$108.96 | \$90.17 | \$90.75 | NA | \$94.51 | No comment as no material variation. |
| Cost of the MCH service | | | | | | |
| [Cost of the MCH service / Hours worked by MCH nurses] | | | | | | |
| Participation Participation in the MCH service [Number of children who attend the MCH service | 72.20% | 69.11% | 69.36% | NA | 70.08% | This result is slightly higher than the previous two reporting periods and just within the expected range. Council will continue to review engagement practices with the MCH service to increase participation rates, |
| at least once (in the year) / Number of children enrolled in the MCH service] x100 | | | | | | particularly from 8 months - 3.5 years. |
| Participation in the MCH service by Aboriginal children | 82.74% | 78.23% | 80.90% | NA | 81.12% | Consistent high-level participation in the MCH service by Aboriginal children has resulted from embedding |
| [Number of Aboriginal children who attend the MCH service at least once (in the year) / Number of Aboriginal children enrolled in the MCH service] x100 | | | | | | practice change with service coordination and documentation processes. |
| Satisfaction | 96.97% | 92.95% | 95.43% | NA | 90.16% | Participation in the four-week key |
| Participation in 4 week key age and stage visit | | | | | | age and stage visit has remained on trend with prior reporting periods, demonstrating the trust and value |
| [Number of 4 week key age and stage visits / Number of birth notifications received] x 100 | | | | | | placed in the service provided by Council. |

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Resilient Protected and Healthy Natural Environment

Strategic Indicators

The following reviews the performance of Council against the Council Plan including results achieved in relation to the strategic indicators included in the plan.

| Indicator | Source | 2022-23 results | 2023-24 results |
|---|----------|-----------------|-----------------|
| More kerbside collection diverted from landfill | Internal | 8.33% decrease | 2.84% decrease |
| Efficient water consumption | Internal | 317 ML | 305 ML |
| Efficient electricity consumption | Internal | 2,936,352 kWh | 3,235,004 kWh |
| Reduce CO2 emissions by Council | Internal | 3,812 tC02-e | 3,698 tCO2-e |

Correction: The 2022-23 Annual Report incorrectly stated CO2 emissions as 6,174 tCO2-e due to unadjusted green power emissions under the VECO agreement with Red Energy. The revised figure is 3,812 tCO2-e.

Major Initiatives

The following statement reviews the year's progress on major and other initiatives identified in the 2023-24 budget.

| Initiative | Result | Action |
|--|-------------|--|
| Major | | |
| Complete upgrades to skip bin loading bays at the Colbinabbin, Lockington and Toolleen Resource Recovery Centres. | In progress | Colbinabbin reached practical completion in July 2024, Toolleen on track to be completed by end of July 2024. Lockington is scheduled to be completed by August 2024. |
| 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 |
| Other | | |
| Complete the Integrated Water Management project at the Echuca Aquatic Reserve drainage basin. | Completed | The Integrated Water Management component of the project was completed in late December 2023. |
| Develop an action plan for the implementation of the Urban Forest Strategy. | Completed | Action plan has been developed as part of the Urban Forest Plan (UFP), which was endorsed at the April 2024 Council meeting for public exhibition. |
| Carry out sampling and testing on closed landfills to understand the environmental risks and identify remediation actions if required. | Completed | Sampling and testing has been completed for all closed landfills. Draft report has been received. The draft report has identified that there are no urgent risks to the environment and human health but additional capping will likely be required at all sites. |
| Develop an Environmental Sustainability Design framework for Council projects. | Not started | It has been decided to defer this item until the completion of the Emissions Reduction Action Plan so that the key findings can be incorporated into a framework that is linked directly with Council's key actions. |
| 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. | Not started | The Domestic Wastewater Management Plan is currently under review pending the release from the Environment Protection Authority of the new Guidelines for Onsite Wastewater Management and Guideline for Onsite Wastewater effluent dispersal and recycling systems. These will be replacing the EPA Code of Practice for Onsite Wastewater Management. |
| Develop and emissions reduction plan to assist in the delivery of Councils Environmental strategy. | In progress | Environmental consultants were appointed at the end of June 2024. Expected completion is currently February 2025. |

Services

The following services contribute to achieving the strategies and goal for this environment:

| Service area | Description of services provided | | Budget \$'000 | Actual \$'000 |
|---------------------------------|--|-------------------|-------------------------|-------------------------|
| Environment and conservation | To protect, enhance and conserve native flora and fauna through community education and programs. | Rev Exp Net | 90 604 (514) | 150 451 (301) |
| Environmental health | To protect and enhance the health and wellbeing of residents and visitors through the delivery of public health programs and services in compliance with legislative responsibilities. | Rev Exp Net | 361 1,027 (667) | 337 1,062 (725) |
| Waste collection and management | To provide services for the removal of waste and the collection of recycling. | Rev Exp Net | 7,497 7,898 (401) | 7,211 7,536 (325) |

Service Performance Indicators

Results of the prescribed indicators and measures including explanation of material variations.

| Service / Indicator / Measure | Result 2021 | Result 2022 | Result 2023 | Result 2024 | | Material variations and comments |
|--|----------------|----------------|----------------|----------------------------|--------|---|
| | Actual | Actual | Actual | Target as per budget | Actual | |
| Food safety | Actual | Actual | Actual | buuget | Actual | |
| Timeliness Time taken to action food complaints [Number of days between receipt and first response action for all food complaints / Number of food complaints] | 1.64 | 2.36 | 3.83 | NA | 1.00 | Officers have made all food complaints a priority, although some complaints may take days to close out. Officers have prioritised addressing the issues raised during the first contact. |
| Service standard Food safety assessments [Number of registered class 1 food premises and class 2 food premises that receive an annual food safety assessment in accordance with the Food Act 1984 / Number of registered class 1 food premises and class 2 food premises that require an annual food safety assessment in accordance with the Food Act 1984] x 100 | 72.38% | 64.95% | 43.88% | NA | 71.70% | The improvement from the previous year was due to assistance of an officer secondment that was funded due to the impact the floods had on officer's ability to complete assessments. |

Our Performance

| Service / Indicator / | Result | Result | Result | Re | sult | |
|---|----------|----------|----------|------------------|----------|--|
| Measure | 2021 | 2022 | 2023 | | 024 | Material variations and comments |
| | | | | Target as per | | |
| | Actual | Actual | Actual | budget | Actual | |
| Service cost | \$393.33 | \$449.44 | \$473.27 | NA | \$596.22 | Council has experienced a decrease |
| Cost of food safety service | | | | | | in the number of registered premises, which coupled with increased internal |
| [Direct cost of the | | | | | | costs including staffing, caused a |
| food safety service / | | | | | | corresponding increase to the per |
| Number of food premises | | | | | | premises service cost. |
| registered or notified in accordance with the | | | | | | |
| Food Act 1984] | | | | | | |
| Health and safety | 100.00% | 85.00% | 100.00% | NA | 90.91% | One premises' non-compliance was |
| Critical and major non- | | | | | | not followed up in 2023. A range of issues impacted the team in 2023 |
| compliance outcome notifications | | | | | | including ongoing work following |
| [Number of critical non- | | | | | | the October 2022 floods and staff |
| compliance outcome | | | | | | shortages. |
| notifications and major non-compliance | | | | | | |
| notifications about a food | | | | | | |
| premises followed up / Number of critical non- | | | | | | |
| compliance outcome | | | | | | |
| notifications and major | | | | | | |
| non-compliance] x 100 Service indicator | New | New | New | NA | 112.64% | Officers ensure that food sampling |
| Food safety samples | New | New | New | 117. | 112.0470 | targets are met each year to assist |
| [Number of food samples | | | | | | in the management of risks from |
| obtained / Required | | | | | | premises. Additional samples were taken above the required amount this |
| number of food samples] × 100 | | | | | | may be due to resampling conducted |
| | | | | | | due to failed samples or concerns from an officer about a premises. |
| Waste collection | | | | | | |
| Service standard | 2.10 | 4.40 | 0.54 | NA | 0.53 | Route mapping technology assists |
| Kerbside collection bins | | | | | | drivers in not missing collections. |
| missed [Number of kerbside | | | | | | |
| garbage and recycling | | | | | | |
| collection bins missed | | | | | | |
| / Number of scheduled kerbside garbage and | | | | | | |
| recycling collection bin | | | | | | |
| lifts] x 10,000 | | | | | | |

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| Service / Indicator / Measure | Result 2021 | Result 2022 | Result 2023 | | sult)24 | Material variations and comments |
|---|----------------|----------------|----------------|------------------|-------------|---|
| | | | | Target as per | | |
| | Actual | Actual | Actual | budget | Actual | |
| Service cost | \$102.25 | \$118.63 | \$133.55 | NA | \$146.88 | Increases in diesel and CPI continue |
| Cost of kerbside garbage collection service | | | | | | to affect service costs. |
| [Direct cost of the kerbside garbage bin collection service / Number of kerbside garbage collection bins] | | | | | | |
| Cost of kerbside recyclables collection service | \$48.00 | \$64.88 | \$68.38 | NA | \$89.94 | The increase in cost for the provision of the recycling service has primarily been driven by an increase in cost of |
| [Direct cost of the kerbside recyclables bin collection service / Number of kerbside recyclables collection bins | | | | | | the Material Recovery Facility (MRF) gate rate and a reduction in the value of commodities. Additional financial penalties were also incurred from the MRF due to high contamination rates of the commingled recycling bin |
| Waste diversion | 48.46% | 48.76% | 49.85% | 50% | 48.44% | No comment as no material variation. |
| Kerbside collection waste diverted from landfill | | | | | | |
| [Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins] x100 | | | | | | |

Annual Report 2023-24 | Campaspe Shire Council

Flourishing Local Economy

Strategic Indicators

The following reviews the performance of Council against the Council Plan including results achieved in relation to the strategic indicators included in the plan.

| Indicator | Source | 2022-23 results | 2023-24 results |
|--------------------------------------|--|------------------------|------------------------|
| Growing Gross Shire Product (GSP) | Remplan | 2022 = \$2.526 billion | 2023 = \$2.910 billion |
| Local jobs | Australian Government Small Area Labour Markets – March quarter 2024 | 2021 = 16,731 | 2023 = 17,164 |

Major Initiatives

The following statement reviews the year's progress on major and other initiatives identified in the 2023-24 budget.

| Initiative | Result | Action |
|--|-------------|--|
| Major | | |
| Commence the renewal and upgrade project at the Echuca Aerodrome | Completed | The Echuca Aerodrome Renewal and Upgrade project was awarded by Council in November 2023. Site works commenced in January 2024 per program. |
| We will undertake construction works at the Victoria Park Boat Ramp, including new retaining wall and accessible ramp | In progress | Wet ramp and retaining wall works will commence week beginning 15 July 2024 with anticipated completion of end November |
| Other | | |
| Continue to implement upgrades to the Echuca Holiday Park identified through the master plan | Completed | Completed items include two 'Quad Ensuites', a new roadway, new water services and a new sewer to eight synthetic sites, four concrete driveways to synthetic sites, 13 synthetic sites completed, replacement of non-compliant electrical installations in new synthetic areas, installation of new appropriate trees and garden beds and two accessible cabins installed. Construction of an amenities block was completed off site and was delivered to site in July 2024. |
| Deliver an Echuca and District Livestock Exchange Strategy that will define the priorities and strategic objectives of the service for the future. | In progress | Consultants have been appointed to develop a report on options for the future of Echuca and District Livestock Exchange. An interim report has been prepared which is currently being reviewed. The report will be subject to a future briefing of Council prior to the report being made available for public feedback. |
| Implement the Echuca West Precinct Structure Plan to encourage development of additional residential housing in Echuca. | Completed | The first permit of 400 lots has been issued in the Echuca West Precinct Structure Plan (PSP) with a further two subdivision applications currently under assessment. A review of the PSP and related Development Contribution Plan has also commenced. |
| Develop and implement the actions from the Economic Development and Tourism Strategy. | Completed | After extensive engagement in 2023 and 2024 the Campaspe Economic Development and Tourism Strategy and associated Action Plan was adopted by Council on 23 July 2024. |

Our Performance

Services

The following services contribute to achieving the strategies and goal for this environment:

| Service area | Description of services provided | | Budget \$'000 | Actual \$'000 |
|--------------|--|-----|------------------|------------------|
| Economic | To contribute to a strong, diverse and innovative local economy. | Rev | 6,630 | 10,503 |
| development | | Exp | 8,829 | 9,845 |
| | | Net | (2,199) | 658 |

Service Performance Indicators

There are no prescribed service performance indicators for this strategic objective.

Organisational Support

Council has several enabling services which provide responsible management to the broader organisation and the community. These services ensure that the organisation has the necessary tools to perform and enhance effectiveness and efficiency.

Services

The following services contribute to achieving the strategies and goal for this environment:

| Service area | Description of services provided | | Budget \$'000 | Actual \$'000 |
|---|--|-------------------|-------------------------|---------------------------|
| Customer communications | To connect the community with Council. | Rev Exp Net | 0 1,563 (1,563) | 60 1,780 (1,719) |
| Financial services | To ensure Council's revenue and expenditure is managed and controlled in a responsible manner to support the delivery of Council services and enable Council to plan for its long term financial sustainability. | Rev Exp Net | 68 1,933 (1,865) | 101 1,820 (1,719) |
| Governance | To provide support and advice to councillors and the organisation to ensure compliance with legislative responsibilities. | Rev Exp Net | 1 2,129 (2,127) | 21 1,126 (1,105) |
| Human resources | To partner with all parts of the organisation to provide support, tools and advice to create and facilitate a healthy and sustainable workforce. | Rev Exp Net | 0 729 (729) | 0 1,697 (1,697) |
| Information management (records) | To ensure creation, capture and maintenance, retrieval and protection of records and information in compliance with legislative responsibilities. | Rev Exp Net | 0 201 (201) | 0 142 (142) |
| Information communication technology | To facilitate the effective delivery of Council services and enhance community interaction with Council. | Rev Exp Net | 0 1,935 (1,935) | 0 2,904 (2,904) |
| Organisational strategy and performance | To ensure Council's energy is focused and that Council and staff are working towards the same goals through overseeing development of key organisation-wide strategic directions, plans and monitoring performance. | Rev Exp Net | 24 2,677 (2,653) | 185 3,710 (3,525) |
| Plant and fleet management | To plan for and effectively manage Council's plant and fleet to support the ongoing delivery of Council's services. | Rev Exp Net | 0 284 (284) | 2 280 (278) |
| Property management | To plan for and effectively manage and maximise the use of land managed by Council to support the ongoing delivery of council's services. | Rev Exp Net | 416 3,227 (2,811) | 1,030 4,169 (3,139) |

Service Performance Indicators

Results of the prescribed indicators and measures including explanation of material variations.

| Service / Indicator / Measure | Result 2021 | Result 2022 | Result 2023 | | lesult 2024 | Material variations and comments |
|--|----------------|----------------|----------------|------------------|----------------|---|
| measure | Actual | Actual | Actual | Target as per | Actual | |
| Governance | | | | | | |
| Transparency Council decisions made at meetings closed to the public [Number of council resolutions made at ordinary or special meetings of council, or at meetings of a special committee consisting only of councillors, closed to the public / Number of council resolutions made at ordinary or special meetings of council or at meetings of a special committee consisting only of councillors | 22.12% | 27.42% | 7.29% | NA | 4.76% | Council continues to provide reports in a format which allows more decisions to be made in meetings open to the public without the inappropriate release of confidential information. |
| Consultation and engagement Satisfaction with community consultation and engagement [Community satisfaction rating out of 100 with how council has performed on community consultation and engagement] | 51 | 42 | 49 | 50 | 56 | Council's consultation and engagement rating through its 2024 Community Satisfaction Survey showed a significant increase in satisfaction and achieved the highest level of satisfaction for Council since 2015. Consultation and engagement has been undertaken across many council service areas and includes major engagement around flood recovery, key infrastructure projects, Place Based Plans and the preparation of Council's 2024- 25 Annual Budget. Community engagement remains an area of focus for Council. Campaspe Shire Council's score exceeds the average overall satisfaction level across Victoria (51) and that of Large Rural Councils (48) as per Local Government Victoria's Statewide report for 2024. |

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| Service / Indicator / Measure | Result 2021 | Result 2022 | Result 2023 | | esult 2024 | Material variations and comments |
|--|----------------|----------------|----------------|------------------|---------------|---|
| | Actual | Astual | Actual | Target as per | Astual | |
| | Actual | Actual | Actual | budget | Actual | |
| Attendance Councillor attendance at council meetings [The sum of the number of councillors who attended each ordinary and special council meeting / (Number of ordinary and special council meetings) x (Number of councillors elected at the last council general election)] x 100 | 94.87% | 93.46% | 86.51% | NA | 86.51% | Councillor attendance remained high. This has been aided by the continued provision of online participation in Council meetings. |
| Service cost Cost of elected representation [Direct cost of the governance service / Number of councillors elected at the last council general election] | \$47,294.33 | \$56,006.22 | \$61,364.00 | NA | \$66,306.78 | The Mayoral allowance and Councillor allowances increased in line with Victorian Independent Remuneration Tribunal. |
| Satisfaction with council decisions [Community satisfaction rating out of 100 with how council has performed in making decisions in the interest of the community] | 52 | 43 | 47.00 | NA | 53 | The 2024 Community Satisfaction Survey showed a significant increase in satisfaction with Council's decision making in the interests of our community with Council achieving the highest level of satisfaction for this measure since 2014. Campaspe Shire Council's score exceeds the average overall satisfaction level across Victoria (50) and that of Large Rural Councils (46) as per Local Government Victoria's Statewide report for 2024. |

Governance, Management & Other Information

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Governance

Campaspe Shire Council is constituted under the Local Government Act 2020 (The Act) to provide leadership for the good governance of the municipal district and the local community. Council has a number of roles including:

- Taking into account the diverse needs of the local community in decision making.
- Providing leadership by establishing strategic objectives and monitoring achievements.
- Ensuring that resources are managed in a responsible and accountable manner.
- Advocating the interests of the local community to other communities and governments.
- Fostering community cohesion and encouraging active participation in civic life.

Council is committed to effective and sustainable forms of democratic and corporate governance as the key to ensuring that Council and its administration meet the community's priorities. The community has many opportunities to provide input into Council's decisionmaking processes including community consultation, public forums such as community forums, and online, as well as the ability to make submissions on various issues.

Council's formal decision-making processes are conducted through Council meetings and Delegated Committees of Council. Council delegates the majority of its decision-making to Council staff through the Chief Executive Officer. These delegations are exercised in accordance with adopted Council policies.

Meetings of Council

Council conducts open public meetings monthly on the third Tuesday of each month or as otherwise determined by the Council or CEO, in accordance with the Governance Rules. Members of the community are welcome to attend these meetings and observe from the gallery. Council meetings also provide the opportunity for community members to submit a question to the Council or speak to an item on the agenda. In addition, meetings are streamed live via Council's website and a recording of each meeting is available to view via the website 48 hours after each meeting.

For the 2023-24 year, Council held 14 Council meetings, of which three meetings were unscheduled Council meetings. The following table provides a summary of councillor attendance for the 2023-24 year.

| | Total | Scheduled | Unscheduled |
|---------------------|-------|-----------|-------------|
| Cr Rob Amos | 13 | 10 | 3 |
| Cr Colleen Gates | 12 | 9 | 3 |
| Cr Paul Jarman | 13 | 10 | 3 |
| Cr Daniel Mackrell | 12 | 10 | 2 |
| Cr Tony Marwood | 11 | 9 | 2 |
| Cr Leanne Pentreath | 10 | 8 | 2 |
| Cr Chrissy Weller | 12 | 9 | 3 |
| Cr Adrian Weston | 14 | 11 | 3 |
| Cr John Zobec | 12 | 10 | 2 |

The statutory meeting, including election of the Mayor, was held on 14 November 2023.

Delegated committees

The Act allows councils to establish one or more delegated committees consisting of:

- Councillors.
- Council staff.
- Other persons.
- Any combination of the above.

No delegated committees were established in 2023-24.

Code of Conduct

The Act requires councils to develop and approve a Councillor Code of Conduct within 12 months after each general election. On 17 February 2021, Council adopted a revised Code of Conduct which is designed to:

- Assist Councillors to maintain the highest standards of conduct and behaviour as well as provide a means to deal with problems they may encounter.
- Attract the highest level of confidence from Council's stakeholders.
- Assist the Mayor and Councillors to discharge the responsibilities of their public office appropriately.

In addition to setting out the Councillor Conduct Principles, the Code also outlines:

- Other conduct definitions under the Act, such as those relating to misuse of position, improper direction, breach of confidentiality and conflict of interest.
- Roles and relationships.
- Dispute resolution procedures.
- In June 2024, the Victorian Government introduced legislation to mandate a Standard Councillor Code of Conduct, to be implemented following the general election in October 2024.

Conflict of interest

Councillors are elected by the residents and ratepayers to act in the best interests of the community. This is a position of trust that requires councillors to act in the public interest. When a council delegates its powers to a council officer or a committee, the committee or officer also needs to act in the public interest.

A conflict of interest occurs when a personal or private interest conflicts, or a reasonable person in possession of the facts might perceive it to conflict, with a public duty. A conflict of interest may exist even if no improper act results from it. Council has a comprehensive procedure in place to accommodate the disclosure of a conflict of interest. Declaration of a conflict of interest is a standard agenda item for all Council and committee meetings.

While the procedures vary depending on the particular role and circumstances, in general they involve disclosing the relevant interests in a specific way and then stepping aside from the relevant decision-making process or from the exercise of the public duty. A register is maintained to record all disclosed conflicts of interest. In the 2023-24 financial year, 15 conflicts of interest were declared by Councillors at Council Meetings, and 5 declared by officers.

Councillor allowances

In accordance with Section 39 of the Act, councillors are entitled to receive an allowance while performing their duty as a Councillor. The Mayor is also entitled to receive a higher allowance.

The Victorian Government sets the upper and lower limits for all allowances paid to Councillors and Mayors. Councils are divided into three categories based on the income and population of each council. In this instance, Campaspe Shire Council is recognised as a category two council.

The following table contains details of current allowances fixed for the Mayor and Councillors during the year

| | Allowance |
|---------------------|--------------|
| Cr Rob Amos* | \$104,141.39 |
| Cr Colleen Gates** | \$40,684.35 |
| Cr Paul Jarman | \$32,462.26 |
| Cr Daniel Mackrell | \$32,462.26 |
| Cr Tony Marwood** | \$44,028.55 |
| Cr Leanne Pentreath | \$24,243.01 |
| Cr Chrissy Weller* | \$32,462.26 |
| Cr Adrian Weston | \$32,462.26 |
| Cr John Zobec | \$32,462.26 |
| Total | \$375,408.60 |

* Includes Mayor allowance

** Includes Deputy Mayor allowance

Councillor expenses

In accordance with Section 40 of the Act, Council is required to reimburse a councillor for expenses incurred whilst performing their duties as a councillor. Council is also required to adopt and maintain a policy in relation to the reimbursement of expenses for councillors. The policy provides guidance for the payment of reimbursements of expenses and the provision of resources, facilities and other support to the Mayor and councillors to enable them to discharge their duties.

The details of the expenses including reimbursement of expenses for each councillor and member of a Council Committee paid by Council for the 2023-24 year are set out in the following table.

| Councillor | Travel | Car Mileage (kms) | Expense Reimbursement | Information & Communication | Conferences & Training | Total |
|------------------------|------------|----------------------|--------------------------|--------------------------------|---------------------------|-------------|
| Cr Rob Amos | \$1,285.30 | | \$306.27 | \$401.22 | \$4,323.23 | \$6,316.02 |
| Cr Colleen Gates | | | | \$401.22 | \$2,606.86 | \$3,008.08 |
| Cr Paul Jarman | | | | \$448.92 | \$469.51 | \$918.43 |
| Cr Daniel Mackrell | | \$66.34 | | \$401.22 | \$341.17 | \$808.73 |
| Cr Tony Marwood | | | | \$401.22 | \$1,131.11 | \$1,532.33 |
| Cr Leanne Pentreath | | | | \$401.22 | \$469.51 | \$870.73 |
| Cr Chrissy Weller | | | | \$436.22 | \$341.17 | \$777.39 |
| Cr Adrian Weston | | \$4,387.28 | | \$401.22 | \$550.26 | \$5,338.76 |
| Cr John Zobec | | \$667.05 | | \$401.22 | \$341.17 | \$1,409.44 |
| Total | \$1,591.57 | \$5,120.67 | | \$3,693.68 | \$10,573.99 | \$20,979.91 |

Note: No expenses were paid by Council, including reimbursements, to members of Council Special Committees during the year.

Management

Council has implemented a number of statutory and best practice models to strengthen its management framework. Having strong governance and management frameworks leads to better decision-making by Council. The Act requires Council to undertake an assessment against the prescribed governance and management checklist and include this in its report of operations. Council's Governance and Management Checklist results are set out in the section below. The following items have been highlighted as important components of the management framework.

Audit and Risk Committee

The Audit and Risk Committee's objectives include:

- monitoring and reviewing Council's financial reporting and performance, and making recommendations for improvements
- helping Council make informed decisions about accounting policies, practices and disclosures
- considering the effectiveness of Council's internal control systems and making recommendations regarding identified deficiencies
- reviewing Council's risk management framework effectiveness, risk profile and treatment plans are in place to manage significant risks
- reviewing the scope, performance and reports of the internal and external auditors
- reviewing systems and processes in place to monitor compliance with legislation.

The Audit and Risk Committee's responsibilities are fully detailed in the Audit and Risk Committee Charter adopted by Council on 21 November 2023 and available on Council's website.

The Audit and Risk Committee consists of three independent members and two councillors. Independent members are appointed for a four-year term, with a maximum of two terms. The chair is elected from amongst the independent members. The chair was paid \$7,489.55 and one independent member was paid \$6,091.08 and the other independent member was paid \$5,632.08 for attendance.

The Audit Committee meets five times a year. The Chief Executive Officer, Director Corporate, Manager Governance & Risk, Manager Finance & Investment, Executive Assistant Corporate and Internal Auditors attend all Audit and Risk Committee meetings. Other management representatives attend as required to present reports. The external auditors attend in May and September each year to present the audit plan and independent audit report.

A report on the activities undertaken by the Audit and Risk Committee is presented to Council in September and February each year.

Internal audit

Council's internal audit function provides independent and objective assurance that the appropriate processes and controls are in place across Council. A risk based three-year Internal Audit Plan (IAP) is revised annually to ensure the audit resources remain focused on the appropriate areas. The review process considers Council's risk framework, the impact of any change on operations, systems or the business environment, prior audit coverage and outcomes and management input. The IAP is reviewed and approved by the Audit and Risk Committee annually.

The Internal Auditor attends each Audit and Risk Committee meeting to report on the status of the IAP to present findings of completed reviews. All audit issues identified are risk rated. Recommendations are assigned to the responsible Manager and tracked. Management provides an update on the implementation of all internal audit recommendations at each meeting and completed actions are reviewed by the Internal Auditor and reported to the Audit and Risk Committee.

The IAP for 2023-24 was completed with the following reviews conducted:

- Procurement and Contract Management.
- Human Resources Recruitment, Workforce Planning, Organisational Culture and On-boarding.
- Payment of Reimbursements to Staff and Councillors.
- Risk Management & Audit Plan Development.

External audit

Council is externally audited by the Victorian Auditor General's Office. For 2023-24, the annual external audit of Council's Financial Statements and Performance Statement was conducted by the Victorian Auditor General's Office representative.

The external auditors attended the September 2023 and February 2024 Audit and Risk Committee meetings to present the audit review financial and performance statements, and audit strategy. The external audit management letter and management responses were also provided to the Audit and Risk Committee.

Risk management

In February 2021, Council updated its Risk Management Policy, Framework and Strategy in line with current best practice in the management of business enterprise risks and current AS ISO 31000 standard and guidelines.

The Risk Management Policy, Framework and Strategy address items such as:

- Risk appetite.
- Best practice.
- Responsibilities of and to internal and external stakeholders.
- Risk management knowledge and training, and
- Business continuity.

Council approved its Strategic Risk Register in October 2023.

In March 2024, Council commenced a thorough review of its Risk Management Framework.

Governance & Management Checklist

The following are the results, in the prescribed form, of Council's assessment against the prescribed governance and management checklist.

| | Governance and Management Items | Assessment | |
|----|---|---|--------------|
| 1 | Community Engagement Policy (policy under section 55 of the Act outlining Council's commitment to engaging with the community on matters of public interest) | Adopted in accordance with section 55 of the Act Date of adoption: 17 February 2021 | √ |
| 2 | Community Engagement Guidelines (guidelines to assist staff to determine when and how to engage with the community) | Guidelines in place Date of operation: December 2019 | \checkmark |
| 3 | Financial Plan (plan under section 91 of the Act outlining the financial and non-financial resources required for at least the next 10 financial years) | Adopted in accordance with section 91 of the Act Date of adoption: 20 October 2021 | \checkmark |
| 4 | Asset Plan (plan under section 92 of the Act setting out the asset maintenance and renewal needs for key infrastructure asset classes for at least the next 10 years) | Adopted in accordance with section 92 of the Act Date of adoption: 21 May 2024 | √ |
| 5 | Revenue and Rating Plan (plan under section 93 of the Act setting out the rating structure of Council to levy rates and charges) | Adopted in accordance with section 93 of the Act Date of adoption: 16 June 2021 | \checkmark |
| 6 | Annual Budget (plan under section 94 of the Act setting out the services to be provided and initiatives to be undertaken during the budget year and the funding and other resources required) | Adopted in accordance with section 94 of the Act Date of adoption: 4 June 2024 | √ |
| 7 | Risk Policy (policy outlining Council's commitment and approach to minimising risks to Council's operations) | Policy Date of operation of current policy: 22 February 2021 | \checkmark |
| 8 | Fraud Policy (policy outlining Council's commitment and approach to minimising the risk of fraud) | Policy Date of operation of current policy: 15 September 2021 | \checkmark |
| 9 | Municipal Emergency Management Plan (plan under section 60ADB of the Emergency Management Act 2013 for emergency mitigation, response and recovery) | Prepared and maintained in accordance with section 60ADB of the Emergency Management Act 2013 Date of adoption: 20 November 2018 | √ |
| 10 | Procurement Policy (policy under section 108 of the Act outlining the principles, processes and procedures that will apply to the purchase of goods and services by the Council) | Adopted in accordance with section 108 of the Act Date of adoption: 15 August 2023 | √ |
| 11 | Business Continuity Plan (plan setting out the actions that will be undertaken to ensure that key services continue to operate in the event of a disaster) | Plan Date of operation of current plan: 5 July 2022 | \checkmark |
| 12 | Disaster Recovery Plan (plan setting out the actions that will be undertaken to recover and restore business capability in the event of a disaster) | Plan Date of operation of current plan: 18 January 2021 | \checkmark |
| | ······································ | | |
| 13 | | Framework Date of operation of current framework: 2 February 2021 | \checkmark |
| | Risk Management Framework (framework outlining Council's approach to managing risks to Council's | Date of operation of current framework: 2 February 2021 Committee established in accordance with section 53 of the Act Date of establishment: 21 July 2020 | √ √ |
| | Risk Management Framework (framework outlining Council's approach to managing risks to Council's operations) Audit and Risk Committee (see sections 53 and 54 of | Date of operation of current framework: 2 February 2021 Committee established in accordance with section 53 of the Act | |

Annual Report 2023-24 | Campaspe Shire Council

Governance, Management & Other Information

| 15 | Internal Audit (independent accounting professionals engaged by the Council to provide analyses and recommendations aimed at improving Council's governance, risk and management controls) | Engaged Date of engagement of current provider: 26 September 2023 | ✓ |
|----|--|--|--------------|
| 16 | Performance Reporting Framework (a set of indicators measuring financial and non-financial performance, including the performance indicators referred to in section 98 of the Local Government Act 2020) | Framework Date of operation of current framework: 1 July 2014 | ✓ |
| 17 | Council Plan Report (report reviewing the performance of Council against the Council plan, including results in relation to the strategic indicators, for the first six months of the financial year) | Report Date of reporting: 21 May 2024 | ✓ |
| 18 | Financial Reporting (quarterly statements to the Council under section 97(1) of the Local Government Act 2020, comparing actual and budgeted results and an explanation of any material variations) | Reports presented to Council in accordance with section 97(1) of the Local Government Act 2020 Dates statements presented September 2023, 21 November 2023, 19 March 2024, 21 May 2024 | ✓ |
| 19 | Risk Reporting (6-monthly reports of strategic risks to Council's operations, their likelihood and consequences of occurring and risk minimisation strategies) | Reports Date of reports: 17 October 2023, 16 Feb 2024 | ✓ |
| 20 | Performance Reporting (6-monthly reports of indicators measuring financial and non-financial performance, including the performance indicators referred to in section 98 of the Local Government Act 2020) | Reports Decision made not to do six monthly reporting due to the onerous nature of gathering data and some data only available annually. | х |
| 21 | Annual Report (annual report under sections 98, 99 and 100 of the Local Government Act 2020 containing a report of operations and audited financial and performance statements) | Presented at a meeting of Council in accordance with section 100 of the Act Date of consideration: 17 October 2023 | ✓ |
| 22 | Councillor Code of Conduct (code under section 139 of the Act setting out the standards of conduct to be followed by Councillors and other matters) | Reviewed and adopted in accordance with section 139 of the Act Date reviewed: 17 February 2021 | √ |
| | Delegations (documents setting out the powers, duties and functions of Council and the Chief Executive Officer that have been delegated to members of staff, in accordance with section 11 and 47 of the Act) | Reviewed in accordance with section 11(7) of the Act and a register kept in accordance with sections 11(8) and 47(7) of the Act Dates of review: 23 April 2024 - S5 Instrument of Delegation, 23 April 2024 - S6 Instrument of Delegation, 26 September 2023 - S7 Instrument of Sub Delegation, 3 July 2023 - S13 Instrument of Delegation, 1 December 2021 - S14 Instrument of Sub Delegation, 21 September 2022 - S18 Instrument of Delegation, 1 December 2021 - S18 Instrument of Delegation, 20 June 2024 - S12 Instrument of Delegation and Authorisation, 1 June 2023 - Instrument of Delegation by the Municipal Fire Prevention Officer under the Country Fire Authority Act 1958 | ✓ |
| 24 | Meeting Procedures (Governance Rules under section 60 of the Act governing the conduct of meetings or Council and delegated committees) | Governance Rules adopted in accordance with section 60 of the Act Date Governance Rules adopted: 18 April 2023 | \checkmark |

I certify that this information presents fairly the status of Council's governance and management arrangements.

Michael Sharp Acting Chief Executive Officer Date: 16 September 2024 **Cr Rob Amos** Mayor Date: 16 September 2024

Annual Report 2023-24 | Campaspe Shire Council

Statutory Information

The following is provided in accordance with legislative and other requirements applying to Council.

Documents available for public inspection

In accordance with section 12 of the Local Government (General) Regulations 2015, the following are prescribed documents that are available for public inspection or copies of the documents can be obtained for the purposes of section 222 of the Act at 2 Heygarth Street, Echuca.

- a document containing details of overseas or interstate travel (other than interstate travel by land for less than three days) undertaken in an official capacity by councillor or any member of Council staff in the previous 12 months
- minutes of ordinary and special meetings held in the previous 12 months which are kept under section 93 of the Act, other than those agendas and minutes relating to a part of a meeting which was closed to members of the public under section 89 of the Act and are confidential information within the meaning of section 77(2) of the Act
- the minutes of meetings of special committees established under section 86 of the Act and held in the previous 12 months, other than those minutes relating to a part of a meeting which was closed to members of the public under section 89 of the Act and are confidential information within the meaning of section 77(2) of the Act, noting that for the 2023-24 financial year, Council has no constituted Special Committees
- a register of delegations kept under sections 87(1) and 98(4) of the Act, including the date on which the last review took place under sections 86(6) and 98(6), respectively, of the Act
- a document containing details of all leases involving land which were entered into by the council as lessor, including the lessee and the terms and the value of the lease
- a register maintained under section 224(1A) of the Act of authorised officers appointed under that section
- a list of donations and grants made by the council in the previous 12 months, including the names of persons who, or bodies which, have received a donation or grant and the amount of each donation or grant.

Protected Disclosure Procedures

In accordance with section 69 of the Protected Disclosure Act 2012 a council must include in their annual report information about how to access the procedures established by the council under Part 9 of that Act. It is also required to provide certain information about the number and types of protected disclosures and complaints:

- notified to IBAC
- referred to council by IBAC
- investigated by council
- dismissed by council

during the financial year.

The Protected Disclosure Act 2012 aims to ensure openness and accountability in government by encouraging people to disclose improper conduct within the public sector and provide protection for people who make disclosures. Procedures on how to make a disclosure are publicly available on Council's website.

During 2023-24 there were no disclosures notified to Council officers appointed to receive disclosures, or to IBAC.

Infrastructure and Development Contributions

In accordance with section 46GM and 46QD of the Planning and Environment Act 1987, a council that is a collecting or development agency must prepare and give a report to the Minister for Planning on infrastructure and development contributions including levies and works in kind. The report must be published in a council's annual report.

In 2023-24 Council had no infrastructure and development contributions.

Road Management Act Ministerial Directions

In accordance with section 22 of the Road Management Act 2004, a council must publish a copy or summary of any Ministerial direction in its annual report.

No such Ministerial Directions were received by Council during the financial year.

Disability Action Plan

In accordance with section 38 of the Disability Act 2006, Council has prepared a Disability Action Plan. Council must report on the implementation of the Disability Action Plan in its annual report.

Through Council's plan, entitled Access and Inclusion Strategy, the following actions were implemented:

- FReeZA Youth Event funding program continued to increase the level of activities and funding provided to youth.
- Collaborated with Twin Rivers Specialist School and Intereach on the Access at a Glance project, where VCAL students assessed local business accessibility, providing reports and display stickers for services available to people with disabilities.
- Funded free, accredited Youth Mental Health First Aid Training to 47 participants
- Partnered with the Campaspe Murray Mental Health Network to celebrate IDAHOBIT Day (International Day Against Homophobia, Biphobia, Intersexism and Transphobia)
- Distributed funding to 15 organisations for the Seniors Program Grants to support health, wellbeing and social connection.

Domestic Animal Management Plan

In accordance with the Domestic Animals Act 1994 Section 68a, Council is required to prepare a Domestic Animal Management Plan at four yearly intervals and evaluate its implementation in the annual report.

Council adopted the 2021/25 Domestic Animal Management Plan on 16 February 2022. The primary objective of the plan is to guide Council and the community towards the goal of responsible animal ownership and management. Actions completed during the year included:

- Two Local Laws Trainees completed their Certificate 4 Statutory Compliance (Government) and Certificate 4 Animal Control and Regulation.
- Community Rangers contacted animal owners with outstanding animal registration fees to follow up the current status of their pet.
- Regular random patrols of townships were conducted to check on animals at large, particularly in areas where complaints were received.
- Ongoing social media posts focused on responsible pet ownership through the Campaspe Shire and Campaspe Animal Shelter Facebook pages.
- The Barking Dogs booklet continued to be actively used for managing barking dog complaints. Once information received from complainant, data was used to investigate and resolve complaints.

Food Act Ministerial Directions

In accordance with section 7E of the Food Act 1984, Council is required to publish a summary of any Ministerial Directions received during the financial year in its annual report.

No Ministerial Directions were received by Council during the financial year.

Freedom of Information (FOI)

In accordance with section 7(4AA)(a) and 7(4AA)(b) of the Freedom of Information Act 1982, Council is required to publish certain statements in their annual report or separately such as on its website, concerning its functions and information available. Council has chosen to publish the statements separately however provides the following summary of the application and operation of the Freedom of Information Act 1982.

Access to documents may be obtained through written request to the Freedom of Information Officer, as detailed in section 17 of the Freedom of Information Act 1982 and in summary as follows:

- it should be in writing
- it should identify as clearly as possible which document is being requested
- it should be accompanied by the appropriate application fee (the fee may be waived in certain circumstances).

Requests for documents in the possession of Council should be addressed to the Freedom of Information Officer. Requests can also be lodged online or by email.

Access charges may also apply once documents have been processed and a decision on access is made (eg. photocopying and search and retrieval charges).

Council endeavours to release information where it is proper and lawful to do so, in accordance with section 16 of the Freedom of Information Act. Proactive release of information facilitates transparency of Council operations and reduces the workload of formal FOI applications.

Freedom of information applications received:

| 2019-20 | 2020-21 | 2021-22 | 2022-23 | 2023-24 |
|---------|---------|---------|---------|---------|
| 24 | 19 | 25 | 25 | 23 |

Further information regarding FOI can be found at www.foi.vic.gov.au and on Council's website.

Governance, Management & Other Information

Contracts

In accordance with section 108 of the 2020 Local Government Act, Council adopted a Procurement Policy on 17 November 2021. The August 2023 revision of the Procurement Policy saw the public tender threshold changed from \$200,000 to \$300,000 (including GST). Council conducts an open tender process for all procurement activities where the estimated value is above the public tender threshold for goods, services or works and the following is reported;

1. A list of contracts entered into by Council, valued above the tender threshold, which Council invited a tender or expression of interest in line with procurement policy.

| Contract No | Description | Contract Value (Incl GST) |
|----------------|--|------------------------------|
| 23024 | Supply & Delivery of 17 Fleet Vehicles | \$753,435.00 |
| 23024 | Campaspe Shire Fooptath Renewal Program | \$492,140.00 |
| 23025 | EOI - Rushworth Streetscape Renewal - Stage 2 | \$1,740,982.62 |
| 23020 | EOI - Echuca Aerodrome Upgrade | \$4,371,928.74 |
| 23027 | Echuca Vic Park, Netball Changeroom Facility | \$526,460.00 |
| 23020 | Kyabram, Breen Avenue Shared User Path Construction | \$741,956.89 |
| 23030 | Echuca Aquatic Reserve, Stormwater and Lagoon Upgrade | \$421,678.00 |
| 23032 | Annual Clearance of Vegetation from Poerlines - Echuca, Kyabram & Rochester | Schedule Rates |
| 23035 | | |
| | Supply & Delivery of 7 Space Cab Utes | \$432,558.72 |
| 23044 | Supply & Delivery of 10 Dual Cab Utes | \$528,043.40 |
| 23049 | Axedale - Toolleen Road Widening | \$1,743,300.94 |
| 23050 | Echuca Holiday Park Amenities Block and Quad ensuites Design and Construction | \$913,889.70 |
| 23052 | Rochester Service Centre and Library Internal Refurbishment | \$211,511.30 |
| 23053 | Provision of Haulage Services | Schedule Rates |
| 23054 | Provision of Wet and Dry Hire | Schedule Rates |
| 23055 | Supply and Delivery or Supply Only of Quarry Products | Schedule Rates |
| 23056 | Vic Park Boat Ramp Dry Ramp Pavement Construction | \$253,162.80 |
| 23057 | Echuca East Stage 4 - Pump Track and Bike Skills Area Design and Construction | \$725,780.00 |
| 23061 | Vic Park Boat Ramp Dry Ramp Floating Dock Design and Construction | \$392,700.00 |
| 23064 | Supply & Delivery of One (1) 6x4 Cab Over Engine Semi Prime Mover | \$274,179.50 |
| 23065 | Rushworth Rail Trail Asphalt Path Civil Works | \$540,338.76 |
| 23068 | Campaspe Shire, Resource Recovery Centre Ramp Upgrades | \$781,994.05 |
| 23069 | Supply & Delivery 22,000L Semi-Trailer Water Cart (Re-tendered) | \$247,500.00 |
| 23072 | Echuca, Watson Street Road Pavement Rehabilitation | \$558,903.40 |
| 23074 | Supply & Delivery of One (1) 4 X 2 Cab Over Engine Tipper Truck (MAV) | \$160,452.79 |
| 23077 | Echuca Holiday Park – Civil construction, synthetic sites, crushed granite drives and path | \$595,001.18 |
| 23078 | Electronic Security System Installation and Maintenance Services - Stage 2 | \$187,233.28 |
| 24006 | Flood Emergency & Immediate Works (Civil) - Panel of Suppliers | Schedule Rates |
| 24012 | Rochester Flood Management Plan Review and Update | \$479,036.80 |
| 24015 | Campaspe Shire, Public Amenity Replacement | \$421,586.00 |
| 24017 | Tongala Depot Diesel Storage Tank Replacement and Removal of Rochester Depot Fuel Tanks | \$298,087.02 |
| 24018 | Lockington Rec Res - Oval Lighting Upgrade Project | \$343,640.00 |
| 24021 | Vic Park Boat Ramp - Wet Ramp Pavement & Retaining Wall Construction | \$470,181.42 |
| 24022 | Shire Footpath Renewal Program 2023-24 | \$309,925.00 |
| | | |

2. A list of contracts entered into by Council, valued above the tender threshold, which Council did not invite a tender or expression of interest in line with the procurement policy. Nil

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Financial Report

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Campaspe Shire Council

2023/2024 Financial Report

Consolidated Financial Report

for the year ended 30 June 2024

Certification of the Financial Statements

In my opinion, the accompanying consolidated financial statements have been prepared in accordance with the *Local Government Act 2020*, the *Local Government (Planning and Reporting) Regulations 2020*, the Australian Accounting Standards and other mandatory professional reporting requirements.

Kristopher Kershaw Principal Accounting Officer Dated: 16 September 2024 2 Heygarth Street, Echuca

In our opinion, the accompanying consolidated financial statements present fairly the financial transactions of Campaspe Shire Council and its controlled entity for the year ended 30 June 2024 and the financial position of the Council as at that date.

At the date of signing, we are not aware of any circumstances which would render any particulars in the consolidated financial statements to be misleading or inaccurate.

We have been authorised by the Council and by the Local Government (Planning and Reporting) Regulations 2020 to certify the consolidated financial statements in their final form.

Cr Rob Amos

Mayor Dated: 16 September 2024 2 Heygarth Street, Echuca

Cr

Councillor Dated: 16 September 2024 2 Heygarth Street, Echuca

Michael Sharp

Acting Chief Executive Officer Dated: 16 September 2024 2 Heygarth Street, Echuca

Annual Report 2023-24 | Campaspe Shire Council

Campaspe Shire Council

2023/2024 Financial Report

Consolidated Financial Report for the year ended 30 June 2024

Victorian Auditor-General's Office Report

Insert VAGO Report here



Campaspe Shire Council

2023/2024 Financial Report

Consolidated Financial Report for the year ended 30 June 2024

Victorian Auditor-General's Office Report

Insert VAGO Report here



2023/2024 Financial Report

Consolidated Comprehensive Income Statement

for the year ended 30 June 2024

| | | 2024 | 2023 |
|---|------|---------|---------|
| 1 | Vote | \$ '000 | \$ '000 |
| Income / Revenue | | | |
| Rates and charges | 3.1 | 49,325 | 46,303 |
| | 3.2 | 1,764 | 1,786 |
| User fees | 3.3 | 17,097 | 15,660 |
| Grants - operating | 3.4 | 5,596 | 31,706 |
| Grants - capital | 3.4 | 9,371 | 6,366 |
| Contributions - monetary | 3.5 | 926 | 210 |
| Contributions - non monetary | 3.5 | 5,768 | 1,908 |
| Other income | 3.7 | 6,295 | 4,226 |
| Total income / revenue | | 96,142 | 108,165 |
| Expenses | | | |
| | 4.1 | 35,459 | 30,215 |
| Materials and services | 4.2 | 32,757 | 37,512 |
| Depreciation | 4.3 | 24,039 | 22,182 |
| Depreciation - Right of use assets | 4.4 | 165 | 216 |
| Allowance for impairment losses | 4.5 | 71 | 125 |
| Borrowing costs | 4.6 | 134 | 167 |
| Finance Costs - Leases | 4.7 | 8 | 9 |
| Net loss on disposal of property, infrastructure, plant and equipment | 3.6 | 7,347 | 8,562 |
| Other expenses | 4.8 | 5,758 | 5,116 |
| Impairment | | | 1,057 |
| Total expenses | | 105,738 | 105,161 |
| Surplus/(deficit) for the year | P | (9,596) | 3,004 |
| Other comprehensive income: | | | |
| Items that will not be reclassified to surplus or deficit in future periods | | | |
| | 9.1 | 38,638 | 29,410 |
| Total items which will not be reclassified subsequently to the operating resu | lt | 38,638 | 29,410 |
| Total other comprehensive income | | 38,638 | 29,410 |
| | | | |
| Total comprehensive result | | 29,042 | 32,414 |

The above consolidated comprehensive income statement should be read in conjunction with the accompanying notes.

2023/2024 Financial Report

Consolidated Balance Sheet

as at 30 June 2024

| | Note | 2024 \$ '000 | 2023 \$ '000 |
|--|------------|-----------------|-----------------|
| Assets | | | |
| Current assets | | | |
| Cash and cash equivalents | 5.1 | 17,191 | 6,628 |
| Trade and other receivables | 5.1 | 6,934 | 4,821 |
| Other financial assets | 5.1 | 63,500 | 88,000 |
| nventories | 5.2 | 2,167 | 727 |
| Other assets | 5.2 | 5,673 | 3,068 |
| Fotal current assets | | 95,465 | 103,244 |
| Ion-current assets | | | |
| rade and other receivables | 5.1 | 16 | 16 |
| ther financial assets | 5.1 | 5,000 | 14,000 |
| roperty, infrastructure, plant and equipment | 6.1 | 836,790 | 790,397 |
| ntangible assets | 5.2 | 4,261 | 4,261 |
| light-of-use assets | 5.8 | 204 | 225 |
| otal non-current assets | | 846,271 | 808,899 |
| otal assets | | 941,736 | 912,143 |
| iabilities | | | |
| Current liabilities | | | |
| rade and other payables | 5.3 | 10,342 | 6,230 |
| rust funds and deposits | 5.3 | 1,929 | 1,543 |
| contract and other liabilities | 5.3 | 4,442 | 6,897 |
| rovisions | 5.5 | 6,005 | 6,206 |
| terest-bearing liabilities | 5.4 | 1,660 | 1,602 |
| ease liabilities | 5.8 | 108 | 112 |
| otal current liabilities | | 24,486 | 22,590 |
| Ion-current liabilities | 5.0 | 40 | 4.0 |
| Trust funds and deposits Provisions | 5.3 5.5 | 18 | 18 |
| nterest-bearing liabilities | 5.5 | 1,427 2,331 | 1,095 3,991 |
| ease liabilities | 5.8 | 104 | 121 |
| otal non-current liabilities | 5.0 | 3,880 | 5,225 |
| otal liabilities | | 28,366 | 27,815 |
| let assets | | 913,370 | 884,328 |
| quity | | | |
| ccumulated surplus | | 279,822 | 297,655 |
| Reserves | 9.1 | 633,548 | 586,673 |
| Total Equity | | 913,370 | 884,328 |
| oran Eduity | | 313,370 | 007,320 |

The above consolidated balance sheet should be read in conjunction with the accompanying notes.

2023/2024 Financial Report

Consolidated Statement of Changes in Equity

for the year ended 30 June 2024

| | Note | Total \$ '000 | Accumulated Surplus \$ '000 | Revaluation Reserves \$ '000 | Other Reserves \$ '000 |
|--|------|------------------|-----------------------------------|------------------------------------|------------------------------|
| 2024 | | | | | |
| Balance at beginning of the financial year | | 884,328 | 297,655 | 527,357 | 59,316 |
| Surplus/(deficit) for the year | - | (9,596) | (9,596) | | _ |
| Other comprehensive income | | | | | |
| Net asset revaluation gain/(loss) | 9.1 | 38,638 | _ | 38,638 | _ |
| Other comprehensive income | - | 38,638 | | 38,638 | - |
| Total comprehensive income | - | 29,042 | (9,596) | 38,638 | |
| Transfers to other reserves | 9.1 | _ | (12,811) | | 12,811 |
| Transfers from other reserves | 9.1 | _ | 4,574 | - | (4,574) |
| Balance at end of the financial year | - | 913,370 | 279,822 | 565,995 | 67,553 |
| 2023 | | | | | |
| Balance at beginning of the financial year | | 851,914 | 324,561 | 497,947 | 29,406 |
| Surplus/(deficit) for the year | _ | 3,004 | 3,004 | | _ |
| Other comprehensive income | | | | | |
| Net asset revaluation gain/(loss) | 9.1 | 29,410 | - T | 29,410 | _ |
| Other comprehensive income | | 29,410 | - | 29,410 | - |
| Total comprehensive income | | 32,414 | 3,004 | 29,410 | _ |
| Transfers to other reserves | 9.1 | _ | (37,656) | _ | 37,656 |
| Transfers from other reserves | 9.1 | _ | 7,746 | _ | (7,746) |
| Balance at end of the financial year | | 884,328 | 297,655 | 527,357 | 59,316 |

The above consolidated statement of changes in equity should be read in conjunction with the accompanying notes.

2023/2024 Financial Report

Consolidated Statement of Cash Flows

for the year ended 30 June 2024

| | 2024 Inflows/ (Outflows) | 2023 Inflows/ (Outflows) |
|---|--------------------------------|--------------------------------|
| Nc | s '000 | \$ '000 |
| Cash flows from operating activities | | |
| Rates and charges | 49,292 | 45,788 |
| Statutory fees and fines | 1,778 | 1,765 |
| User fees | 18,009 | 17,771 |
| Grants - operating | 5,601 | 31,706 |
| Grants - capital | 7,300 | 6,552 |
| Contributions - monetary | 926 | 210 |
| Interest received | 4,787 | 2,243 |
| Trust funds and deposits taken | 13,088 | 12,234 |
| Other receipts | (457) | (719) |
| Net GST refund/payment | 5,885 | - |
| Employee costs | (35,246) | (30,202) |
| Materials and services | (38,811) | (42,116) |
| Trust funds and deposits repaid | (12,702) | (12,918) |
| Other payments | (7,105) | (3,654) |
| Net cash provided by/(used in) operating activities | ² 12,345 | 28,660 |
| Cash flows from investing activities | | |
| Payments for property, infrastructure, plant and equipment 6. | 1 (34,923) | (16,453) |
| Proceeds from sale of property, infrastructure, plant and equipment | 1,550 | 234 |
| Payments for investments | (57,500) | (75,500) |
| Proceeds from sale of investments | 91,000 | 60,520 |
| Net cash provided by/(used in) investing activities | 127 | (31,199) |
| Cash flows from financing activities | | |
| Finance costs | (134) | (167) |
| Proceeds from borrowings | (134) | 600 |
| Repayment of borrowings | (1,602) | (1,527) |
| Interest paid - lease liability | (1,002) | (1,327) |
| Repayment of lease liabilities | (165) | (220) |
| | | |
| Net cash flow provided by/(used in) financing activities | (1,909) | (1,323) |
| Net Increase (decrease) in cash and cash equivalents | 10,563 | (3,862) |
| Cash and cash equivalents at the beginning of the financial year | 6,628 | 10,490 |
| Cash and cash equivalents at the end of the financial year 5. | 1 17,191 | 6,628 |
| | | - , |

The above consolidated statement of cash flows should be read in conjunction with the accompanying notes.

Campaspe Shire Council

2023/2024 Financial Report

Statement of Capital Works

for the year ended 30 June 2024

| | 2024 \$ '000 | 2023 \$ '000 |
|--|-----------------|-----------------|
| Property | | |
| Land | 150 | _ |
| Total land | 150 | _ |
| Buildings | 5,807 | 3,493 |
| Total buildings | 5,807 | 3,493 |
| Total property | 5,957 | 3,493 |
| Plant and equipment | | |
| Plant, machinery and equipment | 7,882 | 1,784 |
| Computers and telecommunications | | 71 |
| Total plant and equipment | 7,882 | 1,855 |
| Infrastructure | | |
| Roads | 9,697 | 5,598 |
| Bridges | 432 | 823 |
| Footpaths and cycleways | 1,262 | 325 |
| Drainage | 1,922 | - |
| Recreational, leisure and community facilities | 2,259 | 2,647 |
| Waste management | 562 | 72 |
| Parks, open space and streetscapes Aerodromes | 210 | 100 |
| Off street car parks | 3,841 | _ 259 |
| Other infrastructure | 695 | 2,273 |
| Total infrastructure | 20,880 | 12,097 |
| Total capital works expenditure | 34,719 | 17,445 |
| | | , |
| Represented by: | 707 | 704 |
| New asset expenditure | 727 | 701 |
| Asset renewal expenditure | 24,035 | 14,072 |
| Asset upgrade expenditure | 9,957 | 2,672 |
| Total capital works expenditure | 34,719 | 17,445 |

The above consolidated statement of capital works should be read in conjunction with the accompanying notes.

Campaspe Shire Council

2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 1. Overview

Introduction

Campaspe Shire Council was established by an Order of the Governor in Council on 18 November 1994 and is a body corporate.

The Council's main office is located at 2 Heygarth Street, Echuca.

Statement of compliance

These financial statements are a general purpose financial report that consists of a Consolidated Comprehensive Income Statement, Consolidated Balance Sheet, Consolidated Statement of Changes in Equity, Consolidated Statement of Cash Flows, Statement of Capital Works and Notes accompanying these financial statements. The general purpose financial report complies with Australian Accounting Standards (AAS), other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 2020, and the Local Government (Planning and Reporting) Regulations 2020.

The Council is a not-for-profit entity and therefore applies the additional AUS paragraphs applicable to a not-for-profit entity under the Australian Accounting Standards.

Accounting policy information

1.1 Basis of accounting

Accounting policies are selected and applied in a manner which ensures that the resulting financial information satisfies the concepts of relevance and reliability, thereby ensuring that the substance of the underlying transactions or other events is reported. Accounting policies applied are disclosed in sections where the related balance or financial statement matter is disclosed.

The accrual basis of accounting has been used in the preparation of these financial statements, except for the cash flow information, whereby assets, liabilities, equity, income and expenses are recognised in the reporting period to which they relate, regardless of when cash is received or paid.

The financial statements are based on the historical cost convention unless a different measurement basis is specifically disclosed in the notes to the financial statements.

Judgements, estimates and assumptions are required to be made about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and associated judgements are based on professional judgement derived from historical experience and various other factors that are believed to be reasonable under the circumstances. Actual results may differ from these estimates.

The financial statements have been prepared on a going concern basis. The financial statements are in Australian dollars. The amounts presented in the financial statements have been rounded to the nearest thousand dollars unless otherwise specified. Minor discrepancies in tables between totals and the sum of components are due to rounding.

Revisions to accounting estimates are recognised in the period in which the estimate is revised and also in future periods that are affected by the revision. Judgements and assumptions made by management in the application of AAS's that have significant effects on the financial statements and estimates relate to:

- the fair value of land, buildings, infrastructure, plant and equipment (refer to Note 6.1.)
- the determination of depreciation for buildings, infrastructure, plant and equipment (refer to Note 6.1)
- the determination of employee provisions (refer to Note 5.5.)
- the determination of landfill provisions (refer to Note 5.5.)
- the determination of whether performance obligations are sufficiently specific so as to determine whether an
 arrangement is within the scope of AASB 15 Revenue from Contracts with Customers or AASB 1058 Income of Notfor-Profit Entities (refer to Note 3)
- the determination, in accordance with AASB 16 Leases, of the lease term, the estimation of the discount rate when not implicit in the lease and whether an arrangement is in substance short-term or low value (refer to Note 5.8).

Unless otherwise stated, all accounting policies are consistent with those applied in the prior year. Where appropriate, comparative figures have been amended to accord with current presentation, and disclosure has been made of any material changes to comparatives.

Campaspe Shire Council

2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 1. Overview

Goods and Services Tax (GST)

Income and expenses are recognised net of the amount of associated GST. Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the taxation authority is included with other receivables or payables in the balance sheet.

1.2 Impact of Covid-19

It is now determined that the initial Covid-19 outbreak over the 2020/21 and 2021/22 financial years is no longer impacting Council operations - there are no observable financial impacts on Council operations.

1.3 Impact of Flood

During October 2022, Council suffered major floods that impacted a large area of the community as well as Council operations. For the 2023/24 financial year, continued impacts are being experienced by Council and the following is noted to have significant impacts to its financial operations.

- Additional revenue Council continued to receive funds from the Victorian State and Federal Government to assist with the recovery effort and to repair impacted infrastructure.
- Cost increases costs have increased due to responding to the flood event. These costs relate to the initial response, recovery process and repairs to infrastructure. A large portion of this will be reimbursed from funding provided by other levels of Government. There will be components that will not be eligible for funding that will remain an additional cost to council, such as insurance excesses.
- Infrastructure impacts There was widespread impact on infrastructure assets and Council continued to undertake
 ongoing repairs to return the assets to a usable standard during the 2023/24 financial year.
- Rates and debt collection Council provided rate relief to residents that were affected by the October 2022 flood event during the 2022/23 financial year, including waiving of interest on unpaid rate balances at the time. For the 2023/24 financial year, the interest waiver has been removed and interest charged on balances outstanding from 1 July 2023 as per the Local Government Act.
- Income from Flood Recovery Funding approved by the Victorian and Federal Governments during the 2023/24 financial year is \$1.49 million, of which Council received \$0.98 million during the 2023/24 financial year, with a total of \$14.20 million allocated since the flood under the Disaster Recovery Funding Arrangements, Council Support Fund, Flood Recovery Officers Fund, Flood Recovery Hub, and the Landfill Levy.
- 2023/24 expenditure incurred on flood related activities was \$4.64 million, comprising of \$3.94 million for materials & services, \$0.56 million for employee cost, and \$0.14 million for other expenses. To date, since the flood occurred in October 2022, total expenditure on the flood is \$12.34 million. Not all costs incurred in relation to the flood will be able to be claimed against Government funds.

Campaspe Shire Council

2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

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Note 2. Analysis of our results

Note 2.1 Performance against budget

The performance against budget notes compare Council's financial plan, expressed through its annual budget, with actual performance. The *Local Government (Planning and Reporting) Regulations 2020* requires explanation of any material variances. Council has adopted a materiality threshold of the lower of 10 per cent or \$500,000 where further explanation is warranted. Explanations have not been provided for variations below the materiality threshold unless the variance is considered to be material because of its nature.

These notes are prepared to meet the requirements of the Local Government Act 2020 and the Local Government (Planning and Reporting) Regulations 2020.

| | Budget 2024 | Actual 2024 | Variance | Variance | |
|---|----------------|----------------|----------|-----------|----|
| | \$ '000 | \$ '000 | \$ '000 | % | Re |
| 2.1.1 Income / Revenue and expenditure | | | | | |
| ncome / Revenue | | | | | |
| Rates and charges | 49,122 | 49,325 | 203 | 0.41% | 1 |
| Statutory fees and fines | 1,270 | 1,764 | 494 | 38.90% | 2 |
| User fees | 15,596 | 17,097 | 1,501 | 9.62% | З |
| Grants - operating | 16,115 | 5,596 | (10,519) | (65.27)% | 4 |
| Grants - capital | 2,623 | 9,371 | 6,748 | 257.26% | 5 |
| Contributions - monetary | | 926 | 926 | _ | 6 |
| Contributions - non monetary | | 5,768 | 5,768 | _ | 7 |
| Net gain on disposal of property, | | | | | |
| nfrastructure, plant and equipment | 110 | - | (110) | (100.00)% | 8 |
| Other income | 2,423 | 6,295 | 3,872 | 159.80% | ç |
| Fotal income / revenue | 87,259 | 96,142 | 8,883 | 10.18% | |
| Expenses | | | | | |
| Employee costs | 34,600 | 35,459 | (859) | (2.48)% | 10 |
| Materials and services | 27,403 | 32,757 | (5,354) | (19.54)% | 1 |
| Depreciation | 23,214 | 24,039 | (825) | (3.55)% | 1: |
| Depreciation - right of use assets | 78 | 165 | (87) | (111.54)% | 1; |
| Allowance for impairment losses | _ | 71 | (71) | · · · · | 14 |
| Borrowing costs | 133 | 134 | (1) | (0.75)% | 1 |
| Finance costs - leases | 16 | 8 | 8 | 50.00% | 10 |
| Net loss on disposal of property, | | | | | |
| nfrastructure, plant and equipment | - | 7,347 | (7,347) | - | 1 |
| Other expenses | 6,743 | 5,758 | 985 | 14.61% | 1 |
| mpairment | _ | - | - | - | |
| otal expenses | 92,187 | 105,738 | (13,551) | (14.70)% | |
| Surplus/(deficit) for the year | (4,928) | (9,596) | (4,668) | 94.72% | |
| | x // | X-77 | x // | | |

Campaspe Shire Council

2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 2.1 Performance against budget

(i) Explanation of material variations

Variance Explanation

Ref

- 1. Rates and charges Only minor variance to budget. The result of supplementary rates and waste charges pro-rata during the year.
- Statutory fees and fines The variance is due to animal registrations being incorrectly classified in the budget as user fees. Budgeted statutory fees and fines should have been \$1.73 million, resulting in an overall variance of only \$32,000.
- 3. User fees The variance is due to animal registrations being incorrectly classified in the budget as user fees. Budgeted user fees should have been \$14.90 million, resulting in an overall favourable variance of \$2.20 million. This variance is mainly the result of additional quarry rock sales of \$0.68 million as well as the Campaspe Port Enterprise ticket sales of \$1.16 million being offset by a reduction in child care fees of \$0.34 million and other minor variances in other revenue items.
- 4. Grants operating Council had budgeted to receive the financial assistance grant as an advancement payment in June 2024. This did not occur and resulted in a variation of \$13.86 million. This variance has been offset by additional grant funding received or brought in from contract liabilities (and not budgeted for) of \$1.90 million flood disaster funding, \$0.48 million for flood recovery hub, \$0.28 million for protection of biodiversity, additional \$0.15 million for maternal child health and \$0.13 million for emergency management.
- 5. Grants capital Council, at the time of setting the budget, can only estimate based on known capital funding streams at the time. Council received and expended further capital grants for a total of \$6.75 million, including \$4.72 million for local roads and community infrastructure works programs, \$0.94 million for Echuca aerodrome upgrade, \$0.54 million for the Campaspe Shire flood review and mitigation project, \$0.45 million for Victoria boat ramp works, and \$0.30 million for Waranga rail trail.
- 6. Contributions monetary Monetary contributions from developers for public open space and carparking, as per planning conditions, are not budgeted due to the uncertainty around these items.
- 7. Contributions non monetary On completion of subdivisions by developers, the infrastructure assets are transferred to Council control and recognised in our asset register. These assets comprise roads, footpaths, kerb and channel, drainage and parks and open spaces. It is difficult to predict when these transfers will occur and therefore are not considered when setting the budget.
- Gain on sale of assets The budget only considers the sale of industrial land. All sales, disposals and write
 offs are combined and the net effect is accounted for in expenses against the net loss on disposal of property,
 infrastructure, plant and equipment line.
- 9. Other income Interest rates and the funds available for investment is budgeted conservatively. The amount of funds available to invest and the interest rates being paid by financial institutions has been greater than budgeted, resulting in greater than budget interest income of \$2.76 million. Other favourable variances to the budget include \$0.70 million for additional property rents/ lease revenue and 0.14 million for other incidential income.
- 10. Employee costs Employee costs have been greater than budgeted due to the Campaspe Port Enterprise (CPE) employee costs, as well as additional \$0.56 million in flood recovery employee costs that was not included in the original budget. CPE was created as a separate entity during the 2022/23 financial year, but is required to be reported as part of Council's consolidated financial statements. Employee costs for CPE were \$1.79 million for the 2023/24 financial year, meaning that when excluding CPE, Council has savings to its employee costs budget of \$0.9 million (budget of \$34.6 million and actual expense of \$33.7 million).
- 11. Materials and services An overall unfavourable variance of \$5.25 million includes \$3.94 million for flood/ natural disaster (unbudgeted), utilising consultants/ contractors to fill vacant roles for a total of \$1.57 million in areas including human resources, engineering, building and planning services (utilising the \$0.90 million in Council employee costs mentioned above in 10). Other unfavourable variations include additional repair expense for Council infrastructure of \$0.64 million, additional IT systems and cyber security of \$0.41 million, and waste services for kerbside collection and recycling of \$0.35 million.
- 12 Depreciation The variance is due to new assets coming online and starting to be depreciated, the timing

Campaspe Shire Council

2023/2024 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2024

Note 2.1 Performance against budget

of this was uncertain when the budget was set and the full effect was not budgeted for. Also, the impact of revaluation of infrastructure assets at the end of the 2022/23 year leads to increasing the value of assets which in turn increases the depreciation expense booked during the 2023/24 financial year.

- 13 Depreciation right of use assets The variance is due to new equipment being leased. It is more beneficial to lease than buy these items. These costs were not known when the budget was set.
- 14 Allowance for impairment losses Relates to bad and doubtful debts. Each financial year, Council assesses accounts receivable balances to ascertain if any debts should be considered as potentially unrecoverable.
- 15 Borrowing costs On budget.
- 16 Finance costs leases The budget variance is due to fewer new equipment being leased than originally forecasted. Council continues to lease computer equipment, but is changing to buying vehicles outright rather than leasing them.
- 17 Net loss on disposal of property, infrastructure, plant and equipment The result of Council renewing assets and disposing of the remaining asset carrying value. The \$7.35 million unfavourable variation includes decommissioning of roads \$3.50 million, buildings \$2.46 million, disposal of land \$1.07 million, and information technology assets \$1.06 million. Council made a gain on sale of plant and equipment of \$0.74 million.
- 18 Other expenses The unfavourable variance is partly the result of equipment hire for the quarry exceeding budget by \$0.62 million.

2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 2.1 Performance against budget

| | Budget 2024 | Actual 2024 | Variance | Variance | |
|-------------------------------------|----------------|----------------|----------|-----------|--|
| | \$ '000 | \$ '000 | \$ '000 | % | |
| 2.1.2 Capital works | | | | | |
| Property | | | | | |
| Land | | 150 | 150 | _ | |
| Total land | | 150 | 150 | | |
| Buildings | 4,307 | 5,807 | 1,500 | 34.83% | |
| Total buildings | 4,307 | 5,807 | 1,500 | 34.83% | |
| Total property | 4,307 | 5,957 | 1,650 | 38.31% | |
| Plant and equipment | | | | | |
| Plant, machinery and equipment | 6,566 | 7,882 | 1,316 | 20.04% | |
| Computers and telecommunications | 50 | | (50) | (100.00)% | |
| Total plant and equipment | 6,616 | 7,882 | 1,266 | 19.14% | |
| Infrastructure | | | | | |
| Roads | 6,691 | 9,697 | 3,006 | 44.93% | |
| Bridges | 859 | 432 | (427) | (49.71)% | |
| Footpaths and cycleways | 1,659 | 1,262 | (397) | (23.93)% | |
| Drainage | 1,928 | 1,922 | (6) | (0.31)% | |
| Recreational, leisure and community | | | | | |
| facilities | 1,044 | 2,259 | 1,215 | 116.38% | |
| Waste management | 901 | 562 | (339) | (37.62)% | |
| Parks, open space and streetscapes | 200 | 210 | 10 | 5.00% | |
| Aerodromes | 3,177 | 3,841 | 664 | 20.90% | |
| Other infrastructure | | 695 | 695 | | |
| Total infrastructure | 16,459 | 20,880 | 4,421 | 26.86% | |
| Total capital works expenditure | 27,382 | 34,719 | 7,337 | 26.79% | |
| Represented by: | | | | | |
| New asset expenditure | 5,316 | 727 | (4,589) | (86.32)% | |
| Asset renewal expenditure | 16,148 | 24,035 | 7,887 | 48.84% | |
| Asset upgrade expenditure | 5,918 | 9,957 | 4,039 | 68.25% | |
| Total capital works expenditure | 27,382 | 34,719 | 7,337 | 26.79% | |

Campaspe Shire Council

2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 2.1 Performance against budget

(i) Explanation of material variations

Variance Explanation

Ref

- 1. Land Council purchased land in Albion Street Kyabram.
- 2. Buildings Capital expenditure deferred in the 2022/23 fianncial year due to the impact of the flood was expended in the 2023/24 financial year (not reflected in original budget).
- 3. Plant, machinery and equipment Plant equipment that was budgeted in 2022/23 financial year was expended in the 2023/24 financial year (not reflected in original budget).
- Computers and telecommunications Capital purchases were via leasing arrangements rather than direct outright purchase.
- 5. Roads Capital expenditure deferred in the 2022/23 fianncial year due to the impact of the flood was expended in the 2023/24 financial year (not reflected in original budget).
- Bridges Thompson Bridge (budgeted in 2023/24 financial year) delayed due to community consultation and negotiation with Gannawarra Shire Council (boundary bridge). Works rescheduled in 10 Year Plan. Some delays to Boat Ramp due to approvals/high river.
- 7. Footpaths and cycleways Carryover of 2022/23 budgeted works resulted in delays in delivery of the 2023/24 program. Missing link and Waranga Rail Trail project delays (both carried over to 2024/25 year).
- 8. Drainage On budget.
- 9. Recreational, leisure and community facilities Carry over of Lockington Netball courts and Kyabram Northern Oval amenities from 2023/24.
- 10. Waste management Delays to Resource Recovery Ramp Upgrades (carried over to 24/25).
- 11 Parks, open space and streetscapes Expenditure was nearly on budget. Was for irrigation and playground works.
- 12 Aerodromes Continuation of the works at Echuca aerodrome. Variation is the result of 2022/23 carryover works being completed in the 2023/24 financial year. The aerodrome was a two year project, which saw more work completed in 2023/24 financial year than anticipated.
- 13 Other infrastructure All other expenditure that did not fit an asset grouping above. Includes wharf, fencing, and car parking facilities.

Campaspe Shire Council

2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 2.2 Analysis of Council results by program

2.2.1 Analysis of Council results by program

Council delivers its functions and activities through the following pillars as defined in the Council Plan 2021-2025. These pillars guide the delivery of services.

Flourishing local economy

Campaspe's economic drivers are numerous: agriculture, food production, manufacturing, health care and tourism. Many factors within Council's control contribute directly to these and others, such as roads and land allocation, and many areas we indirectly support are also important, such as freight links and education. Our aim over this term is to re-establish a sound basis for investment in Campaspe and, to do this, we will build a program of advocacy that helps attract funding for local infrastructure, boosts vocational education, employs our people, especially younger people, and supports all major sectors of our economy.

Well planned places

Council has significant responsibilities to make Campaspe a great place, and these are focused on ensuring we have the land we need for the future, and that we're well connected, within and outside the Shire. This means that Council, over this term, will invigorate and progress development of significant sites, such as the Bridge to Bridge locality, and identify future such sites. In addition, we will pay attention to ensuring we've got enough land available for living, working and industry. And, we'll focus on the underlying infrastructure like drains and stormwater, and the aboveground open spaces that our communities rely upon. All whilst protecting our natural environment for future generations and planning with the changing climate in mind. Roads are a vital part of our Shire, and 50% of our budget will continue to be spent on them. But, increasingly, we rely on digital communications also, so our advocacy efforts will be redoubled here.

Resilient protected and healthy natural environment

Council has several responsibilities to ensure a resilient natural environment now, and for future generations especially in light of changing climate. Chief amongst these is to lead — and deliver — an environmentally and economically sustainable waste service. Our aim is to ultimately become a circular economy, so it's important that we work with our communities to use less that ultimately becomes landfill. In addition, we will look carefully at our own practices, especially in water and energy use, and find ways to create less negative impact. We will continue to play an integral role in managing native vegetation and pest plants on roadsides and supporting the goal of 'no net loss to biodiversity as a result of the removal, destruction or lopping of native vegetation³. We will support farmers and landowners care for their land, to enable agricultural productivity into the future. Finally, we will act as steward for the land we manage, and as partners and advocates with other land managers so that we and future generations can have the best use and enjoyment of our Campaspe environment.

Growing quality of life

Strong economies, resilient natural environments, and great places don't automatically lead to a higher quality of life. But we will ensure that communities have a voice in how Council spends its limited budgets in each community's interests, in a fair way. We will review services and make prudent decisions about improving those the community wants the most and divest ourselves of some that others can perform just as well or better than we can. Finally, we will work with our numerous Communities of Priority to ensure that Campaspe is a place that welcomes, and provides opportunities, for all.

Organisational support

Council has several internal, enabling services which provide responsible management to the broader organisation and the community. These services ensure that the organisation has the necessary tools to perform and enhance effectiveness and efficiency.

2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 2.2 Analysis of Council results by program

2.2.2 Summary of income / revenue, expenses, assets and capital expenses by program

| Functions/activities | Income / Revenue \$ '000 | Expenses \$ '000 | Surplus / (Deficit) \$ '000 | Grants included in income / revenue \$ '000 | Total assets \$ '000 |
|---|--------------------------------|---------------------|-----------------------------------|---|----------------------------|
| 2024 | | | | | |
| Flourishing local economy | 15,759 | 9,845 | 5,914 | 1,149 | 46,670 |
| Well planned places | 44,501 | 55,137 | (10,636) | 11,196 | 718,450 |
| Resilient protected and healthy natural | | | | | |
| environment | 11,810 | 9,050 | 2,760 | 263 | 13,261 |
| Growing quality of life | 14,402 | 15,720 | (1,318) | 1,646 | 70,580 |
| Organisational support | 9,670 | 15,986 | (6,316) | 713 | 92,775 |
| Total functions and activities | 96,142 | 105,738 | (9,596) | 14,967 | 941,736 |
| 2023 | | | | | |
| Flourishing local economy | 15,144 | 11,154 | 3,990 | _ | 57,199 |
| Well planned places | 54,810 | 58,509 | (3,699) | 17,316 | 692,695 |
| Resilient protected and healthy natural | | | | | |
| environment | 12,351 | 8,343 | 4,008 | 262 | 14,548 |
| Growing quality of life | 14,529 | 12,758 | 1,771 | 2,239 | 65,315 |
| Organisational support | 11,331 | 14,397 | (3,066) | 18,255 | 82,386 |
| Total functions and activities | 108,165 | 105,161 | 3,004 | 38,072 | 912,143 |

2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 3. Funding for the delivery of our services

| 2024 | 2023 |
|-------------|---------|
| \$ '000 | \$ '000 |

3.1 Rates and charges

Council uses capital improved values as the basis of valuation of all properties within the municipal district. The capital improved value of a property is its equivalent to market price at the prescribed date of valuation.

The valuation base used to calculate general rates for 2023/24 was \$13,237,099 million (2022/23 was \$11,128,495 million).

| Interest on rates and charges | 142 | - |
|--|--------|--------|
| Residential | 22,704 | 21,183 |
| Commercial | 3,869 | 3,515 |
| Industrial | 1,863 | 1,752 |
| Farm | 9,933 | 9,475 |
| Municipal charge | 4,152 | 3,679 |
| Waste management charge | 4,756 | 4,656 |
| Recycling and garden organics charges | 1,785 | 1,727 |
| Supplementary rates and rate adjustments | 121 | 316 |
| Total rates and charges | 49,325 | 46,303 |

The date of the general revaluation of land for rating purposes, relevant to the reporting period, within the municipal district was 1 January 2023 by the Victorian Valuer General, and the valuation was first applied in the rating year commencing 1 July 2023.

Annual rates and charges are recognised as revenues when Council issues annual rates notices. Supplementary rates are recognised when a valuation and reassessment is completed and a supplementary rates notice issued.

3.2 Statutory fees and fines

| Infringements and costs | 461 | 394 |
|--------------------------------|-------|-------|
| Town planning fees | 659 | 756 |
| Land information certificates | 113 | 91 |
| Animal registrations | 531 | 545 |
| Total statutory fees and fines | 1,764 | 1,786 |

Statutory fees and fines (including parking fees and fines) are recognised as income when the service has been provided, the payment is received, or when the penalty has been applied, whichever first occurs.

2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 3. Funding for the delivery of our services

| | 2024 | 2023 |
|--|---------|---------|
| | \$ '000 | \$ '000 |
| 3.3 User fees | | |
| Caravan park fees | 3,654 | 2,987 |
| Child care/children's programs | 2,794 | 2,542 |
| Leisure centre and recreation | 1,300 | 1,150 |
| Livestock selling centre | 651 | 561 |
| Tourism | 1,312 | 854 |
| Other fees and charges | 1,813 | 1,728 |
| Parking | 1,091 | 996 |
| Quarry sales | 3,721 | 3,924 |
| Sale of materials | 761 | 918 |
| Total user fees | 17,097 | 15,660 |
| User fees by timing of revenue recognition | | |
| User fees recognised at a point in time | 17,097 | 15,660 |
| Total user fees | 17,097 | 15,660 |

User fees are recognised as revenue at a point in time, or over time, when (or as) the performance obligation is satisfied. Recognition is based on the underlying contractual terms.

Campaspe Shire Council

2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 3. Funding for the delivery of our services

| | 2024 | 2023 |
|---|----------|---------|
| | \$ '000 | \$ '000 |
| 3.4 Funding from other levels of government | | |
| Grants were received in respect of the following: | | |
| Summary of grants | | |
| Commonwealth funded grants | 9,259 | 23,254 |
| State funded grants | 5,708 | 14,818 |
| Total grants received | 14,967 | 38,072 |
| (a) Operating Grants | | |
| Recurrent - Commonwealth Government | | |
| Environmental Health | 5 | 4 |
| Family and Children | | 2 |
| Financial Assistance Grants - General purpose | 426 | 11,958 |
| Financial Assistance Grants - Local roads | 227 | 6,206 |
| Recurrent - State Government | 2 | 2 |
| Community Programs Environmental Health | 47 | 140 |
| Family and Children | 1,011 | 929 |
| Libraries | 313 | 313 |
| School crossing supervisors | 129 | 126 |
| Total recurrent operating grants | 2,160 | 19,680 |
| | | , |
| Non-recurrent - Commonwealth Government | | 16 |
| Community Programs Family and Children | _ 110 | 78 |
| Non-recurrent - State Government | 110 | 70 |
| Community Programs | 156 | 203 |
| Disaster Relief | 2,853 | 11,483 |
| Economic Development | 75 | 37 |
| Emergency services | 60 | - |
| Enviromental Health | 60 | 158 |
| Family and children | 1 | 42 |
| Libraries | 9 | 33 |
| Planning | 10 | - |
| Waste Management | 102 | (24) |
| Total non-recurrent operating grants | 3,436 | 12,026 |
| Total operating grants | 5,596 | 31,706 |
| | | |

2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 3. Funding for the delivery of our services

| | 2024 | 2023 |
|---|---------|---------|
| | \$ '000 | \$ '000 |
| (b) Capital Grants | | |
| Recurrent - Commonwealth Government | | |
| Roads to recovery | 2,578 | 2,653 |
| Total recurrent capital grants | 2,578 | 2,653 |
| Non-recurrent - Commonwealth Government | | |
| Aerodrome | 940 | - |
| Local Road and Community Infrastructure | 4,721 | 2,337 |
| Recreation | 252 | - |
| Non-recurrent - State Government | | |
| Buildings | 308 | 571 |
| Economic Development | 175 | 485 |
| Recreation | 373 | 43 |
| Roads | | 76 |
| Waste Management | 24 | 201 |
| Total non-recurrent capital grants | 6,793 | 3,713 |
| Total capital grants | 9,371 | 6,366 |

(c) Recognition of grant income

Before recognising funding from government grants as revenue the Council assesses whether there is a contract that is enforceable and has sufficiently specific performance obligations in accordance with AASB 15 Revenue from Contracts with Customers. When both these conditions are satisfied, the Council:

- identifies each performance obligation relating to revenue under the contract/agreement

- determines the transaction price

- recognises a contract liability for its obligations under the agreement
- recognises revenue as it satisfies its performance obligations, at the point in time or over time when services are rendered.

Where the contract is not enforceable and/or does not have sufficiently specific performance obligations, the Council applies AASB 1058 Income for Not-for-Profit Entities.

Grant revenue with sufficiently specific performance obligations is recognised over time as the performance obligations specified in the underlying agreement are met. Where performance obligations are not sufficiently specific, grants are recognised on the earlier of receipt or when an unconditional right to receipt has been established. Grants relating to capital projects are generally recognised progressively as the capital project is completed. The following table provides a summary of the accounting framework under which grants are recognised.

Income recognised under AASB 1058 Income of Not-for-Profit Entities

| General purpose | 5,596 | 31,706 |
|---|--------|--------|
| Specific purpose grants to acquire non-financial assets | 9,371 | 6,366 |
| | 14,967 | 38,072 |

2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 3. Funding for the delivery of our services

| \$ '000 2,201 227 (1,873) 555 3,534 797 (1,305) 3,026 | \$ '000 43 2,196 (38) 2,201 5,548 1,000 (3,014) |
|---|--|
| 227 (1,873) 555 3,534 797 (1,305) | 2,196 (38) 2,201 5,548 1,000 |
| 227 (1,873) 555 3,534 797 (1,305) | 2,196 (38) 2,201 5,548 1,000 |
| 227 (1,873) 555 3,534 797 (1,305) | 2,196 (38) 2,201 5,548 1,000 |
| (1,873) 555 3,534 797 (1,305) | (38) 2,201 5,548 1,000 |
| 3,534 797 (1,305) | 2,201 5,548 1,000 |
| 3,534 797 (1,305) | 5,548 |
| 797 (1,305) | 1,000 |
| 797 (1,305) | 1,000 |
| (1,305) | , |
| | (3,014) |
| 3.026 | , |
| 0,010 | 3,534 |
| | |
| | |
| | |
| | |
| | 210 |
| 926 | 210 |
| | |
| 5,768 | 1,908 |
| 5,768 | 1,908 |
| 6,694 | 2,118 |
| | 5,768 |

| Land | 105 | 169 |
|----------------------------------|-------|-------|
| Infrastructure | 5,647 | 1,739 |
| Other | 16 | - |
| Total non-monetary contributions | 5,768 | 1,908 |

Monetary and non monetary contributions are recognised as income at their fair value when Council obtains control over the contributed asset.

Campaspe Shire Council

2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 3. Funding for the delivery of our services

| | 2024 | 2023 \$ '000 |
|--|---------|-----------------|
| | \$ '000 | |
| 3.6 Net gain/(loss) on disposal of property, infrastructure, plant and equipment | | |
| Property, infrastructure, plant and equipment | | |
| Proceeds of sale | 1,550 | 234 |
| Written down value of assets disposed | (8,897) | (8,796) |
| Total net gain/(loss) on disposal of property, infrastructure, plant and equipment | (7,347) | (8,562) |
| Total net gain/(loss) on disposal of property, infrastructure, plant and | | |
| equipment | (7,347) | (8,562) |
| | | |

The profit or loss on sale of an asset is determined when control of the asset has passed to the buyer.

3.7 Other income

| Interest | 4,787 | 2,243 |
|----------------------------|-------|-------|
| Investment property rental | 1,095 | 868 |
| Other | 128 | 26 |
| Reimbursements | 285 | 1,089 |
| Total other income | 6,295 | 4,226 |

Interest is recognised as it is earned.

Other income is measured at the fair value of the consideration received or receivable and is recognised when Council gains control over the right to receive the income.

Campaspe Shire Council

2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 4. The cost of delivering services

| | 2024 \$ '000 | 2023 \$ '000 |
|--|-----------------|-----------------|
| 4.1 Employee costs | | |
| (a) Employee costs | | |
| Wages and salaries | 24,280 | 19,853 |
| Annual leave and long service leave | 2,950 | 2,880 |
| Casual staff | 2,330 | 2,488 |
| Superannuation | 3,191 | 2,880 |
| WorkCover | 480 | 347 |
| Fringe benefits tax | 186 | 155 |
| Sick leave | 909 | 945 |
| Redundancy | 1,121 | 667 |
| Other | 12 | |
| Total employee costs | 35,459 | 30,215 |
| (b) Superannuation | | |
| Council made contributions to the following funds: |) | |
| Defined benefit fund | | |
| Employer contributions to Local Authorities Superannuation Fund (Vision Super) | 138 | 150 |
| | 138 | 150 |
| Accumulation funds | | |
| Employer contributions to Local Authorities Superannuation Fund (Vision Super) | 1,712 | 1,677 |
| Employer contributions - other funds | 1,341 | 1,053 |
| | 3,053 | 2,730 |
| Employer contributions payable at reporting date | 67 | 156 |

Refer to Note 9.3. for further information relating to Council's superannuation obligations.

2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 4. The cost of delivering services

| | 2024 | 2023 |
|--------------------------------------|---------|---------|
| | \$ '000 | \$ '000 |
| 4.2 Materials and services | | |
| Consultants | 3,567 | 1,730 |
| Contract payments | 12,240 | 19,247 |
| Contract payments - waste management | 2,308 | 2,546 |
| Information technology | 2,567 | 1,886 |
| Insurance | 1,187 | 1,038 |
| Legal services | 390 | 301 |
| Materials | 2,275 | 3,110 |
| Repair and maintenance | 3,975 | 3,200 |
| Other | 56 | 319 |
| Service level contributions | 804 | 768 |
| Utility costs | 2,173 | 2,064 |
| Vehicle costs - other | 121 | 168 |
| Vehicle fuel costs | 1,094 | 1,135 |
| Total materials and services | 32,757 | 37,512 |

Expenses are recognised as they are incurred and reported in the financial year to which they relate.

4.3 Depreciation

| Property | | |
|--|--------|--------|
| Land improvements | 46 | 17 |
| Buildings - specialised | 2,694 | 2,664 |
| Total depreciation - property | 2,740 | 2,681 |
| Plant and equipment | | |
| Heritage plant and equipment | 37 | 37 |
| Plant machinery and equipment | 2,336 | 1,790 |
| Fixtures fittings and furniture | 8 | 8 |
| Computers and telecomms | 906 | 909 |
| Total depreciation - plant and equipment | 3,287 | 2,744 |
| Infrastructure | | |
| Roads | 14,082 | 12,907 |
| Bridges | 342 | 339 |
| Footways and cycleways | 730 | 651 |
| Drainage | 1,308 | 1,275 |
| Recreational, leisure and community | 670 | 755 |
| Parks open spaces and streetscapes | 366 | 334 |
| Other infrastructure | 514 | 496 |
| Total depreciation - infrastructure | 18,012 | 16,757 |
| Total depreciation | 24,039 | 22,182 |

Refer to note 6.2 for a more detailed breakdown of depreciation charges and accounting policy.

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Campaspe Shire Council

2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 4. The cost of delivering services

| | 2024 \$ '000 | 2023 \$ '000 |
|--|-----------------|-----------------|
| | | |
| 4.4 Depreciation - Right of use assets | | |
| Fleet and plant & equipment | 160 | 194 |
| Office equipment | 5 | 22 |
| Total Depreciation - Right of use assets | 165 | 216 |

Refer to note 5.8 for a more detailed breakdown of depreciation and amortisation charges and accounting policy.

| 4.5 Allowance for impairment losses | | |
|---|---------|---------|
| Parking fine debtors | 37 | 66 |
| Animal debtors | 30 | 59 |
| Other debtors | 4 | _ |
| Total allowance for impairment losses | 71 | 125 |
| Movement in allowance for impairment losses in respect of debtors | | |
| Balance at the beginning of the year | (1,023) | (898) |
| New allowances recognised during the year | (71) | (125) |
| Balance at end of year | (1,094) | (1,023) |

An allowance for impairment losses in respect of debtors is recognised based on an expected credit loss model. This model considers both historic and forward looking information in determining the level of impairment.

4.6 Borrowing costs

| Interest - Borrowings | 134 | 167 |
|-----------------------|-----|-----|
| Total borrowing costs | 134 | 167 |

Borrowing costs are recognised as an expense in the period in which they are incurred, except where they are capitalised as part of a qualifying asset constructed by Council.

4.7 Finance Costs - Leases

| Interest - Lease Liabilities | 8 | 9 |
|------------------------------|---|---|
| Total finance costs | 8 | 9 |

2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 4. The cost of delivering services

| | 2024 | 2023 |
|--|---------|---------|
| | \$ '000 | \$ '000 |
| 4.8 Other expenses | | |
| Advertising | 232 | 423 |
| Auditors' remuneration - VAGO - audit of the financial statements, performance | | |
| statement and grant acquittals | 143 | 79 |
| Auditors' remuneration - Internal Audit | 55 | 86 |
| Bank fees | 151 | 179 |
| Commission | 1,468 | 1,294 |
| Contributions and Community Grants | 468 | 478 |
| Councillor - other expenses | 8 | 18 |
| Councillors' allowances | 375 | 363 |
| Councillor election costs | 6 | - |
| Equipment hire | 701 | 672 |
| Fire service levy | 104 | 97 |
| Food purchases | 148 | 107 |
| Licence fees | 16 | 24 |
| Marketing | 318 | 106 |
| Membership to associations | 351 | 281 |
| Operating lease rentals | 325 | 269 |
| Postage and stationery | 341 | 255 |
| Property rent | 217 | 63 |
| Protective clothing | 106 | 97 |
| Quarry Royalties | 39 | 32 |
| Veterinary costs | 186 | 193 |
| Total other expenses | 5,758 | 5,116 |

Campaspe Shire Council

2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 5. Investing in and financing our operations

| | 2024 \$ '000 | 2023 \$ '000 |
|--|-----------------|-----------------|
| 5.1 Financial assets | | |
| (a) Cash and cash equivalents | | |
| Current | | |
| Cash on hand | 7 | 7 |
| Cash at bank | 17,184 | 6,621 |
| Total current cash and cash equivalents | 17,191 | 6,628 |
| Total cash and cash equivalents | 17,191 | 6,628 |
| (b) Other financial assets | | |
| Current | | |
| Term deposits | 63,500 | 88,000 |
| Total current other financial assets | 63,500 | 88,000 |
| Non-current | | |
| Term deposits | 5,000 | 14,000 |
| Total non-current other financial assets | 5,000 | 14,000 |
| Total other financial assets | 68,500 | 102,000 |
| Total current financial assets | 80,691 | 94,628 |
| Total non-current financial assets | 5,000 | 14,000 |
| Total cash and cash equivalents and other financial assets | 85,691 | 108,628 |

Cash and cash equivalents include cash on hand, deposits at call, and other highly liquid investments with original maturities of three months or less, net of outstanding bank overdrafts.

Other financial assets are valued at fair value, at balance date. Term deposits are measured at original cost. Any unrealised gains and losses on holdings at balance date are recognised as either a revenue or expense.

Other financial assets include term deposits and those with original maturity dates of three to 12 months are classified as current, whilst term deposits with maturity dates greater than 12 months are classified as non-current.

Campaspe Shire Council

2023/2024 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2024

Note 5. Investing in and financing our operations

| | 2024 | 2023 |
|--|---------|---------|
| | \$ '000 | \$ '000 |
| (c) Trade & Other Receivables | | |
| Current | | |
| Statutory receivables | | |
| Rates debtors | 2,790 | 2,680 |
| Parking infringement debtors | 1,435 | 1,415 |
| Net GST receivable | (31) | (124) |
| Non-statutory receivables | | |
| Other debtors | 3,834 | 1,873 |
| Provision for doubtful debts - parking infringements | (1,094) | (1,023) |
| Total current trade and other receivables | 6,934 | 4,821 |
| Non-Current | | |
| Statutory receivables | | |
| Special rate scheme | 16 | 16 |
| Total non-current trade and other receivables | 16 | 16 |
| Total trade and other receivables | 6,950 | 4,837 |

Short term receivables are carried at invoice amount. An allowance for expected credit losses is recognised based on past experience and other objective evidence of expected losses. Long term receivables are carried at amortised cost using the effective interest rate method.

(d) Ageing of receivables

The ageing of the Council's trade & other receivables (excluding statutory receivables) that are not impaired was:

| Current (not yet due) | 1,572 | 1,163 |
|-----------------------------------|-------|-------|
| Past due by up to 30 days | 212 | 158 |
| Past due between 31 and 180 days | 766 | 509 |
| Past due between 181 and 365 days | 16 | 16 |
| Past due by more than 1 year | 27 | 27 |
| Total trade and other receivables | 2,593 | 1,873 |

(e) Ageing of individually impaired receivables

At balance date, debtors representing financial assets with a nominal value of \$1,308,007 (2023: \$1,301,497) were impaired. The amount of the provision raised against these debtors was \$1,094,161 (2023: \$1,023,199). They individually have been impaired as a result of their doubtful collection. Many of the long outstanding past due amounts have been lodged for debt collectors or are on payment arrangements. The ageing of receivables that have been individually determined as impared at reporting date was:

| Current (not yet due) | 13 | 11 |
|-----------------------------------|-------|-------|
| Past due by up to 30 days | 16 | 37 |
| Past due between 31 and 180 days | 48 | 37 |
| Past due between 181 and 365 days | 42 | 64 |
| Past due by more than 1 year | 975 | 874 |
| Total trade and other receivables | 1,094 | 1,023 |

Campaspe Shire Council

2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 5. Investing in and financing our operations

| 2024 | 2023 |
|---------|---------|
| \$ '000 | \$ '000 |

5.2 Non-financial assets

(a) Inventories

| Current | | |
|---------------------------|-------|-----|
| Other | 2,167 | 727 |
| Total current inventories | 2,167 | 727 |
| | | |

Inventories held for distribution are measured at cost, adjusted when applicable for any loss of service potential. All other inventories are measured at the lower of cost and net realisable value. Where inventories are acquired for no cost or nominal consideration, they are measured at current replacement cost at the date of acquisition.

| (b) Other assets | | |
|----------------------------|--------------|---------|
| Current | | |
| Prepayments | 2,251 | 207 |
| Other | 3,422 | 2,861 |
| Total current other assets | 5,673 | 3,068 |
| (c) Intangible assets | | |
| Water Rights | 4,261 | 4,261 |
| Total intangible assets | 4,261 | 4,261 |
| | | |
| | Water rights | Total |
| | \$ '000 | \$ '000 |
| Gross Carrying Amount | | |
| Balance at 1 July 2023 | 4,261 | 4,261 |
| Balance at 30 June 2024 | 4,261 | 4,261 |

Valuation of water rights is based upon market value by reference to the water rate charged by the relevant authority and trading prices as at 30 June 2024. A valuation assessment was undertaken as of 30 June 2024 and the current carrying value was not required to be re-assessed.

Water rights are considered to have an indefinite life and are not subject to amortisation but are tested annually for impairment.

Campaspe Shire Council

2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 5. Investing in and financing our operations

| | 2024 \$ '000 | 2023 \$ '000 |
|--|---------------------|-----------------|
| 5.3 Payables, trust funds and deposits and contract an | d other liabilities | |
| (a) Trade and other payables | | |
| Current | | |
| Non-statutory payables | | |
| Trade payables | 7,223 | 4,939 |
| Accrued expenses | 3,112 | 1,291 |
| Other | 7 | - |
| Total current trade and other payables | 10,342 | 6,230 |
| (b) Trust funds and deposits | | |
| Current | | |
| Refundable deposits | 952 | 651 |
| Refundable contract retention deposits | 478 | 428 |
| Fire services levy | 3 | 2 |
| Caravan Park deposits | 496 | 462 |
| Total current trust funds and deposits | 1,929 | 1,543 |
| Non-current | | |
| Other refundable deposits | 18 | 18 |
| Total non-current trust funds and deposits | 18 | 18 |
| (c) Contract and other liabilities | | |
| | | |
| Contract liabilities | | |
| Current Grants received in advance: | | |
| Grants received in advance. | 3,663 | 5,734 |
| Total grants received in advance | 3,663 | 5,734 |
| ° | | 0,704 |
| User fees received in advance: | 770 | 4 4 6 9 |
| Prepaid Rates Total user fees received in advance | <u>779</u> | 1,163 |
| | | 1,163 |
| Total current contract liabilities | 4,442 | 6,897 |
| Total current contract and other liabilities | 4,442 | 6,897 |
| | | |

Unearned income/revenue represents contract liabilities and reflect consideration received in advance from customers in respect of grants and pre-paid rates. Unearned income/revenue are derecognised and recorded as revenue when promised goods and services are transferred to the customer. Refer to Note 3.

Amounts received as deposits and retention amounts controlled by Council are recognised as trust funds until they are returned, transferred in accordance with the purpose of the receipt, or forfeited. Trust funds that are forfeited, resulting in council gaining control of the funds, are to be recognised as revenue at the time of forfeit.

Purpose and nature of items

Refundable deposits - Deposits are taken by council as a form of surety in a number of circumstances, including in relation to building works, tender deposits, contract deposits and the use of civic facilities.

Campaspe Shire Council

2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 5. Investing in and financing our operations

Fire Services Levy - Council is the collection agent for fire services levy on behalf of the state government. Council remits amounts received on a quarterly basis. Amounts disclosed here will be remitted to the state government in line with that process.

Retention Amounts - Council has a contractual right to retain certain amounts until a contractor has met certain requirements or a related warrant or defect period has elapsed. Subject to the satisfactory completion of the contractual obligations, or the elapsing of time, these amounts will be paid to the relevant contractor in line with Council's contractual obligations.

Caravan park deposits - deposits are taken for forward accommodation bookings at the caravan park. These deposits are refundable if the accommodation booking is cancelled or converted to income when accommodation is used.

| | 2024 | 2023 |
|---|---------|---------|
| | \$ '000 | \$ '000 |
| 5.4 Interest-bearing liabilities | | |
| Current | | |
| Treasury Corporation of Victoria borrowings - secured | 962 | 933 |
| Borrowings - secured | 698 | 669 |
| Total current interest-bearing liabilities | 1,660 | 1,602 |
| Non-current | | |
| Freasury Corporation of Victoria borrowings - secured | 2,018 | 2,980 |
| Borrowings - secured | 313 | 1,011 |
| Total non-current interest-bearing liabilities | 2,331 | 3,991 |
| Total | 3,991 | 5,593 |
| Borrowings are secured by rates. | | |
| a) The maturity profile for Council's borrowings is: | | |
| Not later than one year | 1,660 | 1,602 |
| Later than one year and not later than five years | 2,331 | 3,991 |

Borrowings are initially measured at fair value, being the cost of the interest bearing liabilities, net of transaction costs. The measurement basis subsequent to initial recognition depends on whether the Council has categorised its interest-bearing liabilities as either financial liabilities designated at fair value through the profit and loss, or financial liabilities at amortised cost. Any difference between the initial recognised amount and the redemption value is recognised in net result over the period of the borrowing using the effective interest method.

The classification depends on the nature and purpose of the interest bearing liabilities. The Council determines the classification of its interest bearing liabilities based on contractual repayment terms at every balance date.

5,593

3,991

Campaspe Shire Council

2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 5. Investing in and financing our operations

| | Employee provisions \$ '000 | Landfill restoration \$ '000 | Total \$ '000 |
|---|---------------------------------------|---------------------------------------|------------------|
| 5.5 Provisions | · · · · · · · · · · · · · · · · · · · | · · · · · · · · · · · · · · · · · · · | |
| 2024 | | | |
| Balance at the beginning of the financial year | 6,437 | 864 | 7,301 |
| Additional provisions | 2,682 | _ | 2,682 |
| Amounts used | (2,045) | (208) | (2,253 |
| Change in the discounted amount arising because of time and the | | | |
| effect of any change in the discount rate | (376) | 78 | (298 |
| Balance at the end of the financial year | 6,698 | 734 | 7,43 |
| Provisions | | | |
| Provisions - current | 5,922 | 83 | 6,005 |
| Provisions - non-current | 776 | 651 | 1,42 |
| Total Provisions | 6,698 | 734 | 7,432 |
| | | | 1,10 |
| 2023 | | ~ | |
| Balance at the beginning of the financial year | 6,424 | 1,317 | 7,74 |
| Additional provisions | 2,175 | _ | 2,17 |
| Amounts used | (1,830) | (525) | (2,355 |
| Change in the discounted amount arising because of time and the | | | |
| effect of any change in the discount rate | (332) | 72 | (260 |
| Balance at the end of the financial year | 6,437 | 864 | 7,301 |
| Provisions | | | |
| Provisions - current | 6,123 | 83 | 6,200 |
| Provisions - non-current | 314 | 781 | 1,09 |
| Total Provisions | 6,437 | 864 | 7,30 |
| | | | 1,00 |
| | | 2024 | 2023 |
| | | \$ '000 | \$ '00(|
| a) Employee provisions | | | |
| Current provisions expected to be wholly settled within 12 mor | nths | | |
| Annual leave | | 1,808 | 1,488 |
| Long service leave | _ | 382 | 438 |
| | _ | 2,190 | 1,920 |
| Current provisions expected to be wholly settled after 12 month | hs | | |
| Annual leave | | 378 | 33 |
| Long service leave | | 3,354 | 3,86 |
| | - | 3,732 | 4,19 |
| | - | | 1,101 |
| Fotal current employee provisions | | 5,922 | 6,123 |

Non-CurrentLong service leave776Total Non-Current Employee Provisions776314

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Notes to the Financial Statements

for the year ended 30 June 2024

Note 5. Investing in and financing our operations

| | 2024 \$ '000 | 2023 \$ '000 |
|--|-----------------|-----------------|
| | | |
| Aggregate Carrying Amount of Employee Provisions: | | |
| Current | 5,922 | 6,123 |
| Non-current | 776 | 314 |
| Total Aggregate Carrying Amount of Employee Provisions | 6,698 | 6,437 |

The calculation of employee costs and benefits includes all relevant on-costs and are calculated as follows at reporting date.

Annual leave

A liability for annual leave is recognised in the provision for employee benefits as a current liability because the Council does not have an unconditional right to defer settlement of the liability. Liabilities for annual leave are measured at:

- nominal value if the Council expects to wholly settle the liability within 12 months

- present value if the Council does not expect to wholly settle within 12 months.

Liabilities that are not expected to be wholly settled within 12 months of the reporting date are recognised in the provision for employee benefits as current liabilities, measured at the present value of the amounts expected to be paid when the liabilities are settled using the remuneration rate expected to apply at the time of settlement.

Long service leave

Liability for long service leave (LSL) is recognised in the provision for employee benefits. Unconditional LSL is disclosed as a current liability as the Council does not have an unconditional right to defer settlement. Unconditional LSL is measured at nominal value if expected to be settled within 12 months or at present value if not expected to be settled within 12 months. Conditional LSL that has been accrued, where an employee is yet to reach a qualifying term of employment, is disclosed as a non-current liability and measured at present value.

The discount rate and the wage inflation rates used are published by the Victorian State Government Department of Treasury and Finance monthly. The rates used are the June 2024, issued 1 July 2024 for the 2008 Long Service Leave Model.

| Key assumptions: | | |
|--------------------------|-------|-------|
| - discount rate | 4.35% | 3.63% |
| - inflation rate | 4.45% | 4.35% |
| (b) Landfill restoration | | |
| Current | | |
| Current | 83 | 83 |
| Total current | 83 | 83 |
| Non-current | | |
| Non-current | 651 | 781 |
| Total non-current | 651 | 781 |
| | | |

The provision for landfill restoration maintenance has been calculated based on the present value of the expected cost of works to be undertaken. The expected cost of works has been estimated based on current understanding of work required to maintain and monitor the site to comply with EPA requirements. Accordingly, the estimation of the provision required is dependent on the accuracy of the forecast timing of the work, work required and related costs.

Council has no operating landfills, the landfill restoration provision relates to capped landfills previously operated by Council.

The discount rate is the Commonwealth Government 5 year bond rate published on 5 July 2024 for June 2024 and the inflation rate is March quarter all groups published by the Australian Bureau of Statistics and the Reserve Bank of Australia on 19 June 2024.

| Key assumptions: | | |
|------------------|-------|-------|
| - discount rate | 3.98% | 3.24% |
| - inflation rate | 3.60% | 7.00% |
| | | |

Campaspe Shire Council

2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 5. Investing in and financing our operations

| 2024 | 2023 |
|-------------|---------|
| \$ '000 | \$ '000 |

5.6 Financing arrangements

The Council has the following funding arrangements in place as at 30 June 2024.

| Bank overdraft | 1,200 | 1,200 |
|------------------------|-------|-------|
| Credit card facilities | 200 | 200 |
| Loans | 3,991 | 5,593 |
| Total Facilities | 5,391 | 6,993 |
| Used facilities | 4,050 | 5,634 |
| Used facilities | 4,050 | 5,634 |
| Unused facilities | 1,341 | 1,359 |

Campaspe Shire Council

2023/2024 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2024

Note 5. Investing in and financing our operations

5.7 Commitments

The Council has entered into the following commitments. Commitments are not recognised in the Balance Sheet. Commitments are disclosed at their nominal value and presented inclusive of the GST payable.

(a) Commitments for expenditure

| | Not later than 1 year \$ '000 | Later than 1 year and not later than 2 years \$ '000 | Later than 2 years and not later than 5 years \$ '000 | Later than 5 years \$ '000 | Total \$ '000 |
|------------------------|-------------------------------------|--|---|----------------------------------|------------------|
| | | | + | | <i></i> |
| 2024 | | | | | |
| Operating | | | | | |
| Garbage collection | 2,981 | 3,089 | 9,949 | 7,244 | 23,263 |
| Landfill | 1,453 | 1,505 | 4,847 | - | 7,805 |
| Recycling and transfer | | | | | |
| stations | 1,861 | 1,926 | 6,204 | 3,659 | 13,650 |
| Consultancies | 850 | | - | | 850 |
| Cleaning/maintenance | | | | | |
| contracts | 656 | 679 | | _ | 1,335 |
| Roads | 96 | | | - | 96 |
| Corporate software | 152 | 157 | - | - | 309 |
| Caravan parks | 1,518 | 1,573 | 3,318 | _ | 6,409 |
| Recreation | 49 | 49 | | _ | 98 |
| Total | 9,616 | 8,978 | 24,318 | 10,903 | 53,815 |
| Capital | | | | | |
| Tourism | 126 | | _ | _ | 126 |
| Road | 801 | | _ | _ | 801 |
| Plant and Fleet | 1,448 | _ | _ | _ | 1,448 |
| Infrastructure | 2,538 | _ | _ | _ | 2,538 |
| Recreation | 768 | _ | _ | _ | 768 |
| Total | 5,681 | _ | | | 5,681 |

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Notes to the Financial Statements for the year ended 30 June 2024

Note 5. Investing in and financing our operations

| | Not later than 1 year \$ '000 | Later than 1 year and not later than 2 years \$ '000 | Later than 2 years and not later than 5 years \$ '000 | Later than 5 years \$ '000 | Total \$ '000 |
|------------------------|-------------------------------------|--|---|----------------------------------|------------------|
| 2023 | | | | | |
| Operating | | | | | |
| Garbage collection | 3,029 | 3,120 | 9,932 | 10,853 | 26,934 |
| Landfill | 1,488 | 1,533 | 4,881 | 1,726 | 9,628 |
| Recycling and transfer | ., | ., | ., | ., | -, |
| stations | 2,526 | 2,284 | 7,270 | 7,897 | 19,977 |
| Consultancies | 266 | 5 | _ | | 271 |
| Cleaning/maintenance | | | | | |
| contracts | 725 | 717 | | - | 1,442 |
| Corporate software | 111 | 31 | - | - | 142 |
| Caravan parks | 367 | - | | | 367 |
| Recreation | 51 | 51 | 34 | - | 136 |
| Total | 8,563 | 7,741 | 22,117 | 20,476 | 58,897 |
| Capital | | | | | |
| Tourism | 574 | - | | - | 574 |
| Road | 1,571 | _ | | - | 1,571 |
| Plant and Fleet | 1,531 | - | - | - | 1,531 |
| Infrastructure | 1,625 | | | - | 1,625 |
| Recreation | 319 | - | | _ | 319 |
| Drainage | 20 | - | | _ | 20 |
| Total | 5,640 | | _ | _ | 5,640 |
| | | | | | |

Campaspe Shire Council

Notes to the Financial Statements for the year ended 30 June 2024

Note 5. Investing in and financing our operations

| 2024 | 2023 |
|------------|---------|
| \$ '000 | \$ '000 |
| | |

(b) Operating lease receivables

Operating lease receivables

Council has entered into commercial property leases on its investment property. These properties held under operating leases have remaining non-cancellable lease terms of between 1 and 10 years. All leases include a CPI based revision of the rental charge annually.

| Future undiscounted minimum rentals receivable under non-cancellable operating leases are as follows: | | | | |
|---|--|-----|-----|--|
| Not later than one year | | 407 | 197 | |
| Later than one year and not later than five years | | 587 | 313 | |
| | | 994 | 510 | |
| | | | | |

5.8 Leases

At inception of a contract, Council assesses whether a contract is, or contains, a lease. A contract is, or contains, a lease if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration. To identify whether a contract conveys the right to control the use of an identified asset, it is necessary to assess whether:

- The contract involves the use of an identified asset;
- Council has the right to obtain substantially all of the economic benefits from use of the asset throughout the period
 of use; and
- Council has the right to direct the use of the asset.

This policy is applied to contracts entered into, or changed, on or after 1 July 2019.

As a lessee, Council recognises a right-of-use asset and a lease liability at the lease commencement date. The right-of-use asset is initially measured at cost which comprises the initial amount of the lease liability adjusted for:

- · any lease payments made at or before the commencement date less any lease incentives received; plus
- any initial direct costs incurred; and
- an estimate of costs to dismantle and remove the underlying asset or to restore the underlying asset or the site on which it is located.

The right-of-use asset is subsequently depreciated using the straight-line method from the commencement date to the earlier of the end of the useful life of the right-of-use asset or the end of the lease term. The estimated useful lives of right-of-use assets are determined on the same basis as those of property, plant and equipment. In addition, the right-of-use asset is periodically reduced by impairment losses, if any, and adjusted for certain measurements of the lease liability.

The lease liability is initially measured at the present value of the lease payments that are not paid at the commencement date, discounted using the interest rate implicit in the lease or, if that rate cannot be readily determined, an appropriate incremental borrowing rate. Generally, Council uses an appropriate incremental borrowing rate as the discount rate. Lease payments included in the measurement of the lease liability comprise the following:

- Fixed payments;
- Variable lease payments that depend on an index or a rate, initially measured using the index or rate as at the commencement date;
- · Amounts expected to be payable under a residual value guarantee; and
- The exercise price under a purchase option that Council is reasonably certain to exercise, lease payments in an optional renewal period if Council is reasonably certain to exercise an extension option, and penalties for early termination of a lease unless Council is reasonably certain not to terminate early.

When the lease liability is remeasured in this way, a corresponding adjustment is made to the carrying amount of the rightof-use asset, or is recorded in profit or loss if the carrying amount of the right-of-use asset has been reduced to zero. Under *AASB 16 Leases*, Council as a not-for-profit entity has elected not to measure right-of-use assets at initial recognition at fair value in respect of leases that have significantly below-market terms.

Campaspe Shire Council

2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 5. Investing in and financing our operations

(a) Right-of-Use Assets

| | Office Equipment \$ '000 | Fleet, Plant & Equipment \$ '000 | Other \$ '000 | Total \$ '000 |
|-------------------------|--------------------------------|--|------------------|------------------|
| | ÷ 000 | ÷ 000 | ÷ 000 | |
| 2024 | | | | |
| Balance at 1 July 2023 | 8 | 70 | 147 | 225 |
| Additions | - | 127 | _ | 127 |
| Depreciation charge | (5) | (96) | (45) | (146) |
| Other | 3 | (1) | (1) | 1 |
| Balance at 30 June 2024 | 3 | 100 | 101 | 204 |
| 2023 | | | | |
| Balance at 1 July 2022 | 30 | 244 | 35 | 309 |
| Additions | _ | 3 | 131 | 134 |
| Depreciation charge | (22) | (178) | (19) | (219) |
| Other | _ | 1 | - | 1 |
| Balance at 30 June 2023 | 8 | 70 | 147 | 225 |
| | | | | |
| | | | 2024 | 2022 |

| | | 2024 | 2023 |
|--|--|---------|---------|
| | | \$ '000 | \$ '000 |
| | | | |

(b) Lease Liabilities

| Maturity analysis - contractual undiscounted cash flows | | |
|---|-----|-----|
| Less than one year | 114 | 118 |
| One to five years | 88 | 105 |
| More than five years | 26 | 30 |
| Total undiscounted lease liabilities as at 30 June: | 228 | 253 |
| Lease liabilities included in the Balance Sheet at 30 June: | | |
| Current | 108 | 112 |
| Non-current | 104 | 121 |
| Total lease liabilities | 212 | 233 |

Short-term and low value leases

Council has elected not to recognise right-of-use assets and lease liabilities for short-term leases of machinery that have a lease term of 12 months or less and leases of low-value assets (individual assets worth less than exisiting capitalisation thresholds for a like asset up to a maximum of AUD\$10,000), including IT equipment. Council recognises the lease payments associated with these leases as an expense on a straight-line basis over the lease term.

| Expenses | relating to: | |
|----------|--------------|--|
| Expenses | relating to. | |

| Leases of low value assets | 202 | 179 |
|----------------------------|-----|-----|
| Total | 202 | 179 |
| | | |

Non-cancellable lease commitments - Short-term and low-value leases

Commitments for minimum lease payments for short-term and low-value leases are payable as follows:

| Payable: | | |
|---|-----|-----|
| Within one year | 185 | 144 |
| Later than one year but not later than five years | 139 | 153 |
| Total lease commitments | 324 | 297 |

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|-----------------------|------------------------|--|----------|
| | | | |

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Notes to the Financial Statements for the year ended 30 June 2024

Note 6. Assets we manage

| Summary of property, infrastructure. plant and | Carrying amount 30 June 2023 | Additions | Contributions | Revaluation | Disposal | Depreciation | Write-off | Transfers | Carrying amount 30 June 2024 |
|---|------------------------------------|-----------|---------------|-------------|-------------|--------------|------------|-----------|------------------------------------|
| equipment | 000. \$ | 000. \$ | 000, \$ | 000, \$ | 000. \$ | 000, \$ | 000.\$ | 000. \$ | 000. \$ |
| Property | 248,352 | 19 | 105 | 6,510 | (4,271) | (2,741) | I | 4,921 | 252,895 |
| Plant and equipment | 13,298 | I | I | I | (1,123) | (3,288) | I | 7,516 | 16,403 |
| Infrastructure | 515,971 | I | 5,663 | 32,128 | (3,500) | (18,012) | I | 18,200 | 550,450 |
| Work in progress | 12,776 | 34,905 | I | I | | | I | (30,637) | 17,044 |
| Total | 790,397 | 34,924 | 5,768 | 38,638 | (8,894) | (24,041) | 1 | I | 836,792 |
| | | | | (| 3 | | | | |
| | | | | | Opening WIP | Additions | Write -off | Transfers | Closing WIP |
| Summary of Work in Progress | ress | | | | 000, \$ | 000. \$ | 000.\$ | 000. \$ | 000, \$ |
| Property | | | | | 4,213 | 7,293 | I | (4,921) | 6,585 |
| Plant and equipment | | | | P | 117 | 7,823 | I | (7,516) | 424 |
| Infrastructure | | | | | 8,446 | 19,789 | I | (18,200) | 10,035 |
| Total | | | | | 12,776 | 34,905 | I | (30,637) | 17,044 |
| | | | | | | | | | |

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Notes to the Financial Statements for the year ended 30 June 2024

Note 6. Assets we manage

| FUy 1.41 (-10^{-} (-20^{-}) 31.421 (-10^{-} (-10^{-}) 1.451 (-10^{-}) 1.434 (-10^{-}) 1.40 (-10^{-}) 4.213 (-10^{-}) 333.300 able deprecation all (-10^{-}) (-10^{-}) -10^{-} -10^{-} -10^{-} -10^{-} -20^{-} | | Land specialised \$ '000 | Land non specialised \$ '000 | Land improve- ments \$ '000 | Land under roads \$ '000 | Total land and land improve- ments \$ '000 | Buildings specialised \$ '000 | Total buildings \$ '000 | Work in progress \$ '000 | Total property \$ '000 |
|---|----------------------------------|--------------------------------|------------------------------------|-----------------------------------|--------------------------------|---|-------------------------------------|-------------------------------|--------------------------------|------------------------------|
| $ \begin{array}{c ccccccccccccccccccccccccccccccccccc$ | Property | | | | | | | | | |
| $ \begin{array}{ c c c c c c c c c c c c c c c c c c c$ | /alue 1 July 2023 | 107,225 | 31,427 | 1,515 | 8,317 | 148,484 | 180,663 | 180,663 | 4,213 | 333,360 |
| $ \begin{array}{c ccccccccccccccccccccccccccccccccccc$ | ulated depreciation at 2023 | (1) | I | (78) | I | (19) | (80,716) | (80,716) | I | (80,795) |
| $ \begin{array}{cccccccccccccccccccccccccccccccccccc$ | | 107,224 | 31,427 | 1,437 | 8,317 | 148,405 | 99,947 | 99,947 | 4,213 | 252,565 |
| $\begin{array}{cccccccccccccccccccccccccccccccccccc$ | Movements in fair value | | | | | | | | | |
| $ \begin{array}{cccccccccccccccccccccccccccccccccccc$ | ns | I | I | I | 1 | | 19 | 19 | 7,293 | 7,312 |
| $ \begin{array}{c ccccccccccccccccccccccccccccccccccc$ | outions | 83 | I | 1 | 22 | 105 | I | ı | I | 105 |
| $ \begin{array}{c ccccccccccccccccccccccccccccccccccc$ | ation | I | I | I | I | • | 11,825 | 11,825 | I | 11,825 |
| $\begin{array}{c ccccccccccccccccccccccccccccccccccc$ | al | (1,488) | (328) | T | I | (1,816) | (4,580) | (4,580) | I | (6,396) |
| $ \begin{array}{ c c c c c c c c c c c c c c c c c c c$ | ers | Ι | 150 | I | 1 | 150 | 4,771 | 4,771 | (4,921) | I |
| | eriod error | I | - | 1 | | - | - | 1 | I | 7 |
| $ \begin{array}{cccccccccccccccccccccccccccccccccccc$ | | (1,405) | (177) | 1 | 22 | (1,560) | 12,036 | 12,036 | 2,372 | 12,848 |
| $\begin{array}{c ccccccccccccccccccccccccccccccccccc$ | nents in ulated depreciation | | | | | | | | | |
| $\begin{array}{cccccccccccccccccccccccccccccccccccc$ | lation and | | | | | | | | | |
| $ \begin{array}{c ccccccccccccccccccccccccccccccccccc$ | ation Jotod domociotion of | I | I | (47) | I | (47) | (2,694) | (2,694) | I | (2,741) |
| $\begin{array}{ c c c c c c c c c c c c c c c c c c c$ | uateu depreciation or Ils | I | I | Ι | Ι | I | 2,125 | 2,125 | I | 2,125 |
| $ \begin{array}{ c c c c c c c c c c c c c c c c c c c$ | ulated depreciation on tion | I | I | I | I | I | (5.315) | (5.315) | I | (5.315) |
| $\begin{array}{ c c c c c c c c c c c c c c c c c c c$ | nent losses sed in operating | | | | | | | | | |
| $\begin{array}{ c c c c c c c c c c c c c c c c c c c$ | | I | I | I | I | ı | I | ı | I | I |
| | | 1 | | (47) | 1 | (47) | (5,884) | (5,884) | | (5,931) |
| $ \begin{array}{c ccccccccccccccccccccccccccccccccccc$ | alue 30 June 2024 | 105,820 | 31,250 | 1,515 | 8,339 | 146,924 | 192,699 | 192,699 | 6,585 | 346,208 |
| 105,819 31,250 1,390 8,339 146,798 106,099 6,585 | ulated depreciation at e 2024 | (1) | I | (125) | I | (126) | (86,600) | (86,600) | I | (86,726) |
| | ng amount | 105,819 | 31,250 | 1,390 | 8,339 | 146,798 | 106,099 | 106,099 | 6,585 | 259,482 |

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Notes to the Financial Statements for the year ended 30 June 2024

Note 6. Assets we manage

| | Heritage plant and equipment \$ '000 | Plant machinery and equipment \$ '000 | Fixtures fittings and furniture \$ '000 | Computers and telecomms \$ '000 | Artworks \$ '000 | Total \$ '000 | Work in progress \$ '000 | plant and equipment \$ '000 |
|--|--|---|---|---------------------------------------|---------------------|------------------|--------------------------------|-----------------------------------|
| Plant and Equipment | | | | | | | | |
| At fair value 1 July 2023 | 3,029 | 17,134 | 326 | 9,288 | 1,138 | 30,915 | 117 | 31,032 |
| Accumulated depreciation at 1 July 2023 | (329) | (9,838) | (222) | (7,198) | - | (17,617) | I | (17,617) |
| | 2,670 | 7,296 | 104 | 2,090 | 1,138 | 13,298 | 117 | 13,415 |
| Movements in fair value | | | | | | | 1 | |
| | 1 1 | _ (1.822) | | - (7.896) | | – (9.718) | 1,023 _ | 1,023 (9.718) |
| | I | 7,516 | | | | 7,516 | (7,515) | - |
| | 1 | 5,694 | | (7,896) | | (2,202) | 308 | (1,894) |
| Movements in accumulated depreciation | | | | | | | | |
| Depreciation and amortisation | (37) | (2,336) | (8) | (205) | I | (3,288) | I | (3,288) |
| Accumulated depreciation of disposals | I | 1,758 | | 6,837 | I | 8,595 | I | 8,595 |
| | (37) | (578) | (8) | 5,930 | 1 | 5,307 | 1 | 5,307 |
| At fair value 30 June 2024 | 3,029 | 22,828 | 326 | 1,392 | 1,138 | 28,713 | 425 | 29,138 |
| Accumulated depreciation at 30 June 2024 | (396) | (10,416) | (230) | (1,268) | I | (12,310) | Ι | (12,310) |
| | 2,633 | 12,412 | 96 | 124 | 1,138 | 16,403 | 425 | 16,828 |

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Notes to the Financial Statements

for the year ended 30 June 2024

Note 6. Assets we manage

| Total | stru | | 46 790,848 | - (266,431) | 46 524,417 | | | - 5,663 51,400 | - (8,752) | | - (5) | 39 67,893 | | - (18,012) | - 5,252 | - (19,070) | - (31,830) | 35 8 58,740 | - (298,260) | 35 560,480 |
|------------|--|----------------|---------------------------|--|-------------------|-------------------------|---------|-------------------|-------------------|-----------|--------------------|-----------|--|----------------------------------|---------------------------------------|--|------------|----------------------------|--|-----------------|
| | Work in progress \$ '000 | | 8,446 | | 8,446 | 004 07 | 19,19 | | | (18,200) | | 1,589 | | | | | | 10,035 | | 10,035 |
| | Total \$ '000 | | 782,402 | (266,431) | 515,971 | | 1 C C C | 5,663 E4 400 | 91,130 (8,752) | 18,200 | (5) | 66,304 | | (18,012) | 5,252 | (19,070) | (31,830) | 848,705 | (298,260) | 550,445 |
| Othor | infra- structure \$ '000 | | 19,677 | (6,663) | 13,014 | | | 61 | (37) | 873 | - | 852 | | (514) | 16 | I | (498) | 20,528 | (7,160) | 13,368 |
| Parks open | spaces and streets- capes \$ '000 | | 7,401 | (3,477) | 3,924 | | | I | (302) | 1,197 | I | 895 | | (366) | 182 | I | (184) | 8,295 | (3,660) | 4,635 |
| Recrea- | leisure and community \$ '000 | | 20,293 | (11,403) | 8,890 | | I | | (186) | 1,392 | 7 | 1,354 | | (670) | 92 | (74) | (652) | 21,648 | (12,056) | 9,592 |
| | Drainage \$ '000 | | 96,175 | (34,724) | 61,451 | | 1 000 1 | 1,389 | (206) | 1,337 | 1 | 23,848 | | (1,308) | 83 | (7,769) | (8,994) | 120,023 | (43,718) | 76,305 |
| Footnathe | cycleways cycleways \$ '000 | | 33,752 | (13,942) | 19,810 | | 1 071 | 2,749 | (605) | 1,515 | T | 10,737 | | (730) | 196 | (2,739) | (3,273) | 44,490 | (17,216) | 27,274 |
| | Bridges \$ '000 | | 33,984 | (16,417) | 17,567 | | I | - CCF & | 1 | I | (1) | 6,429 | | (342) | I | (3,171) | (3,513) | 40,413 | (19,930) | 20,483 |
| | Roads \$ '000 | | 571,120 | (179,805) | 391,315 | | | 1,510 16.216 | (7,416) | 11,886 | (2) | 22,189 | | (14,082) | 4,683 | (5,317) | (14,716) | 593,308 | (194,520) | 398,788 |
| | | Infrastructure | At fair value 1 July 2023 | Accumulated depreciation at 1 July 2023 | | Movements in fair value | | Contributions | Disposal | Transfers | Prior period error | 1 | Movements in accumulated depreciation | Depreciation and amortisation | Accumulated depreciation of disposals | Accumulated depreciation on revaluation | 1 | At fair value 30 June 2024 | Accumulated depreciation at 30 June 2024 | Carrying amount |

Campaspe Shire Council

2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 6. Assets we manage

Acquisition

The purchase method of accounting is used for all acquisitions of assets, being the fair value of assets provided as consideration at the date of acquisition plus any incidental costs attributable to the acquisition. Fair value is the price that would be received to sell an asset (or paid to transfer a liability) in an orderly transaction between market participants at the measurement date. Refer also to Note 8.4 for further disclosure regarding fair value measurement.

Where assets are constructed by Council, cost includes all materials used in construction, direct labour, borrowing costs incurred during construction, and an appropriate share of directly attributable variable and fixed overheads.

In accordance with Council's policy, the threshold limits have applied when recognising assets within an applicable asset class and unless otherwise stated are consistent with the prior year.

Asset recognition thresholds and depreciation periods

| | Depreciation Period years | Threshold Limit \$ ´000 |
|---|---------------------------------|-------------------------------|
| | | |
| Buildings | | |
| heritage buildings | 75 years | 10 |
| buildings | 75 years | 10 |
| building improvements | 20-50 years | 10 |
| | | |
| Plant and Equipment | | |
| heritage plant and equipment (paddlesteamers) | 100 years | 5 |
| plant, machinery and equipment | 3-20 years | 10 |
| fixtures, fittings and furniture | 3-15 years | 5 |
| computers and telecommunications | 4 years | 5 |
| | | |
| Infrastructure | | |
| road seals | 15-20 years | 10 |
| road pavement | 80 years | 10 |
| road formation and earthworks | Indefinite | 10 |
| road kerb, channel and minor culverts | 50-80 years | 10 |
| gravel roads and gravel shoulders | 15 years | 10 |
| bridges deck | 100 years | 10 |
| bridges substructure | 100 years | 10 |
| footpaths and cycleways | 40-50 years | 10 |
| drainage | 20-80 years | 10 |

Land under roads Council recognises land under roads it controls at fair value.

Depreciation and amortisation

Buildings, land improvements, plant and equipment, infrastructure, and other assets having limited useful lives are systematically depreciated over their useful lives to the Council in a manner which reflects consumption of the service potential embodied in those assets. Estimates of remaining useful lives and residual values are made on a regular basis with major asset classes reassessed annually. Depreciation rates and methods are reviewed annually.

Where assets have separate identifiable components that are subject to regular replacement, these components are assigned distinct useful lives and residual values and a separate depreciation rate is determined for each component.

Road earthworks are not depreciated on the basis that they are assessed as not having a limited useful life.

Straight line depreciation is charged based on the residual useful life as determined each year.

Depreciation periods used are listed above and are consistent with the prior year unless otherwise stated.

Campaspe Shire Council

2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 6. Assets we manage

Repairs and maintenance

Where the repair relates to the replacement of a component of an asset and the cost exceeds the capitalisation threshold the cost is capitalised and depreciated. The carrying value of the replaced asset is expensed.

Valuation of land and buildings

Valuation of land was undertaken by a qualified independent valuer, Simon Eishold, from Eishold Property in April 2023. The valuation of land is at fair value, being market value based on highest and best use permitted by relevant land planning provisions. Where land use is restricted through existing planning provisions the valuation is reduced to reflect this limitation. This adjustment is an unobservable input in the valuation. The adjustment has no impact on the comprehensive income statement.

Specialised land is valued at fair value using site values adjusted for englobo (undeveloped and/or unserviced) characteristics, access rights and private interests of other parties and entitlements of infrastructure assets and services. This adjustment is an unobservable input in the valuation. The adjustment has no impact on the comprehensive income statement.

Valuation of specialised buildings was undertaken by Tony Blefari, a qualified independent valuer from Knowledge Asset Management Services in June 2022. The valuation of buildings is at fair value, being depreciated replacement cost, based on building net costs, estimated useful lives and asset condition assessments. These are unobservable inputs into the valuation.

Any significant movements in the unobservable inputs for land and land under roads and buildings will have a significant impact on the fair value of these assets.

The date of the current valuation is detailed in the following table.

Details of the Council's land and buildings and information about the fair value hierarchy as at 30 June 2024 are as follows:

| | Level 1 | Level 2 | Level 3 | Date of valuation | Type of Valuation |
|-----------------------|---------|---------|---------|----------------------|-------------------|
| | Leveri | Leverz | Levers | valuation | Type of valuation |
| Specialised land | | _ | 105,819 | Apr-23 | Full |
| Non specialised land | | 31,250 | - | Apr-23 | Full |
| Land improvements | | - | 1,390 | Jun-20 | Index |
| Specialised buildings | | - | 106,099 | Jun-24 | Index |
| Land under roads | | - | 8,339 | Jan-23 | Full |
| Total | - | 31,250 | 221,647 | | |

Valuation of Infrastructure

A fair value assessment of infrastructure assets has been carried out by Council staff using indices derived from ABS indexes. An index-based revaluation was conducted in the current year on Council's road assets using ABS civil construction/road and bridge construction indices. A full revaluation of these assets will be conducted in 2024/25.

The date of the current valuation is detailed in the following table. The valuation is at fair value based on replacement cost or indexes less accumulated depreciation as at the date of valuation.

Details of the Council's infrastructure and information about the fair value hierarchy as at 30 June 2024 are as follows:

Campaspe Shire Council

2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 6. Assets we manage

| | | | Date of | | |
|-----------------------------------|---------|---------|---------|-----------|-------------------|
| | Level 1 | Level 2 | Level 3 | valuation | Type of Valuation |
| | | | | | |
| Roads | - | - | 398,788 | Jun-24 | Index |
| Bridges | - | - | 20,483 | Jun-24 | Index |
| Footpaths and cycleways | - | - | 27,274 | Jun-24 | Index |
| Drainage | - | - | 76,305 | Jun-24 | Index |
| Recreational, leisure & community | | | | | |
| facilities | - | - | 9,592 | Jun-20 | Index |
| Parks, open space & streetscapes | - | - | 4,635 | Jun-20 | Index |
| Other Infrastructure | - | - | 13,368 | Jun-20 | Full |
| Total | | | 550,445 | | |

Description of significant unobservable inputs into level 3 valuations

Specialised land and land under roads are valued using a market based direct comparison technique. Significant unobservable inputs include the extent and impact of restriction of use and the market cost of land per square metre. The extent and impact of restrictions on use varies and results in a reduction to surrounding land values between 5% and 95%. The market value of land varies significantly depending on the location of the land and the current market conditions. Currently land values range between \$0.15 and \$1,982 per square metre.

Specialised buildings are valued using a depreciated replacement cost technique. Significant unobservable inputs include the current replacement cost and remaining useful lives of buildings. Current replacement costs are calculated on a square metre basis and ranges from \$83 to \$7,847 per square metre. The remaining useful lives of buildings are determined on the basis of the current condition of buildings and vary from 25 years to 75 years. Replacement cost is sensitive to changes in market conditions, with any increase or decrease in cost flowing through to the valuation. Useful lives of buildings are sensitive to changes in expectations or requirements that could either shorten or extend the useful lives of buildings.

Infrastructure assets are valued based on the depreciated replacement cost. Significant unobservable inputs include the current replacement cost and remaining useful lives of infrastructure. The remaining useful lives of infrastructure assets are determined on the basis of the current condition of the asset and vary from 0 to 100 years. Replacement cost is sensitive to changes in market conditions, with any increase or decrease in cost flowing through to the valuation. Useful lives of infrastructure assets are sensitive to changes in use, expectations or requirements that could either shorten or extend the useful lives of infrastructure assets.

Reconciliation of specialised land

| | 2024 | 2023 |
|------------------------|---------|---------|
| | \$ '000 | \$ '000 |
| Specialised land | 105,819 | 107,224 |
| Land under roads | 8,339 | 8,317 |
| Land improvements | 1,390 | 1,436 |
| Total specialised land | 115,548 | 116,977 |

Campaspe Shire Council

2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 6. Assets we manage

6.2 Investments in associates, joint arrangements and subsidiaries

(a) Subsidiaries

Campaspe Port Enterprise Pty Ltd

Background

Campaspe Port Enterprise Pty Ltd (CPE) was created on 1 October 2021 to assume responsibility for the management of tourism and paddlesteamer assets associated with the Port of Echuca Precinct. CPE is a separate entity, wholly owned by the Campaspe Shire Council. CPE has responsibility for managing the operations of the paddlesteamer and tourism business within the precinct. The board of directors were appointed in December 2021 but all of the company's operational transactions were still managed by Council. CPE began operating as a separate entity on 1 July 2022.

Note that Council contribution for the 2023/24 financial year of \$2.69 million is included in the Total income (\$2.11 million) and current liabilities (\$576,000 - deferred income) lines below, but netted off when reported as part of the consolidated financial statements.

Summarised financial information

| Summarised Statement of Comprehensive Income | | |
|--|---------|---------|
| Total income | 4,317 | 1,805 |
| Total expenses | (3,342) | (1,192) |
| Surplus/(Deficit) for the Year | 975 | 613 |
| Summarised Balance Sheet | | |
| Current assets | 2,764 | 1,073 |
| Non-current assets | 45 | _ |
| Total assets | 2,809 | 1,073 |
| Current liabilities | 1,002 | 259 |
| Non-current liabilities | - | - |
| Total Liabilities | 1,002 | 259 |
| Net Assets | 1,807 | 814 |

Significant Restrictions

Campaspe Port Enterprise operates the Port of Echuca precinct under a service level agreement, Council makes cash contributions to facilitate the management of the precinct and relevant assets.

The consolidated financial statements of Council incorporate all entities controlled by Council as at 30 June 2024, and their income and expenses for that part of the reporting period in which control existed.

Subsidiaries are all entities over which Council has control. Council controls an entity when it is exposed to, or has rights to, variable returns from its involvement with the entity and has the ability to affect those returns through its power to direct the activities of the entity. Subsidiaries are fully consolidated from the date on which control is transferred to the Council. They are deconsolidated from the date that control ceases.

Where dissimilar accounting policies are adopted by entities and their effect is considered material, adjustments are made to ensure consistent policies are adopted in these financial statements.

Entities consolidated into Council include - Campaspe Port Enterprise Pty Ltd

Campaspe Shire Council

2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 7. People and relationships

7.1 Council and key management remuneration

(a) Related Parties

Parent entity Campaspe Shire Council is the parent entity.

Subsidiaries and Associates Interests in subsidiaries are detailed in note 6.2.

(b) Key Management Personnel

Key management personnel (KMP) are those people with the authority and responsibility for planning, directing and controlling the activities of Campaspe Shire Council, The Councillors, Chief Executive Officer and Directors are deemed KMP.

Details of KMP at any time during the year are:

| Councillors | Councillor Christine Weller Councillor Adrian Weston Councillor Leanne Pentreath Councillor John Zobec Councillor Daniel Mackrell Councillor Robert Amos (Mayor, 17 November 2022 - Present) Councillor Colleen Gates Councillor Colleen Gates Councillor Paul Jarman Councillor Tony Marwood Chief Executive Officer Director - Corporate Director - Sustainability Director - Community Director - Infrastructure Director - Community Safety and Recovery |
|-------------|--|
| | 2024 No. |

| | No. | No. |
|--|-----|-----|
| Total Number of Councillors | 9 | 9 |
| Total of Chief Executive Officer and other Key Management Personnel | 6 | 9 |
| Total Number of Key Management Personnel | 15 | 18 |

2023

Campaspe Shire Council

2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 7. People and relationships

(c) Remuneration of Key Management Personnel

Remuneration comprises employee benefits including all forms of consideration paid, payable or provided by Council, or on behalf of the Council, in exchange for services rendered. Remuneration of Key Management Personnel and Other senior staff is disclosed in the following categories.

Short-term employee benefits include amounts such as wages, salaries, annual leave or sick leave that are usually paid or payable on a regular basis, as well as non-monetary benefits such as allowances and free or subsidised goods or services.

Other long-term employee benefits include long service leave, other long service benefits or deferred compensation.

Post-employment benefits include pensions, and other retirement benefits paid or payable on a discrete basis when employment has ceased.

Termination benefits include termination of employment payments, such as severance packages.

| | 2024 | 2023 \$ '000 |
|--|---------|-----------------|
| | \$ '000 | |
| | | |
| Total remuneration of key management personnel was as follows: | | |
| Short-term employee benefits | 1,941 | 1,744 |
| Other long-term employee benefits | 150 | 118 |
| Post-employment benefits | 38 | 32 |
| Termination benefits | - | 192 |
| Total | 2,129 | 2,086 |
| | | |

| | 2024 | 2023 |
|--|------|------|
| | No. | No. |

The numbers of key management personnel whose total remuneration from Council and any related entities, fall within the following bands:

| \$20,000 - \$29,999 | 1 | 1 |
|-----------------------|----|----|
| \$30,000 - \$39,999 | 5 | 6 |
| \$40,000 - \$49,999 | 2 | 1 |
| \$50,000 - \$59,999 | _ | 1 |
| \$70,000 - \$79,999 | _ | 2 |
| \$160,000 - \$169,999 | 1 | 1 |
| \$190,000 - \$199,999 | _ | 1 |
| \$230,000 - \$239,999 | _ | 3 |
| \$240,000 - \$249,999 | _ | 1 |
| \$260,000 - \$269,999 | 1 | _ |
| \$270,000 - \$279,999 | 1 | _ |
| \$280,000 - \$289,999 | 3 | - |
| \$310,000 - \$319,999 | _ | 1 |
| \$380,000 - \$389,999 | 1 | |
| | 15 | 18 |

Campaspe Shire Council

2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 7. People and relationships

(d) Remuneration of other senior staff

Other senior staff are officers of Council, other than Key Management Personnel, whose total remuneration exceeds \$170,000 and who report directly to a member of the KMP. *

Total remuneration of other senior staff was as follows:

| | 2024 | 2023 |
|---|------------------|---------|
| | \$ '000 | \$ '000 |
| Short-term employee benefits | 832 | 1,625 |
| Other long-term employee benefits | 84 | 145 |
| Post-employment benefits | 19 | 32 |
| Fermination benefits | | - |
| Fotal | 935 | 1,802 |
| The number of other senior staff are shown below in their releva | nt income bands: | |
| | | |
| 6 | 2024 | 2023 |
| | No. | No. |
| Income Range: | | |
| \$170,000 - \$179,999 | 1 | 2 |
| \$180,000 - \$189,999 | 3 | 1 |
| \$190,000 - \$199,999 | 2 | 1 |
| \$200,000 - \$209,999 | - | 3 |
| \$210,000 - \$219,999 | _ | 1 |
| \$220,000 - \$229,000 | _ | 1 |
| | 6 | 9 |
| | | |
| | 2024 | 2023 |
| | \$ '000 | \$ '000 |
| Total remuneration for the reporting year for other senior staff in | cluded above. | |
| amounted to: | 935 | 1,802 |

* Due to a definitional change the comparative figures in this note may not align with the previous year's annual report, which included disclosure of senior officers as defined in the Local Government Act 1989.

Campaspe Shire Council

2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 7. People and relationships

| | 2024 \$ '000 | 2023 \$ '000 |
|--|--------------------------|--------------------------|
| 7.2 Related party disclosure | | |
| (a) Transactions with related parties | | |
| During the period Council entered into the following transactions with related parties: | | |
| Council has two employees who are close family members of key management personnel, the total remuneration paid to these employees is Total rental income received from related parties. Total transactions paid to related parties Council's financial payments to Campaspe Port Enterprise | 245 176 1 2,694 | 218 159 – 1,480 |
| All contracts and transactions were at arms length and under normal business terms and conditions. | | |
| (b) Outstanding balances with related parties | | |
| There are no balances outstanding at the end of the reporting period in relation to transactions with related parties 2023/2024 Nil (2022/2023 Nil). | | |
| (c) Loans to/from related parties | | |
| No loans have been made, guaranteed or secured by council to a responsible person 2023/2024 Nil (2022/2023 Nil). | | |
| (d) Commitments to/from related parties | | |
| The aggregate amount of commitments in existence at balance date that have been made, guaranteed or secured by the council to a related party are as follows: | | |
| Council has long term commercial rental agreements with related parties for properties owned by council. Councils Financial Support for Campaspe Port Enterprise | 305 2,270 | 475 2,000 |

Campaspe Shire Council

2023/2024 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2024

Note 8. Managing uncertainties

8.1 Contingent assets and liabilities

Contingent assets and contingent liabilities are not recognised in the Balance Sheet, but are disclosed and if quantifiable, are measured at nominal value. Contingent assets and liabilities are presented inclusive of GST receivable or payable, respectively.

(a) Contingent assets

Contingent assets are possible assets that arise from past events, whose existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the Council. At balance date the Council are not aware of any contingent assets.

(b) Contingent liabilities

Contingent liabilities are:

- possible obligations that arise from past events, whose existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the Council; or

- present obligations that arise from past events but are not recognised because:

- it is not probable that an outflow of resources embodying economic benefits will be required to settle the obligation; or

- the amount of the obligation cannot be measured with sufficient reliability.

Superannuation

Council has obligations under a defined benefit superannuation scheme that may result in the need to make additional contributions to the scheme, matters relating to this potential obligation are outlined below. As a result of the volatility in financial markets the likelihood of making such contributions in future periods exists.

Insurance claims

Council is currently reviewing a possible option to submit an insurance claim for flood expenditure that is not covered by grant funding. The potential claim would be estimated, as of 30 June 2024, to be under \$2.0 million. This claim does not have a material impact on future operations as it relates to expenditure predominately incurred in the 2023/24 financial year or earlier.

Legal matters

Council has no major legal matters that could have a material impact on future operations.

Building cladding

Council has no potential contingents existing in relation to rectification works or other matters associated with building cladding that may have the potential to adversely impact on Council.

Liability Mutual Insurance

Council is a participant of the MAV Liability Mutual Insurance (LMI) Scheme. The LMI scheme provides public liability and professional indemnity insurance cover. The LMI scheme states that each participant will remain liable to make further contributions to the scheme in respect of any insurance year in which it was a participant to the extent of its participant's share of any shortfall in the provision set aside in respect of that insurance year, and such liability will continue whether or not the participant remains a participant in future insurance years.

Campaspe Shire Council

2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 8. Managing uncertainties

| 2024 | 2023 |
|-------------|---------|
| \$ '000 | \$ '000 |

(c) Guarantees for loans to other entities

The amount disclosed for financial guarantee in this note is the nominal amount of the underlying loan that is guaranteed by the Council, not the fair value of the financial guarantee.

Financial guarantee contracts are not recognised as a liability in the balance sheet unless the lender has exercised their right to call on the guarantee or Council has other reasons to believe that it is probable that the right will be exercised.

Bank Guarantees held in favour of other Entities:

| (a) Council currently has three Bank Guarantees in favour of the Department or Environment, Land, Water and Planning for the rehabilitation bond at the Nanneella Quarry. | 365 | 365 |
|---|-----|-----|
| (b) Council currently has three Bank Guarantees in favour of the Department or Environment, Land, Water and Planning for the rehabilitation bond at the Mt Scobie Quarry. | 151 | 151 |
| (c) Council currently has two Bank Guarantees in favour of the Department or Environment, Land, Water and Planning for the rehabilitation bond at Weeks and | | |
| Browns Pits. | 14 | 14 |
| Total | 530 | 530 |
| | | |

8.2 Change in accounting standards

Certain new Australian Accounting Standards and interpretations have been published that are not mandatory for the 30 June 2024 reporting period. Council assesses the impact of these new standards.

In December 2022 the Australian Accounting Standards Board (AASB) issued AASB 2022-10 Amendments to Australian Accounting Standards - Fair Value Measurement of Non-Financial Assets of Not-for-Profit Public Sector Entities to modify AASB 13 Fair Value Measurement. AASB 2022-10 amends AASB 13 Fair Value Measurement for fair value measurements of non-financial assets of not-for-profit public sector entities not held primarily for their ability to generate net cash inflows. The AASB 13 modifications:

- are applicable only to not-for-profit public sector entities;

- are limited to fair value measurements of non-financial assets not held primarily for their ability to generate net cash inflows; - are to be applied prospectively for annual periods beginning on or after 1 January 2024;

- would not necessarily change practice for some not-for-profit public sector entities; and

-do not indicate that entities changing practice in how they measure relevant assets made an error in applying the existing requirements of AASB 13.

Council will assess any impact of the modifications to AASB 13 ahead of the 2024-25 reporting period.

In December 2022 the Australian Accounting Standards Board (AASB) issued AASB 2022-6 Amendments to Australian Accounting Standards - Non-current Liabilities with Covenants. AASB 2022-6 amends AASB 101 Presentation of Financial Statements to improve the information an entity provides in its financial statements about long?term liabilities with covenants where the entity's right to defer settlement of those liabilities for at least twelve months after the reporting period is subject to the entity complying with conditions specified in the loan arrangement. The amendments in AASB 2022-6 are effective for annual periods beginning on or after 1 January 2024. Council will assess any impact of the modifications to AASB 101 ahead of the 2024-25 reporting period.

Campaspe Shire Council

2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 8. Managing uncertainties

8.3 Financial instruments

(a) Objectives and policies

Council's principal financial instruments comprise cash assets, term deposits, receivables (excluding statutory receivables), payables (excluding statutory payables) and bank and TCV borrowings. Details of the significant accounting policies and methods adopted, including the criteria for recognition, the basis of measurement and the basis on which income and expenses are recognised, in respect of each class of financial asset, financial liability and equity instrument is disclosed in the notes of the financial statements. Risk management is carried out by senior management under policies approved by Council. These policies include identification and analysis of the risk exposure to Council and appropriate procedures, controls and risk minimisation.

(b) Market risk

Market risk is the risk that the fair value or future cash flows of Council financial instruments will fluctuate because of changes in market prices. Council's exposure to market risk is primarily through interest rate risk with only insignificant exposure to other price risks and no exposure to foreign currency risk.

Interest rate risk

Interest rate risk refers to the risk that the value of a financial instrument or cash flows associated with the instrument will fluctuate due to changes in market interest rates. Council's interest rate liability risk arises primarily from long term loans and borrowings at fixed rates which exposes Council to fair value interest rate risk / Council does not hold any interest bearing financial instruments that are measured at fair value, and therefore has no exposure to fair value interest rate risk. Cash flow interest rate risk is the risk that the future cash flows of a financial instrument will fluctuate because of changes in market interest rates. Council has minimal exposure to cash flow interest rate risk through its cash and deposits that are at floating rates.

Investment of surplus funds is made with approved financial institutions under the *Local Government Act* 2021. Council manages interest rate risk by adopting an investment policy that ensures:

- diversification of investment product;
- · monitoring of return on investment; and
- benchmarking of returns and comparison with budget.

There has been no significant change in the Council's exposure, or its objectives, policies and processes for managing interest rate risk or the methods used to measure this risk from the previous reporting period.

Interest rate movements have not been sufficiently significant during the year to have an impact on the Council's year end result.

(c) Credit risk

Credit risk is the risk that a contracting entity will not complete its obligations under a financial instrument and cause Council to make a financial loss. Council has exposure to credit risk on some financial assets included in the balance sheet. Particularly significant areas of credit risk exist in relation to outstanding fees and fines as well as loans and receivables from sporting clubs and associations. To help manage this risk:

- · Council has a policy for establishing credit limits for the entities Council deals with;
- · Council may require collateral where appropriate; and
- Council only invests surplus funds with financial institutions which have a recognised credit rating specified in Council's investment policy.

Receivables consist of a large number of customers, spread across the ratepayer, business and government sectors. Credit risk associated with the Council's financial assets is minimal because the main debtor is secured by a charge over the rateable property.

There are no material financial assets which are individually determined to be impaired.

Council may also be subject to credit risk for transactions which are not included in the balance sheet, such as when Council provides a guarantee for another party. Details of our contingent liabilities are disclosed in Note 8.1(b).

Campaspe Shire Council

2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 8. Managing uncertainties

The maximum exposure to credit risk at the reporting date to recognised financial assets is the carrying amount, net of any allowance for impairment of those assets, as disclosed in the balance sheet and notes to the financial statements. Council does not hold any collateral.

(d) Liquidity risk

Liquidity risk includes the risk that, as a result of Council's operational liquidity requirements it will not have sufficient funds to settle a transaction when required or will be forced to sell a financial asset at below value or may be unable to settle or recover a financial asset.

To help reduce these risks Council:

- has a target of \$10 million as a minimum level of cash and cash equivalents to be maintained;
- has readily accessible standby facilities and other funding arrangements in place;
- has a liquidity portfolio structure that requires surplus funds to be invested within various bands of liquid instruments;
- monitors budget to actual performance on a regular basis; and
- sets limits on borrowings relating to the percentage of loans to rate revenue and percentage of loan principal repayments to rate revenue.

The Council's maximum exposure to liquidity risk is the carrying amounts of financial liabilities as disclosed on the face of the balance sheet and the amounts related to financial guarantees disclosed in Note 8.1(c)., and is deemed insignificant based on prior periods' data and current assessment of risk.

There has been no significant change in Council's exposure, or its objectives, policies and processes for managing liquidity risk or the methods used to measure this risk from the previous reporting period.

With the exception of borrowings, all financial liabilities are expected to be settled within normal terms of trade. Details of the maturity profile for borrowings are disclosed at Note 5.4.

Unless otherwise stated, the carrying amounts of financial instruments reflect their fair value.

(e) Sensitivity disclosure analysis

Taking into account past performance, future expectations, economic forecasts, and management's knowledge and experience of the financial markets, Council believes the following movements are 'reasonably possible' over the next 12 months:

A parallel shift of +0.5% and -1.5% in market interest rates (AUD) from year-end rates of 4.35%.

These movements will not have a material impact on the valuation of Council's fianncial assests and liabilities, nor will they have a material impact on the results of Council's operations.

8.4 Fair value measurement

Fair Value Hierarchy

Council's financial assets and liabilities are not valued in accordance with the fair value hierarchy, Council's financial assets and liabilities are measured at amortised cost.

Council measures certain assets and liabilities at fair value where required or permitted by Australian Accounting Standards. AASB 13 Fair value measurement, aims to improve consistency and reduce complexity by providing a definition of fair value and a single source of fair value measurement and disclosure requirements for use across Australian Accounting Standards.

All assets and liabilities for which fair value is measured or disclosed in the financial statements are categorised within a fair

Mholeal Report 2023-24 | Campaspe Shire Council

hat is significant to the fair value measurement as a

Campaspe Shire Council

2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 8. Managing uncertainties

For the purpose of fair value disclosures, Council has determined classes of assets and liabilities on the basis of the nature, characteristics and risks of the asset or liability and the level of the fair value hierarchy as explained above. In addition, Council determines whether transfers have occurred between levels in the hierarchy by re-assessing categorisation (based on the lowest level input that is significant to the fair value measurement as a whole) at the end of each reporting period.

Revaluation

Subsequent to the initial recognition of assets, non-current physical assets, other than plant and equipment, are measured at their fair value, being the price that would be received to sell an asset (or paid to transfer a liability) in an orderly transaction between market participants at the measurement date. (For plant and equipment carrying amount is considered to approximate fair value given short useful lives). At balance date, the Council reviewed the carrying value of the individual classes of assets measured at fair value to ensure that each asset materially approximated its fair value. Where the carrying value materially differed from the fair value at balance date, the class of asset was revalued.

Fair value valuations are determined in accordance with a valuation hierarchy. Changes to the valuation hierarchy will only occur if an external change in the restrictions or limitations of use of an asset result in changes to the permissible or practical highest and best use of the asset. In addition, Council undertakes a formal revaluation of land, buildings, and infrastructure assets on a regular basis ranging from 1 to 5 years. The valuation is performed either by experienced council officers or independent experts. The following table sets out the frequency of revaluations by asset class.

| Asset Class | Revaluation frequency |
|--|-----------------------|
| Land | 3 years |
| Buildings | 3 years |
| Roads | 4 years |
| Bridges | 3 years |
| Footpaths and cycleways | 5 years |
| Drainage | 5 years |
| Recreational, leisure and community facilities | 5 years |
| Parks, open space and streetscapes | 3 years |
| Other infrastructure | Not applicable |

Where the assets are revalued, the revaluation increments are credited directly to the asset revaluation reserve except to the extent that an increment reverses a prior year decrement for that class of asset that had been recognised as an expense in which case the increment is recognised as revenue up to the amount of the expense. Revaluation decrements are recognised as an expense except where prior increments are included in the asset revaluation reserve for that class of asset in which case the decrement is taken to the reserve to the extent of the remaining increments. Within the same class of assets, revaluation increments and decrements within the year are offset.

Impairment of assets

At each reporting date, Council reviews the carrying value of its assets to determine whether there is any indication that these assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs of disposal and value in use, is compared to the assets carrying value. Any excess of the assets carrying value over its recoverable amount is expensed to the comprehensive income statement, unless the asset is carried at the revalued amount in which case, the impairment loss is recognised directly against the revaluation surplus in respect of the same class of asset to the extent that the impairment loss does not exceed the amount in the revaluation surplus for that same class of asset.

8.5 Events occurring after balance date

No matters have occurred after balance date that require disclosure in the financial report.

Campaspe Shire Council

2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 9. Other matters

| Balance at | | Balance at |
|--------------|------------|------------|
| beginning of | | end of |
| reporting | Increase | reporting |
| period | (decrease) | period |
| \$ '000 | \$ '000 | \$ '000 |

(a) Asset revaluation reserves

2024

| Property | | | |
|--|---------|--------|---------|
| Land - specialised | 6,802 | - | 6,802 |
| Land - non specialised | 94 | - | 94 |
| Land and land improvements | 71,941 | - | 71,941 |
| Land under roads | 3,106 | - | 3,106 |
| Buildings | 83,560 | 6,510 | 90,070 |
| | 165,503 | 6,510 | 172,013 |
| Plant and equipment | | | |
| Plant machinery and equipment | 1,659 | _ | 1,659 |
| Artworks | 124 | _ | 124 |
| Water rights | 3,990 | _ | 3,990 |
| | 5,773 | | 5,773 |
| Infrastructure | | | |
| Roads | 308,165 | 10,899 | 319,064 |
| Bridges | 11,305 | 3,259 | 14,564 |
| Footpaths and cycleways | 4,623 | 4,339 | 8,962 |
| Drainage | 26,453 | 13,559 | 40,012 |
| Recreational, leisure and community facilities | _ | 72 | 72 |
| Other infrastructure | 5,535 | _ | 5,535 |
| | 356,081 | 32,128 | 388,209 |
| Total asset revaluation reserves | 527,357 | 38,638 | 565,995 |

Campaspe Shire Council

2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 9. Other matters

| | Balance at beginning of reporting period \$ '000 | Increase (decrease) \$ '000 | Balance at end of reporting period \$ '000 |
|----------------------------------|--|-----------------------------------|--|
| 2023 | | | |
| Property | | | |
| Land - specialised | _ | 6,802 | 6,802 |
| Land - non specialised | - | 94 | 94 |
| Land and land improvements | 71,941 | - | 71,941 |
| Land under roads | _ | 3,106 | 3,106 |
| Buildings | 83,523 | 37 | 83,560 |
| | 155,464 | 10,039 | 165,503 |
| Plant and equipment | | | |
| Plant machinery and equipment | 1,659 | _ | 1,659 |
| Artworks | 124 | _ | 124 |
| Water rights | 3,648 | 342 | 3,990 |
| 5 | 5,431 | 342 | 5,773 |
| In face of the second | | | |
| Infrastructure Roads | 286,940 | 21,225 | 308,165 |
| Bridges | 11,305 | 21,225 | 11,305 |
| Footpaths and cycleways | 4,623 | _ | 4,623 |
| Drainage | 26,453 | _ | 26,453 |
| Other infrastructure | 7,731 | (2,196) | 5,535 |
| | 337,052 | 19,029 | 356,081 |
| Total asset revaluation reserves | 497,947 | 29,410 | 527,357 |

The asset revaluation reserve is used to record the increased (net) value of Council's assets over time.

Campaspe Shire Council

2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 9. Other matters

| | Balance at beginning of reporting period \$ '000 | Transfer from Accumulated Surplus \$ '000 | Transfer to Accumulated Surplus \$ '000 | Balance at end of reporting period \$ '000 |
|---------------------------------------|--|--|--|--|
| (b) Other reserves | | | | |
| 2024 | | | | |
| Restricted reserves | | | | |
| Recreational land | 1,536 | - | - | 1,536 |
| Car parking | 198 | _ | | 198 |
| Unspent grant funding | | 564 | - | 564 |
| Total | 1,734 | 564 | | 2,298 |
| Unrestricted reserves | | | | |
| Strategic asset development reserve | 30,000 | - | - | 30,000 |
| Asset renewal | 18,124 | | (2,718) | 15,406 |
| Asset renewal - plant replacement | 188 | 2,718 | | 2,906 |
| Commercial investment - Holiday Park | 305 | | | 305 |
| Community plan implementation | 36 | | - | 36 |
| Capital Works Contingency | 1,000 | 758 | (758) | 1,000 |
| Disability Discrimination Act reserve | 531 | - | (11) | 520 |
| Industrial land | 2,949 | | - | 2,949 |
| Rochester water rights reserve | 138 | | (138) | - |
| Waste reserve | 4,310 | | (949) | 3,361 |
| Carryover works | - | 8,771 | | 8,771 |
| Total | 57,581 | 12,247 | (4,574) | 65,254 |
| Total Other reserves | 59,315 | 12,811 | (4,574) | 67,552 |
| 2023 | | | | |
| Restricted reserves | | | | |
| Recreational land | 1,471 | 65 | - | 1,536 |
| Car parking | 198 | | | 198 |
| Total | 1,669 | 65 | - | 1,734 |
| Unrestricted reserves | | | | |
| Strategic asset development reserve | 2,517 | 29,083 | (1,600) | 30,000 |
| Asset renewal | 15,467 | 2,657 | - | 18,124 |
| Asset renewal - plant replacement | 998 | 2,661 | (3,471) | 188 |
| Commercial investment - Holiday Park | 55 | 1,850 | (1,600) | 305 |
| Community plan implementation | 80 | - | (44) | 36 |
| Capital Works Contingency | 1,000 | 439 | (439) | 1,000 |
| Disability Discrimination Act reserve | 531 | 100 | (100) | 531 |
| Industrial land | 2,949 | - | - | 2,949 |
| Rochester water rights reserve | 173 | - | (35) | 138 |
| Waste reserve | 3,966 | 801 | (457) | 4,310 |
| Carryover works Total | 27,736 | 37,591 | (7,746) | 57,581 |
| Total Other reserves | 29,405 | 37,656 | (7,746) | 59,315 |
| | | 51,000 | | 50,010 |

Annual Report 2023-24 | Campaspe Shire Council

Campaspe Shire Council

2023/2024 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2024

Note 9. Other matters

Restricted Reserves

Must be cash backed at all times and relate to funds received that must be used by Council for a specific purpose.

Recreational land - The purpose of this reserve is to provide improved recreational facilities for the Campaspe Shire Council, both of an active and passive nature. This reserve is funded solely from subdivision developer contributions in lieu of the 5% public open space requirement. Outflows are limited to capital works on parks and playgrounds, recreation reserves and other outdoor sporting activities including swimming pool development. The call on the reserve has to be directly connected to the residential catchments for which the contribution has been made.

Car parking - The purpose of this reserve is to capture funds that are received by Council either from developer contributions for lieu of parking or from the sale of car parking land, and also to establish funding for future development of car parking spaces in accordance with the Echuca CBD and Heritage Parking Strategies. This reserve is funded principally from developer contributions and used to provide parking development.

Unspent grant funding - The purpose of this reserve is to restrict grant funding received by Council in advance/ upfront and is still to be expended as at 30 June.

Unrestricted Reserves

Must be cashed back at year end but can be used throughout the year to fund Council's working capital requirements.

Strategic asset development reserve - The purpose of this reserve is to isolate funds to develop strategic assets, of a capital nature, that will deliver long term benefits to the community.

Asset renewal - The purpose of this reserve is to isolate funds identified for asset renewal that have not been expended in the budget year and any savings from completed capital projects. These funds are to be used to support the delivery of the adopted 10 year capital works program.

Asset renewal - plant replacement - The purpose of this reserve is to provide for the replacement of fleet, major and minor plant and is funded by a 100% budgeted depreciation allocation of these assets.

Capital works contingency - The purpose of this reserve is to hold funds to cover unforeseeable additional costs associated with capital works projects.

Commercial Investment - Echuca holiday park - The purpose of this reserve is to allocate funds for investment in the Echuca Holiday Park to maintain and grow revenue and is funded from operations or the resale of assets on the site.

Community plan implementation - The purpose of this reserve is to allocate funds for implementation of community plans in line with Council strategy and is funded from operations.

Disability discrimination act reserve - The purpose of this reserve is to allocate funds to upgrade community facilities in line with the Disability Discrimination Act when it is deemed necessary and is funded from operations.

Industrial land - The purpose of this reserve is to develop industrial land that can facilitate the growth, expansion and attraction of business across the Shire. This reserve is funded solely from sales of industrial land and must be used for the establishment of industrial estates.

Rochester water rights reserve - The purpose of this reserve is to manage the funds from the sale of water rights in Rochester to ensure these funds are spent back in the community.

Waste reserve - The purpose of this reserve is to provide funding in line with the approved waste strategy as adopted by Council. It is funded from the surplus or deficit of the waste service.

Carryover works - The purpose of this reserve is to manage the carryover capital works from the prior years. This is capital works budgeted for, but not yet completed as of 30 June.

Campaspe Shire Council

2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 9. Other matters

| | 2024 | 2023 |
|--|---------|---------|
| | \$ '000 | \$ '000 |
| 9.2 Reconciliation of cash flows from operating activities to surplus/(deficit) | | |
| Surplus/(deficit) for the year | (9,596) | 3,004 |
| Non-cash adjustments: | | |
| Depreciation/amortisation | 24,204 | 22,398 |
| Profit/(loss) on disposal of property, infrastructure, plant and equipment | 7,347 | 8,562 |
| Contributions - Non-monetary assets | (5,768) | (1,908) |
| Amounts disclosed in financing activities | 142 | 176 |
| Change in assets and liabilities: | | |
| (Increase)/decrease in trade and other receivables | (2,113) | (753) |
| (Increase)/decrease in inventories | (1,440) | 1 |
| (Increase)/decrease in prepayments | (2,044) | 173 |
| Increase/(decrease) in contract assets | | (825) |
| Increase/(decrease) in other assets | (561) | - |
| Increase/(decrease) in trade and other payables | 4,112 | (1,806) |
| Increase/(decrease) in provisions | 131 | (440) |
| Increase/(decrease) in trust funds and deposits | 386 | (684) |
| (Decrease)/increase in contract and other liabilities | (2,455) | 762 |
| Net cash provided by/(used in) operating activities | 12,345 | 28,660 |

9.3 Superannuation

Council makes the majority of its employer superannuation contributions in respect of its employees to the Local Authorities Superannuation Fund (the Fund). This Fund has two categories of membership, accumulation and defined benefit, each of which is funded differently. Obligations for contributions to the Fund are recognised as an expense in the Comprehensive Income Statement when they are made or due.

Accumulation

The Fund's accumulation category, Vision MySuper/Vision Super Saver, receives both employer and employee contributions on a progressive basis. Employer contributions are normally based on a fixed percentage of employee earnings (for the year ended 30 June 2024, this was 11.0% as required under Superannuation Guarantee (SG) legislation (2023: 10.5%)).

Defined Benefit

Council does not use defined benefit accounting for its defined benefit obligations under the Fund's Defined Benefit category. This is because the Fund's Defined Benefit category is a pooled multi-employer sponsored plan.

There is no proportional split of the defined benefit liabilities, assets or costs between the participating employers as the defined benefit obligation is a floating obligation between the participating employers and the only time that the aggregate obligation is allocated to specific employers is when a call is made. As a result, the level of participation of Campaspe Shire Council in the Fund cannot be measured as a percentage compared with other participating employers. Therefore, the Fund Actuary is unable to allocate benefit liabilities, assets and costs between employers for the purposes of AASB 119.

Campaspe Shire Council

2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 9. Other matters

Funding Arrangements

Council makes employer contributions to the Defined Benefit category of the Fund at rates determined by the Trustee on the advice of the Fund Actuary.

A triennial actuarial investigation for the Defined Benefit category as at 30 June 2023 was conducted and completed by 31 December 2023. The vested benefit index (VBI) of the Defined Benefit category as at 30 June 2023 was 104.1%. Council was notified of the 30 June 2023 VBI during August 2023.

The financial assumptions used to calculate the 30 June 2023 VBI were:

Net investment returns 5.7% pa Salary information 3.5% pa Price inflation (CPI) 2.8% pa.

The VBI is used as the primary funding indicator. Because the VBI was above 100%, the 30 June 2023 actuarial investigation determined the Defined Benefit category was in a satisfactory financial position and that no change was necessary to the Defined Benefit category's funding arrangements from prior years.

Employer contributions

(a) Regular contributions

On the basis of the results of the 2023 triennial actuarial investigation conducted by the Fund Actuary, Council makes employer contributions to the Fund's Defined Benefit category at rates determined by the Fund's Trustee. For the year ended 30 June 2024, this rate was 11.0% of members' salaries (10.5% in 2022/23). This rate is expected to increase in line with any increases in the SG contribution rate and was reviewed as part of the 30 June 2023 triennial valuation.

In addition, Council reimburses the Fund to cover the excess of the benefits paid as a consequence of retrenchment above the funded resignation or retirement benefit.

(b) Funding calls

If the Defined Benefit category is in an unsatisfactory financial position at an actuarial investigation or the Defined Benefit category's VBI is below its shortfall limit at any time other than the date of the actuarial investigation, the Defined Benefit category has a shortfall for the purposes of SPS 160 and the Fund is required to put a plan in place so that the shortfall is fully funded within three years of the shortfall occurring. The Fund monitors its VBI on a quarterly basis and the Fund has set its shortfall limit at 98% from 26 July 2024 (previously 97%).

In the event that the Fund Actuary determines that there is a shortfall based on the above requirement, the Fund's participating employers (including Council) are required to make an employer contribution to cover the shortfall.

Using the agreed methodology, the shortfall amount is apportioned between the participating employers based on the pre-1 July 1993 and post-30 June 1993 service liabilities of the Fund's Defined Benefit category, together with the employer's payroll at 30 June 1993 and at the date the shortfall has been calculated.

Due to the nature of the contractual obligations between the participating employers and the Fund, and that the Fund includes lifetime pensioners and their reversionary beneficiaries, it is unlikely that the Fund will be wound up.

If there is a surplus in the Fund, the surplus cannot be returned to the participating employers.

In the event that a participating employer is wound-up, the defined benefit obligations of that employer will be transferred to that employer's successor.

Campaspe Shire Council

2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 9. Other matters

The 2023 interim actuarial investigation surplus amounts

An actuarial investigation is conducted annually for the Defined Benefit category of which Council is a contributing employer. Generally, a full actuarial investigation is conducted every three years and interim actuarial investigations are conducted for each intervening year. A full investigation was conducted as at 30 June 2023.

The Fund's actuarial investigations identified the following for the Defined Benefit category of which Council is a contributing employer:

| | 2023 | 2022 |
|---|-----------|-----------|
| | (Interim) | (Interim) |
| | \$m | \$m |
| - A VBI Surplus | 84.7 | 44.6 |
| - A total service liability surplus | 123.6 | 105.8 |
| - A discounted accrued benefits surplus | 141.9 | 111.9 |

The VBI surplus means that the market value of the fund's assets supporting the defined benefit obligations exceed the vested benefits that the defined benefit members would have been entitled to if they had all exited on 30 June 2023.

The total service liability surplus means that the current value of the assets in the Fund's Defined Benefit category plus expected future contributions exceeds the value of expected future benefits and expenses as at 30 June 2023.

The discounted accrued benefits surplus means that the current value of the assets in the Fund's Defined Benefit category exceeds the value of benefits payable in the future but accrued in respect of service to 30 June 2023.

The 2024 interim actuarial investigation

An interim actuarial investigation is being conducted for the Fund's position as at 30 June 2024 as the Fund provides lifetime pensions in the Defined Benefit category. It is anticipated that this actuarial investigation will be completed by October 2024.

The VBI of the Defined Benefit category was 105.4% as at 30 June 2024. The financial assumptions used to calculate the 30 June 2024 VBI were:

Net investment returns 5.6% pa Salary information 3.5% pa Price inflation (CPI) 2.7% pa

Council was notified of the 30 June 2024 VBI during August 2024.

Because the VBI was above 100%, the Defined Benefit category was in a satisfactory financial position at 30 June 2024 and it is expected that the actuarial investigation will recommend that no change will be necessary to the Defined Benefit category's funding arrangements from prior years.

The 2020 triennial investigation

The last triennial actuarial investigation conducted prior to 30 June 2023 was at 30 June 2020. This actuarial investigation was completed by 31 December 2020. The financial assumptions for the purposes of that investigation was:

| | 2020 | 2023 |
|-----------------------|-----------------|-------------|
| | Triennial | Triennial |
| | investigationin | vestigation |
| | \$m | \$m |
| Net investment return | 5.6% pa | 5.7% pa |
| | 2.5% pa for two | |
| Salary inflation | years and | 3.50% pa |
| Salary Innation | 2.75% pa | 5.50 % pa |
| | thereafter | |
| Price inflation | 2.0% pa | 2.8% pa |

Campaspe Shire Council

2023/2024 Financial Report

Notes to the Financial Statements for the year ended 30 June 2024

Note 9. Other matters

Superannuation contributions

Contributions by Council (excluding any unfunded liability payments) to the above superannuation plans for the financial year ended 30 June 2024 are detailed below:

| | Type of | | 2024 | 2023 |
|--------------|--------------|--------------|---------|---------|
| Scheme | scheme | Rate | \$ '000 | \$ '000 |
| | Defined | 11.0% | | |
| Vision Super | Benefits | (2023:10.5%) | 138 | 150 |
| | | 11.0% | | |
| Vision Super | Accumulation | (2023:10.5%) | 1,712 | 1,677 |
| | | 11.0% | | |
| Other funds | Accumulation | (2023:10.5%) | 1,341 | 985 |

In addition to the above contributions, Council has paid unfunded liability payments to Vision Super totalling \$NIL for 2023/24 year (2022/23 \$NIL).

There were no contributions outstanding and no loans issued from or to the above schemes as at 30 June 2024.

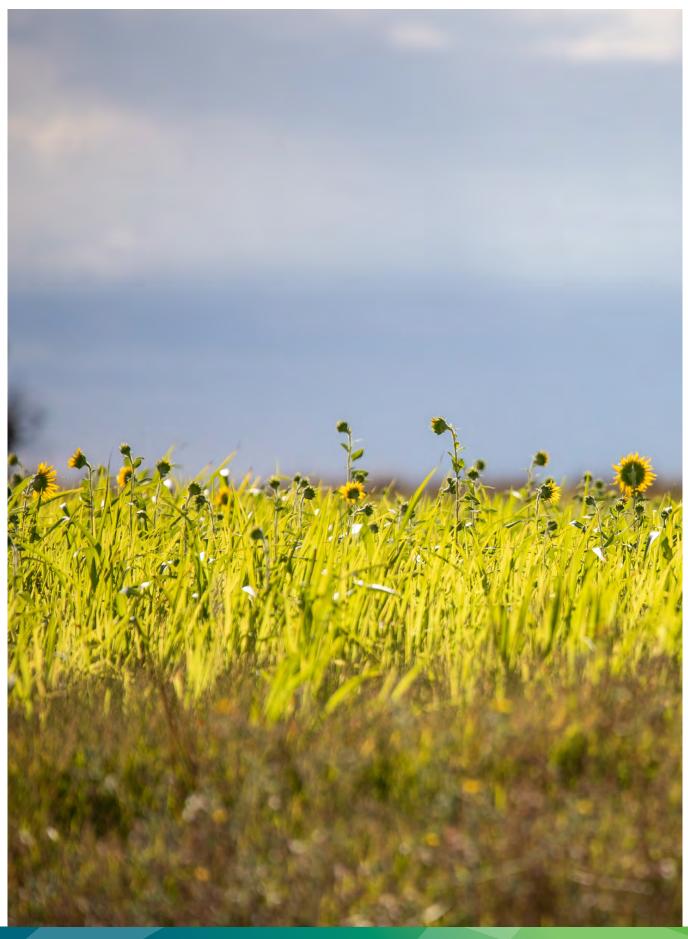
The expected contributions to be paid to the Defined Benefit category of Vision Super for the year ending 30 June 2025 is \$142,000.

Note 10. Changes in accounting policies

There have been no changes to accounting policies in the 2023-24 year.

Performance Statement

Annual Report 2023-24 | Campaspe Shire Council



Annual Report 2023-24 | Campaspe Shire Council

Performance Statement

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Certification of the performance statement

In my opinion, the accompanying performance statement has been prepared in accordance with the *Local Government Act 2020* and the *Local Government (Planning and Reporting) Regulations 2020.*

Kristopher Kershaw Principal Accounting Officer Dated: 16 September 2024

In our opinion, the accompanying performance statement of the *Campaspe Shire Council* for the year ended 30 June 2024 presents fairly the results of Council's performance in accordance with the *Local Government Act 2020* and the *Local Government (Planning and Reporting) Regulations 2020.*

The performance statement contains the relevant performance indicators, measures and results in relation to service performance, financial performance and sustainable capacity.

At the date of signing, we are not aware of any circumstances that would render any particulars in the performance statement to be misleading or inaccurate.

We have been authorised by the council and by the *Local Government (Planning and Reporting) Regulations 2020* to certify this performance statement in its final form.

Cr Rob Amos Councillor Dated: 16 September 2024

Cr Councillor Dated: 16 September 2024

Annual Report 2023-24 | Campaspe Shire Council

Performance Statement

Victorian Auditor - General's Office Audit report

To be inserted for published report once received from VAGO

Annual Report 2023-24 | Campaspe Shire Council

Performance Statement

Victorian Auditor - General's Office Audit report

To be inserted for published report once received from VAGO

Annual Report 2023-24 | Campaspe Shire Council

Section 1: Description of Municipality

The Shire of Campaspe is located in north central Victoria, approximately 180 kilometres north of Melbourne. It includes the communities of Echuca, Kyabram, Rochester, Lockington, Gunbower, Rushworth, Stanhope and Tongala as well as many smaller areas outside of these main townships. The shire is located in the heart of one of the richest and most diverse agriculture and food processing areas in Victoria. Its climate, history, cultural heritage, natural assets and location in relation to major urban centres provide the shire with extensive opportunities. The shire encompasses a total land area of over 4,500 square kilometres.

The Shire of Campaspe scores 965 on the SEIFA (Socio-Economic Indexes for Areas) index, indicating that it is more disadvantaged than the Victorian average of 1010 and the national average of 1001.9. The level of disadvantage varies across the Shire of Campaspe from well below the national average to above the Victorian average.

Annual Report 2023-24 | Campaspe Shire Council

Section 2. Service performance indicators

For the year ended 30 June 2024.

| Service / indicator / measure | Results 2021 | Results 2022 | Results 2023 | Target as per budget | Results 2024 | Material variations and comments |
|---|-----------------|-----------------|-----------------|----------------------------|-----------------|--|
| Aquatic Facilities Utilisation * Utilisation of aquatic facilities [Number of visits to aquatic facilities / Municipal population] | 1.87 | 3.31 | 3.85 | N/A | 3.71 | The closure of the indoor facility for six weeks to carry out maintenance works contributed to the reduction in attendance numbers. While outdoor pool fees were waived for this period, there was a change to capturing data that required all users to seek a free membership for improved understanding of who is using the facility. This requirement may also have contributed to the decrease in usage. |
| Animal Management | | | | | | 0 |
| Health and safety Animal management prosecutions [Number of successful animal management prosecutions/Total number of animal management prosecutions]x100 | 0.00 | 0.00 | 0.00 | N/A | 0.00 | No animal prosecutions were issued in 2023-24 |
| Food Safety | | | | | | |
| Health and safety Critical and major non- compliance outcome notifications [Number of critical non- compliance outcome notifications and major non- compliance notifications about a food premises followed up / Number of critical non-compliance outcome notifications and major non-compliance notifications about a food premises] x100 | 100.00% | 85.00% | 100.00% | N/A | 90.91% | One premises' non-compliance was not followed up in 2023. A range of issues impacted the team in 2023 including ongoing work following the October 2022 floods and staff shortages. |

| Service / indicator / measure Governance | Results 2021 | Results 2022 | Results 2023 | Target as per budget | Results 2024 | Material variations and comments |
|--|-----------------|-----------------|-----------------|----------------------------|-----------------|---|
| Consultation and engagement Satisfaction with community consultation and engagement [Community satisfaction rating out of 100 with how council has performed on community consultation and engagement] | 51.00 | 42.00 | 49.00 | 50.00 | 56.00 | Council's consultation and engagement rating through its 2024 Community Satisfaction Survey showed a significant increase in satisfaction and achieved the highest level of satisfaction for Council since 2015. Consultation and engagement has been undertaken across many council service areas and includes major engagement around flood recovery, key infrastructure projects, Place Based Plans and the preparation of Council's 2024-25 Annual Budget. Community engagement remains an area of focus for Council. Campaspe Shire Council's score exceeds the average overall satisfaction level across Victoria (51) and that of Large Rural Councils (48) as per Local Government Victoria's Statewide report for 2024. |
| Libraries | | | | | | |
| Participation * | 35.83% | 32.62% | 27.66% | N/A | 24.79% | |
| Library membership [Number of registered library members / Population] x100 | | | | | | |
| Maternal and Child Health (M | исн) | | | | | |
| Participation | 72.20% | 69.11% | 69.36% | N/A | 70.08% | This result is slightly higher than |
| Participation in the MCH service [Number of children who attend the MCH service at least once (in the year) / Number of children enrolled in the MCH service] x100 | | | | | | the previous two reporting periods and just within the expected range. Council will continue to review engagement practices with the MCH service to increase participation rates, particularly from 8 months - 3.5 years. |
| Participation Participation in the MCH service by Aboriginal children [Number of Aboriginal children who attend the MCH service at least once (in the year) / Number of Aboriginal children enrolled in the MCH service] x100 | 82.74% | 78.23% | 80.90% | N/A | 81.12% | Consistent high-level participation in the MCH service by Aboriginal children has resulted from embedding practice change with service coordination and documentation processes. |

| Service / indicator / measure Roads | Results 2021 | Results 2022 | Results 2023 | Target as per budget | Results 2024 | Material variations and comments |
|--|-----------------|-----------------|-----------------|----------------------------|-----------------|---|
| Condition Sealed local roads maintained to condition standards [Number of kilometres of sealed roads below the renewal intervention level set by Council / Kilometres of sealed local roads] x 100 | 98.96% | 98.96% | 97.07% | 98.00% | 92.59% | A new condition assessment of the sealed road network was carried out to update the data that informs this indicator. The new data is showing that a greater number of roads have reached intervention levels than the previous data set was indicating. The roads that have reached intervention level have been included in the 2024-25 capital works renewal program. The increase in the number of roads that have reached intervention may be the result of the extremely wet weather that has been experienced over the last few years. |
| Statutory Planning | | | | | | |
| Service standard Planning applications decided within required time frames [Number of regular planning application decisions made within 60 days) + (Number of VicSmart planning application decisions made within 10 days) / Number of planning application decisions made] x100 | 97.23% | 97.96% | 100.00% | 90.00% | 82.91% | Planning applications have continued to be made within appropriate time frames. Applications decided in timeframes has seen a change due to the assessment of a number of larger applications which have required additional stakeholder engagement to achieve good planning outcomes. |
| Waste Collection | | | | | | |
| Waste diversion Kerbside collection waste diverted from landfill [Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins] x100 | 48.46% | 48.76% | 49.85% | 50.00% | 48.44% | |

* Population estimates and components by LGA, 2022 to 2023. Released by ABS 26 March 2024.

Section 3. Financial Performance Indicators

For the year ended 30 June 2024.

| Dimension / Indicator / Measure | 2021 Actual | 2022 Actual | 2023 Actual | 2024 Target as per budget | 2024 Actual |
|--|----------------|----------------|----------------|---------------------------------|----------------|
| Efficiency | | | | | |
| Expenditure level | \$ 4,202.70 | \$ 4,034.29 | \$ 4,916.02 | \$ 4,320.00 | \$ 4,918.05 |
| Expenses per property assessment | | | | | |
| [Total expenses / Number of property assessments] | | | | | |
| Revenue level | \$ 1,830.88 | \$ 1,865.47 | \$ 1,860.38 | \$ 2,002.00 | \$ 1,983.35 |
| Average rate per property assessment [Total rate revenue / Number of property assessments] | | | | | |
| Liquidity | | | | | |
| Working capital | 383.24% | 319.42% | 454.75% | 324.68% | 389.88% |
| Current assets compared to current liabilities | | | | | |
| [Current assets / Current liabilities] x100 | | | < | | |
| Unrestricted cash | 232.48% | 213.31% | 314.48% | 213.81% | 262.36% |
| Unrestricted cash compared to current liabilities [Unrestricted cash / Current liabilities] x100 | | | | | |
| Obligations | | | | | |
| Loans and borrowings Loans and borrowings compared to rates [Interest bearing loans and borrowings / Rate revenue] x100 | 7.45% | 14.24% | 12.08% | 8.12% | 8.09% |
| Loans and borrowings repayments compared to rates. [Interest and principal repayments on interest bearing loans and borrowings / Rate revenue] x100 | 2.63% | 2.54% | 3.66% | 3.53% | 3.52% |
| Indebtedness Non-current liabilities compared to own source revenue [Non-current liabilities / Own source revenue] x100 | 7.03% | 11.12% | 7.72% | 6.78% | 5.21% |

| Forecast 2025 | Forecast 2026 | Forecast 2027 | Forecast 2028 | Material variations and comments |
|------------------|------------------|------------------|------------------|--|
| \$ 4,611.00 | \$ 4,585.00 | \$ 4,664.00 | \$ 4,761.00 | |
| \$ 2,038.00 | \$ 2,089.00 | \$ 2,141.00 | \$ 2,195.00 | |
| 326.94% | 315.22% | 374.72% | 374.56% | The result of Council not receiving the 2024-25 financial assistance grant funding of \$13.46 million in advance before 30 June 2024 (as had been the practice in previous financial years). Had Council received the funding in advance, the percentage would have been 404.60%. This is still below the 454.75% for 2022-23 actual, however, Council did receive grant funding for the October 2022 flood as well as not expend the planned capital works program (due to the flood), which contributed to the 454.75% for the 2022-23 financial year. |
| 313.79% | 294.61% | 303.40% | 289.25% | When compared to the previous years, overall reduction in cash held by Council due to expending 2022-23 capital works carryover of over \$12 million, as well as Council not receiving the 2024-25 financial assistance grant funding of \$13.46 million in advance before 30 June 2024 (as had been the practice in previous financial years). |
| | | | | |
| 4.56% | 2.13% | 0.00% | 0.00% | Council continues to pay down loans each financial year, resulting in this percentage decreasing towards 0% (forecast to occur in the 2026-27 financial year). |
| 3.48% | 2.41% | 2.06% | 0.00% | |
| 5.73% | 3.89% | 3.64% | 3.52% | Reduction is the result of Council paying down loans by \$2.66 million for the 2023-24 financial year, when compared to the 2022-23 financial year. |

Performance Statement

| 2021 Actual | 2022 Actual | 2023 Actual | 2024 Target as per budget | 2024 Actual |
|----------------|--|---|--|---|
| | | | | |
| 95.37% | 116.15% | 71.76% | 109.24% | 141.40% |
| | | | | |
| | | | | |
| (11.38%) | (0.75%) | (3.27%) | (8.93%) | (26.51%) |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| 56.17% | 53.54% | 45.33% | 58.11% | 59.01% |
| | | | | |
| ß | | | | |
| 0.54% | 0.50% | 0.42% | 0.44% | 0.37% |
| | | | | |
| | | | | |
| | Actual 95.37% (11.38%) 56.17% | Actual Actual 95.37% 116.15% (11.38%) (0.75%) 56.17% 53.54% | Actual Actual Actual 95.37% 116.15% 71.76% (11.38%) (0.75%) (3.27%) 56.17% 53.54% 45.33% | 2021 Actual 2022 Actual 2023 Actual Target as per budget 95.37% 116.15% 71.76% 109.24% (11.38%) (0.75%) (3.27%) (8.93%) 56.17% 53.54% 45.33% 58.11% |

| Forecast 2025 | Forecast 2026 | Forecast 2027 | Forecast 2028 | Material variations and comments |
|------------------|------------------|------------------|------------------|---|
| | | | | |
| 107.04% | 105.87% | 88.97% | 96.94% | Council's 2022-23 percentage was impacted by the October 2022 flood, which resulted in planned renewal and upgrade capital works not being started or started late (and not completed) in the 2022-23 financial year. These projects, for a total over \$12 million, were rolled into 2023-24 financial year and completed. Essentially a timing variance. |
| | | | | |
| (9.44%) | (6.43%) | (5.49%) | (5.65%) | The result of Council not receiving the 2024-25 financial assistance grant funding of \$13.46 million in advance before 30 June 2024 (as had been the practice in previous financial years), as well as not budgeting for the net loss of disposal of property, infrastructure, plant and equipment of \$7.35 million. Adjusting for these two variances, the adjusted underlying deficit would have been a surplus of 1.08%. |
| | | | | |
| 56.07% | 56.43% | 57.28% | 58.04% | Percentage ratio is higher than expected as a result of Council not receiving the 2024-25 financial assistance grant funding of \$13.46 million in advance before 30 June 2024 (as had been the practice in previous financial years). This means, as a percentage rates revenue makes up a larger proportion of the overall revenu total as operating grants is lower than originally budgeted for as result of not receiving the financial assistance grant in advance. |
| 0.32% | 0.32% | 0.32% | 0.32% | A calculation error resulted in Council's reported budgeted percentage to be 0.44%, when on review it should have been 0.37% (\$48,969 million rates revenue divided by \$13,237,099 million land valuation). |
| | | | | |

Section 4. Sustainable Capacity Indicators

For the year ended 30 June 2024.

| | Results | Results | Results | Results | Material variations |
|--|-------------|-------------|-------------|-------------|---|
| Indicator / Measure | 2021 | 2022 | 2023 | 2024 | and comments |
| Population | \$2,361.99 | \$2,280.81 | \$2,736.75 | \$2,760.86 | |
| Expenses per head of municipal population * | | | | | |
| [Total expenses / Municipal population] | | | | | |
| Infrastructure per head of municipal population | \$15,806.42 | \$16,752.45 | \$16,655.70 | \$18,015.93 | |
| [Value of infrastructure / Municipal population] | | | | | |
| Population density per length of road | 9.40 | 9.42 | 9.61 | 9.54 | |
| [Municipal population / Kilometres of local roads] | | | | | |
| Own-source revenue | \$1,611.76 | \$1,677.69 | \$1,755.32 | \$1,944.72 | Higher when compared to |
| Own-source revenue per head of municipal population | | | | | previous year due to additional (actual greater than budget) |
| [Own-source revenue / Municipal population | | | | | interest on revenue of \$2.76 million and inclusion of Campaspe Port Enterprise revenue in Council's consolidated accounts of \$2.20 million. |
| Recurrent grants | \$442.07 | \$552.43 | \$579.40 | \$123.68 | Lower when compared to the |
| Recurrent grants per head of municipal population | | | | | prior years because of Council not receiving the 2024-25 financial |
| [Recurrent grants / Municipal population] | | | | | assistance grant funding of \$13.46 million in advance before 30 June 2024 (as had been the practice in previous financial years). |
| Disadvantage | 3.00 | 3.00 | 3.00 | 3.00 | |
| Relative Socio-Economic Disadvantage | | | | | |
| [Index of Relative Socio- Economic Disadvantage by decile] | | | | | |
| Workforce turnover | 15.2% | 17.3% | 13.6% | 14.9% | |
| Percentage of staff turnover | | | | | |
| [Number of permanent staff resignations and terminations / Average number of permanent staff for the financial year] x100 | | | | | |
| | | | | | |

* Population estimates and components by LGA, 2022 to 2023. Released by ABS 26 March 2024.

Annual Report 2023-24 | Campaspe Shire Council

Section 5. Notes to the accounts

For the year ended 30 June 2024.

5.1 Basis of preparation

Council is required to prepare and include a performance statement within its annual report. The performance statement includes the results of the prescribed sustainable capacity, service performance and financial performance indicators and measures together with a description of the municipal district and an explanation of material variations in the results. This statement has been prepared to meet the requirements of the *Local Government Act 2020* and *Local Government (Planning and Reporting) Regulations 2020.*

Where applicable, the results in the performance statement have been prepared on accounting bases consistent with those reported in the Financial Statements. The other results are based on information drawn from Council information systems or from third parties (e.g. Australian Bureau of Statistics or Council's Community Satisfaction Survey provider).

The performance statement presents the actual results for the current year and the previous three years, along with the current year's target, if mandated by the *Local Government (Planning and Reporting) Regulations 2020*. Additionally, for the prescribed financial performance indicators and measures, the performance statement includes the target budget for the current year and the results forecast for the period 2024-25 to 2027-28 by the council's financial plan.

The Local Government (Planning and Reporting) Regulations 2020 requires explanation of any material variations in the results contained in the performance statement. Council has adopted materiality thresholds relevant to each indicator and measure and explanations have not been provided for variations below the materiality thresholds unless the variance is considered to be material because of its nature.

The forecast figures included in the performance statement are those adopted by Council in its budget on 4 June 2024, which forms part of the Council Plan. The budget includes estimates based on key assumptions about the future that were relevant at the time of adoption and aimed at achieving sustainability over the long term. Detailed information on the actual financial results is contained in the General Purpose Financial Statements. The budget can be obtained from Council's website.

5.2 Definitions

| Key term | Definition | | |
|--|---|--|--|
| Aboriginal children | means a child who is an Aboriginal person | | |
| Aboriginal person | has the same meaning as in the Aboriginal Heritage Act 2006 | | |
| adjusted underlying revenue | means total income other than: | | |
| | non-recurrent grants used to fund capital expenditure; and | | |
| | non-monetary asset contributions; and | | |
| | contributions to fund capital expenditure from sources other than those referred to above | | |
| adjusted underlying surplus (or deficit) | means adjusted underlying revenue less total expenditure | | |
| annual report | means an annual report prepared by a council under section 98 of the Act | | |
| asset renewal expenditure | means expenditure on an existing asset or on replacing an existing asset that returns the service capability of the asset to its original capability | | |
| asset upgrade expenditure | means expenditure that— (a) enhances an existing asset to provide a higher level of service; or (b) extends the life of the asset beyond its original life | | |
| critical non-compliance outcome notification | means a notification received by council under section 19N(3) or (4) of the <i>Food Act 1984</i> , or advice given to council by an authorized officer under that Act, of a deficiency that poses an immediate serious threat to public health | | |
| current assets | t assets has the same meaning as in the Australian Accounting Standards | | |
| current liabilities | has the same meaning as in the Australian Accounting Standards | | |
| food premises | has the same meaning as in the Food Act 1984 | | |
| intervention level | means the level set for the condition of a road beyond which a council will not allow the road to deteriorate and will need to intervene | | |
| local road | means a sealed or unsealed road for which the council is the responsible road authority under the <i>Road Management Act 2004</i> | | |
| major non-compliance outcome notification | means a notification received by a council under section 19N(3) or (4) of the <i>Food Act 1984</i> , or advice given to council by an authorized officer under that Act, of a deficiency that does not pose an immediate serious threat to public health but may do so if no remedial action is taken | | |
| мсн | means the Maternal and Child Health Service provided by a council to support the health and development of children within the municipality from birth until school age | | |
| non-current liabilities | means all liabilities other than current liabilities | | |
| own-source revenue | means adjusted underlying revenue other than revenue that is not under the control of council (including government grants) | | |
| population | means the resident population estimated by council | | |
| rate revenue | means revenue from general rates, municipal charges, service rates and service charges | | |
| | | | |

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Performance Statement

| relative socio-economic disadvantage | in relation to a municipal district, means the relative socio-economic disadvantage, expressed as a decile for the relevant financial year, of the area in which the municipal district is located according to the Index of Relative Socio-Economic Disadvantage of SEIFA |
|---|---|
| restricted cash | means cash, cash equivalents and financial assets, within the meaning of the Australian Accounting Standards, not available for use other than for a purpose for which it is restricted, and includes cash to be used to fund capital works expenditure from the previous financial year |
| SEIFA | means the Socio-Economic Indexes for Areas published from time to time by the Australian Bureau of Statistics on its Internet site |
| unrestricted cash | means all cash and cash equivalents other than restricted cash |

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Glossary

| Act | means the Local Government Act 2020 |
|---|---|
| Annual report | means a report of the council's operations of the previous financial year and contains a report of operations, audited financial statements and an audited performance statement |
| Appropriateness | means indicators or measures that provide users with sufficient information to assess the extent to which an entity has achieved a pre-determined target, goal or outcome |
| Budget | means a plan setting out the services and initiatives to be funded for the financial year and how they will contribute to achieving the strategic objectives specified in the council plan |
| Council plan | means a plan setting out the medium-term strategic objectives, strategies, strategic indicators and resources reflecting vision and aspirations of the community for the next four years |
| Financial performance indicators | means a prescribed set of indicators and measures that assess the effectiveness of financial management in a council covering operating position, liquidity, obligations, stability and efficiency |
| Financial plan means a plan of the financial and non-financial resources for at least t ten years required to achieve the strategic objectives in the council pl also referred to as a long term financial plan | |
| Financial statements | means the financial statements and notes prepared in accordance with the Local Government Model Financial Report, Australian Accounting Standards and other applicable standards as they apply to the general purpose financial reports and a statement of capital works and included in the annual report |
| Financial year | means the period of 12 months ending on 30 June each year |
| Governance and management checklist | means a prescribed checklist of policies, plans and documents that councils must report the status of in the report of operations, covering engagement, planning, monitoring, reporting and decision making |
| Indicator | means what will be measured to assess performance |
| Initiatives | means actions that are one-off in nature and/or lead to improvements in service |
| Major initiative | means significant initiatives that will directly contribute to the achievement of the council plan during the current year and have a major focus in the budget |
| Measure | means how an indicator will be measured and takes the form of a computation, typically including a numerator and denominator |
| | |

Glossary

| means the Minister for Local Government |
|--|
| means a statement including the results of the prescribed service outcome indicators, financial performance indicators and sustainable capacity indicators for the financial year and included in the annual report |
| means the key statutory planning and reporting documents that are required to be prepared by councils to ensure accountability to local communities in the performance of functions and exercise of powers under the Act |
| means the Local Government (Planning and Reporting) Regulations 2020 |
| means indicators or measures that have a logical and consistent relationship to an entity's objectives and are linked to the outcomes to be achieved |
| means a report containing a description of the operations of the council during the financial year and included in the annual report |
| means assistance, support, advice and other actions undertaken by a council for the benefit of the local community |
| means the prescribed service performance indicators to be included in the performance statement which measure whether the stated service objective has been achieved |
| means a prescribed set of indicators measuring the effectiveness and efficiency of council services covering appropriateness, quality, cost and service outcomes |
| means the outcomes a council is seeking to achieve over the next four years and included in the council plan |
| means high level actions directed at achieving the strategic objectives in the council plan |
| means a prescribed set of indicators measuring whether councils have the capacity to meet the agreed service and infrastructure needs of the local community and absorb foreseeable changes and unexpected shocks into the future covering financial performance, capacity and governance and management |
| |



Where to get a copy

This report is available online on Council's website.Email:shire@campaspe.vic.gov.auWebsite:www.campaspe.vic.gov.auTelephone:03 5481 2200

Feedback

The content of this Annual Report is reviewed each year and is guided by best practice in reporting and local government requirements.

Your feedback is invited via email: shire@campaspe.vic.gov.au

Corner Hare and Heygarth Streets, Echuca

| lours: | 8.30am to 5.00pm |
|--------|------------------|
| | Monday to Friday |

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|------------|----------------------------|
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| Website: | www.campaspe.vic.gov.au |
| Social: | @CampaspeShireCouncil |
| | Ø #campaspeshire |
| | in campaspe-shire-council |



Customer Service Centres

Kyabram, 19 Lake Road Rochester, 43-45 Mackay Street Rushworth, 33 High Street Tongala, 37 Mangan Street

8.5 Communities

8.5.1 Art Collection Management Policy Review

| Directorate: | Communities | | |
|---|---|--|--|
| Responsible Officer: | Arts and Cultural Coordinator | | |
| Manager: | Director Communities | | |
| Attachments: | Nil | | |
| Conflict of Interest: In accordance with section 130 of the Local Government A 2020, the officer preparing this report declares no conflict or interest regarding this matter. | | | |
| Council Plan Reference: | Enablers Not applicable | | |
| Other Strategic Context: | Arts and Culture Strategy - Creative Campaspe. Asset Management Plans. | | |

1. PURPOSE

The purpose of this report is to:

- 1. To approve the development of a strategy that actively manages the Campaspe Shire Art Collection.
- 2. To revoke the current Art Collection Management Policy.

2. **RECOMMENDATION**

That Council:

- 1. Revoke Art Collection Management Policy (127).
- 2. Approve the development of a strategy that actively manages the Campaspe Shire Art Collection.

3. BACKGROUND

Campaspe Shire Council have collected over 300 pieces of artwork over many years through gifts and donations as well as works purchased under the previous Arts Acquisition policy. The Campaspe Shire Council Art Collection Management Policy (127) was developed and adopted as a Council Policy in 2010. The policy became due for review in November 2023.

Previous Council Discussion

Not applicable

4. **DISCUSSION**

The policy review revealed a number of issues:

- 1. The Art Collection has not been actively managed. Whilst artworks are listed within a digital database (Ehive) Campaspe's Art Collection is currently dispersed across a number of locations and closer monitoring of this would be best practice.
- 2. Some of the collection is not being stored in line with best practice Art Collection Management principles.
- 3. It appears the digital collection does not accurately match the physical collection and needs refining.
- 4. The collection includes a range of styles, formats and genres, and there are works within the collection (for example the Rathbone Collection) that are of interest. However, the collection appears to not have been managed with curatorial consideration previously and many of the works are not in good condition. As such, a lot of the works within the collection will need to go through the deaccession process as they are not suitable to remain as part of Campaspe's Art Collection.
- 5. The collection provides an opportunity for activating spaces within the Campaspe community from an arts and culture perspective, however this is not possible without a strategy for the curation and distribution of pieces.

5. STAKEHOLDER ENGAGEMENT

Internal consultation:

• 14 August 2024 - ELT Briefing

Councillors:

• 3 September 2024 – Councillor Briefing

External consultation:

- July 2024 Kyabram Town Hall Gallery
- Further consultation with external parties will be conducted during the development stage of the Art Collection Strategy.

Community Engagement

Consultation with community will be conducted as part of the Art Management Strategy.

Public Transparency Policy

Not applicable

6. LEGISLATIVE CONTEXT

Not applicable

7. FINANCIAL AND OTHER RESOURCE IMPLICATIONS

The development and execution of the strategy will utilise existing resources. Initial research has occurred to explore suitable storage options, with budget from the 24/25FY Arts & Culture Budget allocated to this.

8. ENVIRONMENTAL IMPLICATIONS

Not applicable

9. OPPORTUNITIES AND RISK

Opportunities:

An opportunity exists to build on Campaspe's reputation for arts & culture through the active management of Campaspe's art collection, while activating spaces across the municipality.

Risk:

Without a strategy to actively manage Campaspe's Art Collection, time, space and resources are required to store the collection, for no benefit.

8.5.2 Aquatic Reserve and Murray River Levee Path

| Directorate: | Communities | | |
|--------------------------|--|--|--|
| Responsible Officer: | Manager Active Communities | | |
| Manager: | Director Communities | | |
| 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 Improved walkability and cyclability within townships | | |
| Other Strategic Context: | Open Space Strategy | | |

1. PURPOSE

The purpose of this report is for Council to note the recommendation that balustrade for both Aquatic Reserve Levee Walk and the Murray River (Riverboat Dock to Victoria Park boat ramp) Levee Walk are not required.

2. **RECOMMENDATION**

That Council note that balustrade for both Aquatic Reserve Levee Walk and the Murray River (Riverboat Dock to Victoria Park boat ramp) Levee Walk are not required.

3. BACKGROUND

Both Aquatic Reserve levee walk and Murray River (Riverboat Dock to Victoria Park boat ramp) levee walk design projects are in the final stages of the detailed design, however the balustrade proposed has caused some discussion requiring further guidance from Council.

Through the development of these designs, Council has indicated commitment to formalising the connectivity and accessibility of the Aquatic reserve and the Murray River levee walk. Both of these levee walks are existing and have been in use for over a decade in their current format.

Aquatic Reserve levee walk and Murray River levee walk design projects are both in the final stages of the detailed design, however the balustrade proposed for the Aquatic Reserve project to alleviate the risk of falling has caused some discussion and concern when the design was last presented to Council.

The proposed balustrade along the Murray River walk has also raised some concern that it will impact the amenity of the Watson Street area and residents.

Officers were requested to seek alternative, artistic designs, with a view to undertake targeted community engagement with the Watson Street residents on these new designs.

Officers contacted seven landscape architects, designers and fencing companies with no response from five, one declining the project, and one providing brochures of ready-made fence panels.

Previous Council Discussion

Councillors were updated regarding the progress of the projects and opportunities at the following briefing sessions:

- 13 July 2022 Aquatic Reserve Briefing Session
- 4 Apri 2023 Aquatic Reserve Briefing Session

The proposal of balustrade for both projects required additional investigation and proposed solutions presented at:

• 28 May 2024 – Aquatic Reserve and Murray River Levee Path Briefing session

4. DISCUSSION

Both Aquatic Reserve levee walk and Murray River (Riverboat Dock to Victoria Park boat ramp) levee walk detailed design projects were in the final stages of the detailed design. However, upon presentation to Council, at a briefing session held, the balustrades proposed caused some concern due to the extent proposed, requiring further investigation by officers.

Through the development of the designs, Council has indicated commitment to formalising the connectivity and accessibility of the Aquatic Reserve and the Murray River levee walk. Both levee walks are existing and have been in use for over a decade in their current format.

The proposed balustrade along the Murray River Walk raised some concern that it will impact the amenity of the Watson Street area and residents. Officers were requested to seek alternative, artistic designs, with a view to undertake targeted community engagement with the Watson Street residents on these new designs.

Officers contacted several landscape architects, designers and fencing companies with no response from five, one declining the project, and one providing brochures of ready-made fence panels for consideration.

Officers have taken Council feedback for both projects to find a solution that meets everyone's requirements, with the result following a risk assessment being to have no balustrade installed or limited in the case of Aquatic reserve due to elevated decking.

With regard to the Aquatic Reserve, officers also considered earthen batters to reduce the fall zones. Guidance from the landscape architect as follows:

- Any filling (to reduce the gradient of the batter and avoid the need for balustrading) within the root zone of existing trees can impact upon their health, and the deeper the fill the greater the potential impacts (due to surface roots suddenly being deeper underground where moisture levels and soil aeration will be very different from what they're used to).
- Surface roots are also likely to be negatively impacted by soil compaction caused by the heavy machinery used to undertake the fill earthworks.
- Ideally any localised grading or retaining works to protect trees from the impacts of filling would be at the edge of the canopy of the tree (which roughly aligns with the extent of surface roots). For larger trees and/or groups of trees with overlapping canopies this will be very difficult to achieve.
- Considering tree health is particularly important in public spaces such as this, poor tree health can result in structural failure.

Officers have also sought advice in relation to the levees from Council's Arboriculture Officer:

- Extending the levee's sides to reduce the gradient would impact the tree trunks and reduce the flat open space created.
- Mounding dirt against the trunk will create an environment where the bark will start to rot, making entry points for pest and disease.
- Burying the roots deeper can suffocate them and take away the availability of water and nutrients.

Further, extending the width of the levee between Riverboat Dock and the existing shared-user path connecting to Victoria Park is not a viable option due to roadside and vegetation.

Both the levee pathways are of a minimum 1500mm wide, allowing a wheelchair and a pram to pass. Consideration has been given to the width of the paths and the limitations of them due to the primary purpose being a levee and the secondary purpose being a path. This has resulted in both paths being identified as a path and not a shared user path

Based on the risk assessment, it is recommended that no, or very limited balustrade (elevated decking) be installed at either project.

5. STAKEHOLDER ENGAGEMENT

Internal consultation:

• 13 March 2023 Executive Leadership Team

Councillors:

- 13 July 2022 Aquatic Reserve Briefing Session
- 4 April 2023 Aquatic Reserve Briefing Session
- 28 May 2024 Aquatic Reserve and Murray River Levee Path Briefing session

External consultation:

No additional external engagement has taken place in the preparation of this report.

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).

Significant community and key stakeholder engagement was undertaken for the Aquatic Reserve project during the original inception of the design and in finalising the preliminary design.

No community engagement has been undertaken for the Murray River levee walk as it is simply formalising the existing walk.

Public Transparency Policy

Not applicable

6. LEGISLATIVE CONTEXT

Local Government Act 2020 (Vic).

7. FINANCIAL AND OTHER RESOURCE IMPLICATIONS

There will be no additional costs until such time the projects are funded for construction.

Council has already committed \$1.5M contribution towards grant application and the construction of the Aquatic Reserve project.

It is anticipated the Murray River levee walk project will be incorporated into a future capital works program.

8. ENVIRONMENTAL IMPLICATIONS

Earthen batters were considered to reduce the gradient of the fall, however subject matter expert advice has recommended not to implement this action due to negative impact on the tree sustainability. This has been detailed in point **4. Discussion.**

9. OPPORTUNITIES AND RISK

Opportunities:

The designs have followed Austroads – Guide to Road Design Part 6A – Paths for Walking and Cycling. While this is only a guide, it is 'best practice' to implement the standards as per the Guide to mitigate risk of falling from the paths.

Officers have identified four options, and each is subject to Council's risk appetite. These are as follows:

1. Leave the levees as they currently are. Both levees have been used as formal and informal paths for several years. Officers have located one incident report from 2013 where someone fell from the levee along Watson Street.

Recommended based on the current status and risk assessment.

2. Implement balustrade along the levees with full and partial balustrade in the high-risk areas.

Where a fence is recommended, a partial fence can be utlised when the batter is between 1:3 and 1:4 but would require a full barrier fence when the batter is steeper than 1:3.

Not recommended

Murray River Walk

3. Implement balustrade that is horizontal rather than vertical. An example of this is in use at the fishing platform in Gunbower. This option will provide a degree of fall protection but it is potentially scalable and wouldn't comply with the guidelines; however it is less intrusive than vertical panels.

Not recommended.

4. Partial fencing in high-risk areas. This would reduce the scale of balustrade currently proposed for both projects, but still provide a barrier to mitigate the risk of falling. This option would have a significant aesthetic impact on Watson Street residents.

Not recommended.

Risk:

Safety Risk

A risk assessment has been carried out for both projects and are rated as unlikely and moderate.

Both levees have been utilised as a formal path (Aquatic Reserve) and informal (Murray River walk) for over a decade with one reported incident during this time.

8.5.3 Victoria Park multipurpose building and changerooms - architectural design and consultancy

| Directorate: | Communities | | |
|-------------------------|--|--|--|
| Responsible Officer: | Manager Active Communities | | |
| Manager: | Manager Active Communities | | |
| 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 Land and underlying infrastructure suitable for growing populations. Quality, attractive recreational spaces. | | |
| Council Plan Reference: | Land and underlying infrastructure suitable for growing populations. | | |

1. PURPOSE

The purpose of this report is to request that Council allocate \$400,000 from the Strategic Asset Development Reserve for the completion of detail design and tender documentation package for the Victoria Park Multi-purpose Facility in preparation for construction once the Federal Government Funding Agreement is finalised.

2. RECOMMENDATION

That Council allocates \$400,000 from the Strategic Asset Development Reserve towards the finalisation of the design and tender document package for the Victoria Park Multipurpose Facility.

3. BACKGROUND

The Growing Regions Program provides funding of between \$500,000 and \$15 million to local government entities and incorporated not-for-profit organisations, for capital works projects that deliver community and economic infrastructure projects across regional and rural Australia.

Council was successful for funding application under the Australian Government's Growing Regions Program. Council will receive \$11.3 million in funding and Council has committed a further \$2M to redevelop the Victoria Park complex into a new multipurpose community and emergency relief centre.

Conditions of the grant required Council to complete the detailed design for the project to enable the development to proceed to tender and then construction.

The project to redevelop the Victoria Park Echuca precinct was originally commenced as a Masterplan design project in 2021-22. At the time a budget of \$300K was allocated that reflected an estimated project construction cost of approximately \$6 million.

An architectural firm was engaged through standard procurement processes to complete a masterplan process and progress to detailed design.

Through further discussions with Council, it was later decided to demolish the grandstand / changerooms and incorporate this into the new facility. Following the October 2022 flood event a further decision was made to incorporate emergency relief centre components into the project including additional amenities, storage etc.

These changes, along with the changes to the grandstand, changerooms and spectator areas have seen the project construction cost estimate increase to approximately \$13M as per the appointed quantity surveyor cost plan.

These changes were incorporated into designs for a multi-purpose facility that formed the basis of the successful Growing Regions grant application.

Previous Council Discussion

The Victoria Park Masterplan and design project has been discussed at the following Council Briefing sessions:

- 5 March 2019 Masterplan adopted.
- 1 June 2022 Proposed Location of the multi purpose facility
- 6 July 2022 Location options and support for demolition of all existing buildings including the grandstand and changerooms
- 14 September 2022 review of concept design
- 7 March 2023 revised Masterplan adopted
- 4 April 2023 update of the Victoria Park Multi-purpose design project
- 4 July 2023 Major Project update
- 18 July 2023 Growing Regions Fund application
- 29 August 2023 Major Projects update
- 14 November 2023 Major Projects update
- 6 February 2024 Major Projects update.

4. DISCUSSION

Incorporating elements into the design to accommodate the additional purpose of an emergency relief centre and the demolition of the grandstand and changerooms have necessitated changes to the design.

With the grant now being confirmed (subject to grant execution), to complete the design package to the level required to go to tender to deliver the project in line with the grant, an additional \$400,000 is required.

Quotations have been sought and received for the design consultancy to review the existing designs, make complete the document package for Victoria Park Multi-Purpose Facility project. The timely engagement of these specialists is required to enable the completion of the design and tender package in preparation to proceed to tender for construction upon execution of the funding agreement.

5. STAKEHOLDER ENGAGEMENT

Internal consultation:

• 4 September 2024 – Executive Leadership Team

Councillors:

• 9 September 2024 – Council Briefing

External consultation:

• Nil this report.

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:

Undertaken previously. Nil as related to this report.

Public Transparency Policy

Not Applicable

6. LEGISLATIVE CONTEXT

Local Government Act 2020 (Vic).

Part 3 – Council decision making

7. FINANCIAL AND OTHER RESOURCE IMPLICATIONS

This recommendation, if adopted, will result in the transfer of \$400,000 from the Strategic Asset Development Reserve to Project PR100-360.

8. ENVIRONMENTAL IMPLICATIONS

Nil this report.

9. OPPORTUNITIES AND RISK

Opportunities:

The commitment of budget to review and finalise the design and tender documentation package will ensure council can go to the market in the best possible position.

Risk:

Infrastructure Program Delivery Risk.

Should additional funds not be allocated to resolve detail design prior to tender, there is a high likelihood of Council being exposed to costly variations during the construction phase of the project. Program delays may also be experienced.

Financial Risk.

There are sufficient funds in the Strategic Asset Development Reserve to progress the officer recommendation.

Reputation Risk.

Should Council choose not to allocate funds to this project, there is a risk that the project will not meet the indicative grant timelines. This would also impact the current and future users of Victoria Park.

8.6 Infrastructure

8.6.1 Policy Review - Asset Policies

| Directorate: | Infrastructure | | |
|--------------------------|--|--|--|
| Responsible Officer: | Manager Strategic Assets | | |
| Manager: | Director Infrastructure | | |
| Attachments: | Asset Accounting Policy 2024 Draft [8.6.1.1 - 8 pages] 136- Asset- Valuation [8.6.1.2 - 16 pages] 144- Asset- Capitalisation [8.6.1.3 - 15 pages] Asset Management Policy 2024 Draft [8.6.1.4 - 7 pages] 091- Sustainable- Asset- Management [8.6.1.5 - 6 pages] 118- Asset-rationalisation [8.6.1.6 - 3 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: | Other, please specify Asset Plan | | |

1. PURPOSE

The purpose of this report is to seek:

- 1. Council adoption of the Asset Accounting Policy and Asset Management Policy.
- 2. Council to rescind the Asset Valuation Policy, Asset Capitalisation Policy, Sustainable Asset Management Policy and the Asset Rationalisation Policy.

2. **RECOMMENDATION**

That Council

- 1. Adopt the Asset Accounting Policy.
- 2. Adopt the Asset Management Policy.
- 3. Endorse the rescission of the Asset Valuation, Asset Capitalisation, Sustainable Asset Management and Asset Rationalisation Policies.

3. BACKGROUND

The current Asset Rationalisation Policy was due for review in July 2023, the review was delayed due to staff resourcing in the Strategic Asset Management team. As part of the review the opportunity was taken to review all existing policies that are the responsibility of the Strategic Asset Management team.

Previous Council Discussion

The proposed Asset Management Policy was presented to Councillors at the Council briefing held on 30 July 2024.

The proposed Asset Accounting Policy was presented to Councillors at the Council briefing held on 6 August 2024.

4. DISCUSSION

While reviewing these policies the opportunity to consolidate polices relevant to the Asset Management function was considered. As a result, officers completed a benchmarking exercise to determine current best practice across the industry, it was identified that Campaspe has too many policies that pertain to Asset Management, which is confusing and inefficient.

Therefore, the Sustainable Asset Management Policy and the Asset Rationalisation Policy have been combined into the Asset Management Policy.

The Asset Valuation Policy and the Asset Capitalisation Policy have been combined into the Asset Accounting Policy. This policy covers all aspects of asset accounting.

The current polices are very prescriptive, the proposed policies are principle based and will guide the review and development of the Asset Management Strategy and other procedural documents.

5. STAKEHOLDER ENGAGEMENT

Internal consultation:

- 26 July 2024 Executive Leadership Team
- 31 August 2024 Executive Leadership Team

Councillors:

- 30 July 2024 Councillor Briefing
- 6 August 2024 Councillor Briefing

External consultation:

• Nil

6. LEGISLATIVE CONTEXT

Local Government Act 202 (Vic).

Part 4 – Planning and financial management

7. OPPORTUNITIES AND RISK

Opportunities:

These policies will guide and support officers in the management and decision making that impact Council Infrastructure to maintain service standards.

Risk:

Asset Risk.

A risk that insufficient or poor data is maintained to inform decision making regarding the maintenance and renewal of Council's infrastructure assets resulting in them failing to maintain service standards.

Financial Risk.

A risk that insufficient or poor data is used to account for assets which will impact statutory reporting requirements and under or overstate the value of assets in Council's balance sheet and impact the depreciation expense.

ampaspe

Shire Council

Asset Accounting Policy

1. Purpose

This policy provides a framework to regulate and guide the identification, recognition and measurement of long-life (non-current) assets and intangible assets that provide future economic benefit to Campaspe Shire Council and the community. This policy is necessary to ensure compliance with Australian Accounting Standards (AAS), relevant legislation, and to capturing meaningful data for strategic planning purposes.

2. Scope

This policy will apply when performing the following functions:

- · Acquiring, constructing or developing a long-life asset
- Accounting for costs incurred in maintaining a long-life asset
- · Renewing, replacing or enhancing the service potential of a long-life assets
- Revaluing long life assets
- Disposal of long-life assets
- · Accounting for the depreciation or amortisation of long-life assets
- Reporting and disclosing long life assets
- Establishing the useful life and value of long-life assets
- Testing long life assets for impairment
- Acquiring and revaluing intangible assets

This policy applies to all employees (including full time, part time, casual employees, agency staff and students), responsible for capture transactions related to capital expenditure and the revaluation of assets.

3. Policy Statement

Council will account for its long-life and intangible assets as required by legislation and AAS so that Council's balance sheet reflects the fair value of assets owned or controlled by Council.

To achieve this, accounting for assets will adhere to the following principles:

- 1. Council must have control over the asset (Appendix B) and the future benefits associated with the asset will flow to Council.
- 2. The asset is expected to be used by Council for more than 12 months.
- 3. The cost of the asset can be measured reliably.
- 4. The cost or fair value exceeds Council's asset recognition threshold (Appendix A).
- 5. Assets fair value will be reassessed yearly and revaluations carried out via the use of indexes or condition and unit rates on a cyclical basis (Appendix C).
- 6. Assets may be disposed of if they are no longer required for service delivery, have reached the end of their useful life or are being replaced or renewed.
- 7. Assets will be depreciated over their useful life.
- 8. Assets proposed to be sold within 12 months will be moved to 'Assets Held for Sale'.

4. Principals

Principle 1 - Council must have control over the asset (Appendix B) and the future benefit associated with the asset will flow to Council.

The Council must have control over the asset and there be an expectation that future benefits will flow to Council. To control the asset, Council must be able to direct how the asset is utilised. If the asset meets these requirements, it will be added to the asset register.

Page 1 of 8

Principle 2 - The asset is expected to be used by Council for more than 12 months.

This policy applies to long life assets, long life assets are assets that are not easily converted to cash and have a useful life of more than 12 months.

Principle 3 - The cost of the asset can be measured reliably.

A long-life asset that qualifies for recognition as an asset shall be measured initially at cost. Where an asset is acquired at no cost, or nominal cost, such as developer contributions and other contributed asset, the cost is its fair value as at the date of acquisition.

The cost of a long-life asset comprises the purchase price and costs directly attributable to bring the assets to the location and condition necessary for it to be capable of operating in the manner intended.

Costs that can be directly attributable to an asset are those cost related to activities following the decision to proceed with the investment. These are:

- Tendering costs
- Planning approvals
- Survey and design
- Professional fees
- Site preparation
- Construction
- Employee costs directly related to the construction or acquisition of an asset
- Council direct costs of plant hire, materials and oncosts
- Administration and other general overhead costs
- Supervision and project management
- Initial delivery, handling, installation and assembly

Costs which cannot be measured reliably or identified as directly attributable to the asset are not capitalised. These include:

- Initial project feasibility planning and investigation
- Community consultation
- Opening of a new facility

Principle 4 - The cost or fair value exceeds Council's asset recognition threshold (Appendix A).

The directly attributable cost of acquiring an asset or costs associated with work which renews, extends or upgrades the asset's underlying service potential and meet the thresholds in Appendix A, will be capitalised.

Principle 5 - Assets fair value will be reassessed yearly and revaluations carried out via the use of indexes or condition and unit rates on a cyclical basis (Appendix C).

Assets are initially recognised at cost where they meet capitalisation thresholds, thereafter assets are required to be revalued on a regular basis to ensure that their carrying amount on Council's balance sheet is not materially different to their fair value.

Financial reporting obligations require long life assets to be revalued in accordance with AASB 116 Property, Plant and Equipment and AASB 1041 Revaluation of Non-Current Assets. Where assets have an available market price for their current type and condition, the market price is deemed to be the fair value as defined in AASB 13 Fair Value Measurement. For infrastructure assets and assets where there is no market-based evidence of fair value, fair value is based on depreciated replacement cost (DRC). DRC is calculated based on the gross replacement cost of an equivalent asset, less any accumulated depreciation.

All asset classes will be formally revalued on a cyclical basis as defined in Appendix C. In between formal revaluations a fair value assessment will be carried out using appropriate indexes. Where there is a material difference to the carrying value, the index-based value will be used to revalue the asset class.

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Council Policy

Fixed assets will be reviewed for impairment loss whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable amount. Assets will be reviewed annually for impairment as per AASB 136 Impairment of Assets.

Principle 6 - Assets may be disposed of, if they are no longer required for service delivery, have reached the end of their useful life or are being replaced or renewed.

An asset is to be derecognised in the asset register whenever:

- The asset is destroyed, abandoned or decommissioned with no future economic benefit expected to be generated from its use.
- The asset is scrapped, sold or traded
- The asset is lost or stolen; or
- Control of the asset is transferred to another entity

Principle 7 - Assets will be depreciated over their useful life.

All long-life assets, except land, are depreciated over their determined useful lives and depreciation commences when the asset is available for use. Useful lives may change over time, the factors that can impact the life of an asset are climatic conditions, new technology or changes to operational conditions. Useful lives of assets will be reassessed each year in line with accounting standards.

Principle 8 - Assets proposed to be sold within 12 months will be moved to Assets Held for Sale.

When Council proposes to sell a long-life asset and the disposal can be reliable forecast to occur within 12 months, the asset is to be classified as 'Held for Sale' in current assets. The valuation of such assets will be the lower of the carrying value at the date of resolution or fair value less costs to sell if the carrying amount will be recovered principally through the sale transaction. Assets held for sale are to be reviewed at the end of each financial year. If the sale is no longer going to occur within 12 months, then the asset is to be reclassified back to long life assets.

4.1. Roles and responsibilities

Strategic Asset Management Team

- Organise and coordinate condition assessments for asset classes as set out in Appendix C. Ground truth data from condition assessments to ensure it is correct and fairly represents the current condition of assets.
- Ensure all new assets controlled by Council have been created in the asset register to enable the timely capitalisation of assets by the Asset Accountant.
- Assess assets for impairment annually in consultation with the Manager Finance
- Review the useful lives of assets classes annually as required by relevant AAS's.
- Carry out a fair value assessment of all asset classes to ensure that the carrying amount is not materially different to the fair value.
- In consultation with relevant stakeholders review this policy as required.
- Engage with Service Mangers to set the level of service applicable to each asset class.

Finance Team

- Capitalise all relevant costs associated with new or renewed, upgraded or expanded assets in a timely manner and according to the capitalisation thresholds set out in Appendix A.
- Move any assets deemed to be 'Held for Sale' from non-current assets to the Assets Held for Sale. Only if there is a reasonable expectation that the sale will occur within 12 months.
- Manage the depreciation process of all asset classes over their useful lives.
- Write off any remaining value of assets that have been disposed, sold, lost or are no longer controlled by Council.

Council Policy

5. Definitions

Terms and definitions used in this policy include:

| Term | Details |
|----------------------------------|--|
| Asset | An item or thing that has potential value to an organisation and for which the organisation has a responsibility. Assets include roads, bridges, buildings, footpaths and sporting facilities and playgrounds and many more. |
| Asset class | A group of assets having common characteristics. |
| Capitalisation thresholds | Minimum amount whereby the value of a long life asset must be capitalised, below this amount the cost is expensed. |
| Carrying value | The value at which an asset is recognised after deducting any accumulated depreciation or accumulated impairment losses. |
| Contributed asset | Assets such as footpaths, drainage, roads and public open spaces that are transferred from developers to council. |
| Control of an asset | The capacity of the council to benefit from the asset in pursuit of its objective and to be able to deny or regulate the access of others to those benefits. |
| Depreciation | Is the systematic reduction of an asset's value over its useful life. |
| Fair value | The price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between willing market participants. |
| Future economic benefit | Is the potential to contribute, directly or indirectly, to providing a service to the community and/or council. |
| Impairment loss | The amount by which the carrying value of an asset exceeds its recoverable amount. |
| Long life asset (non-current) | An asset held for use which provides a benefit for a period greater than twelve months |
| Useful life | The period over which an asset is expected to be available for use. |

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: | In Draft (New Policy) | | | |
| Policy Owner (by position): | Manager Strategic Assets | | | |
| Internal Endorsement Required: | Not applicable | | | |
| Final Approval By: | Council | | | |
| Date Approved: | Click or tap to enter a date. | | | |
| Evidence of Approval: | Minutes dated: 20/08/2024 | | | |
| Version | 1 | Frequency of Review | 4 Years | |
| Review Date: | 22/08/2028 | | | |
| Related Legislation: | Local Government Act 2020 Victorian Charter of Human Rights and Responsibilities Act 2006 Gender Equality Act 2020 Victorian Disability Act 2020 | | | |
| Related Strategic Documents, | Council Plan 2021-2025 | | | |
| Policies, or Procedures | Disposal of council property policy | | | |
| | Asset management policy Asset Management Strategy | | | |
| Attachments: | Nil | | | |
| Date Rescinded: | Not Applicable | | | |

Draft Asset Accounting

| Approval History: Date: | Reason for review |
|-------------------------|--|
| Click or tap to enter a | New policy – replaces the Asset Capitalisation and Asset Valuation Polices |
| date. | which are to be rescinded. |

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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Appendix A – Capitalisation thresholds

| Asset Class | Capitalised | Depreciated | Capitalisation Threshold | | | |
|---|-------------|-------------|--------------------------|---------------------------------|--|--|
| | Capitaliseu | Depreciated | \$ | Measure | | |
| Sealed Roads, car parks, aerodrome runways | Y | Y | N/A | >25% of segment area | | |
| Pavement (including earthworks and formation) | Y | Y | N/A | >100m2 | | |
| Gravel Shoulders | Y | Y | Entire segment | N/A | | |
| Gravel Roads | Y | Y | N/A | >100 tonnes rock per segment | | |
| Earth Roads | Y | N | New works | N/A | | |
| Footpath (inc Shared Paths) | Y | Y | 10,000 | >50m2 | | |
| Kerb & Channel | Y | Y | N/A | >10m segment | | |
| Bridges and major culverts | Y | Y | 20,000 | N/A | | |
| Boardwalks, Jetties, Moorings, Boat ramps | Y | Y | 10,000 | N/A | | |
| Riverine Structures (wharf) | Y | Y | 20,000 | N/A | | |
| Pipes and minor culverts | Y | Y | 10,000 | N/A | | |
| Pits & Structures | Y | Y | Full replacement | N/A | | |
| Channels & Open Stormwater Drains | Y | Y | 10,000 | N/A | | |
| Basins, Dams & Wetlands | Y | Y | 10,000 | N/A | | |
| Retaining Walls & Levee Banks | Y | Y | 10,000 | N/A | | |
| Pump – Stormwater, Flood | Y | Y | 10,000 | N/A | | |
| Irrigation - Parks & gardens and sporting grounds | Y | Y | 10,000 | N/A | | |
| Buildings | Y | Y | 10,000 | N/A | | |
| Swimming pools (excluding associated buildings) | Y | Y | 10,000 | N/A | | |
| | | X | Full replacement | N//A | | |
| Playing Surfaces | Y | Y | cost | N/A | | |
| Sports Lighting & Electrical | Y | Y | 10,000 | N/A | | |
| Playgrounds | Y | Y | 10,000 | N/A | | |
| Fencing & Bollards | Y | Y | 10,000 | N/A | | |
| Parking Meters | N | N | N/A | N/A | | |
| Signs | N | N | N/A | N/A | | |
| Street and Public Lighting | N | N | N/A | N/A | | |
| Traffic Control Lights Marine Vessels - Decking, hull, | N | N | N/A Full replacement | N/A between >10 and | | |
| machinery & equipment | Y | Y | cost | >25% of cost | | |
| Artworks & monuments | Ν | N | N/A | N/A | | |
| Land | Y | N | At cost - new assets | N/A | | |
| Land Under Roads | Y | N | Fair value - impaired | N/A | | |
| Land Improvements | Y | Y | 5,000 | N/A | | |
| Water rights | Y | N | 50,000 | N/A | | |
| Plant and Vehicles | Y | Y | At cost - new assets | N/A | | |
| Plant and Machinery refurbishment | Y | Y | 10,000 | N/A | | |
| Furniture and fittings | N | N | N/A | N/A | | |
| Computer and telecommunications equipment | Y | Y | 5,000 | N/A | | |

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Asset Accounting

Appendix B – Council control

| | | Asset Management | | | | | | | |
|--|--------------------------------|-----------------------------------|----------------------------------|---|---|--|---|--------------------------|--|
| Land Ownership | Council Managed (Direct) | Council Managed (Delegated) | Council Managed (Contract) | Council Leased, Licenced or Agreed (Council Lessee/Licensee) | Asset Commercially Leased (Council Lessor) | Other (non- commercial) Lease (Council Lessor) | DEECA or DEECA Local Committee | Other | |
| Council Land | | | | | | | | | |
| Crown Land - Shire of Campaspe Committee of Management | | | | | | | | | |
| Crown Land – Vested | | | | | | | | | |
| Crown Land – Lease | | | | | | | | | |
| Crown Land–Non-Council Managed | | | | | | | | | |
| Private Land | | | | | | | | Proposed Subdivisions | |
| Government Road* | | | | | | | | | |

| | | Asset Management | | | | | 5 | | |
|--|--------------------------------|-----------------------------------|----------------------------------|--|---|---------------------------------|---|-------|----|
| Mobile/Non-Fixed Physical Asset Ownership | Council Managed (Direct) | Council Managed (Delegated) | Council Managed (Contract) | Council Leased, Licenced or Agreed (Council Lessee/Licensee) | Asset Commercially Leased (Council Lessor) | Other Lease (Council Lessor) | DEECA or DEECA Local Committee | Other | Co |
| Council Private | | | | | | | | | 2 |

| | | Asset Management | | | | | | | P |
|--------------------------------|--------------------------------|-----------------------------------|----------------------------------|--|--|---------------------------------|---|-------|---------|
| Other Physical Asset Ownership | Council Managed (Direct) | Council Managed (Delegated) | Council Managed (Contract) | Council Leased, Licenced or Agreed (Council Lessee/Licensee) | Asset Commercially Leased (Council Lessor) | Other Lease (Council Lessor) | DEECA or DEECA Local Committee | Other | Council |
| Council | | | | | | | | | |
| Private | | | | | | | | | |



Assets in these categories will be included in the Asset System

Assets in these categories will be included in the Asset System (with management as per lease or formal agreement)

Assets in these categories will not be included in the Asset System

Assets in these categories will be included in the Asset System as 'Proposed Assets' to be confirmed as Council Assets once subdivision gains Statement of Compliance Scenario is not possible

* Note that further to Government Roads 'Freehold Roads' exist under the local Government Act 1958. These are extremely complex and where these are identified Council's Asset Management obligations will need to be determined in each individual case.

Council Policy

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Appendix C – Revaluation schedule

| Asset Class | Valuation method | Adopted Useful Life (years) | Condition assessment frequency (years) | Full Revaluation frequency (years) | Interim revaluation frequency (years) |
|---|---------------------|-----------------------------------|---|---|--|
| Sealed Roads - wearing course asphalt | DRC | 20 | 3 | 5 | 1 |
| Sealed roads - spray seals | DRC | 15 | 3 | 5 | 1 |
| Pavement - earthworks and formation | DRC | 80 | 5 | 5 | 1 |
| Gravel Roads & shoulders | DRC | 15 | 3 | 5 | 1 |
| Earth Roads | N/A | Indefinite | N/A | N/A | N/A |
| Footpath (inc Shared Paths) | DRC | 40-50 | 5 | 5 | 1 |
| Kerb & Channel | DRC | 50 | 5 | 5 | 1 |
| Bridges and major culverts | DRC | 100 | 5 | 5 | 1 |
| Boardwalks, Jetties, Moorings | DRC | 100 | 5 | 5 | 1 |
| Riverine assets (wharf) | DRC | 100 | 5 | 5 | N/A |
| Pipes and minor culverts | DRC | 80 | 5 | 5 | 1 |
| Pits & Structures | DRC | 80 | 5 | 5 | 1 |
| Channels & Open Stormwater Drains | DRC | 80 | 5 | 5 | 1 |
| Basins, Dams & Wetlands | DRC | 40 | 5 | 5 | 1 |
| Retaining Walls & Levee Banks | DRC | 40 | 5 | 5 | 1 |
| Pump – Stormwater, Flood | DRC | 20 | 5 | 5 | N/A |
| Irrigation - Parks & gardens and sporting grounds | DRC | 25 | N/A | N/A | N/A |
| | Market | _ | , | , | , |
| Buildings | Value | 75 | 5 | 5 | 1 |
| Swimming pools (excluding associated | | | | | |
| buildings) | DRC | 80 | 5 | 5 | 1 |
| Playing Surfaces | DRC | 20-50 | 5 | 5 | 1 |
| Sports Lighting & Electrical | DRC | 20-30 | 5 | 5 | 1 |
| Playgrounds | DRC | 20 | 1 | 5 | 1 |
| Fencing & Bollards | N/A | 50 | N/A | N/A | N/A |
| Parking Meters | N/A | N/A | N/A | N/A | N/A |
| Signs | N/A | N/A | N/A | N/A | N/A |
| Street and Public Lighting | N/A | N/A | N/A | N/A | N/A |
| Traffic Control Lights | N/A | N/A | N/A | N/A | N/A |
| Marine Vessels - Decking, hull, machinery & | | | | | |
| equipment | DRC | 100 | 5 | 5 | 5 |
| Artworks & monuments | N/A | N/A | N/A | N/A | N/A |
| | Market | | | | |
| Land | Value | N/A | N/A | 3 | 1 |
| | Impaired Market | | | | |
| Land Under Roads | Value | N/A | N/A | 5 | 1 |
| Land Improvements | N/A | N/A | N/A | N/A | N/A |
| Water rights | Market Value | N/A | N/A | 1 | 1 |
| Plant and Vehicles | N/A | 3-20 | N/A | N/A | N/A |
| Plant and Machinery refurbishment | N/A | 3-20 | N/A | N/A | N/A |
| Furniture and fittings | N/A | 3-15 | N/A | N/A | N/A |
| Computer and telecommunications equipment | N/A | 4-7 | N/A | N/A | N/A |

Council Policy

Council Policy

Council Policy

Council Policy

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| Asset Valuation and Revaluation | Policy 136 | | | |
|---|------------------------------|-----------------------|--------------------|----------------|
| Asset Valua | ation | | 0 | 2 |
| Council Policy Number | 136 | | d | ilo |
| Date adopted | 23 June 2020 | | Campasp | е 🚆 |
| Scheduled for review | 23 June 2023 | | Shire Council | Council Po |
| Purpose | | | | C |
| This policy covers the valuation | on of non-current assets thr | oughout their lifecyc | le. This includes: | |
| Valuation on initial reco | gnition | | | |
| Valuation for financial r | nanagement | | | 2 |
| Valuation for asset man | | | | - |
| Valuation of shared as | | | | 0 |
| Valuations relating to s | ale of assets | | | 17 |
| Insurance valuations | | | | 2 |
| Application of this policy will of | Irive consistent processes t | o produce comparat | ple valuations. | Council Policy |
| | | | | 1 |

Financial reporting obligations require valuations of non-current assets in accordance with relevant Australian Accounting Standards and other State Government requirements.

AASB 1049, Whole of Government and General Government Sector Financial Reporting, requires Campaspe Shire Council ('Council') to measure all non-current physical assets at fair value using the revaluation model under AASB 116 Property Plant and Equipment. The Revaluation Model states assets whose fair value can be measured reliably shall be carried at a re-valued amount, being its fair value. Fair value is defined as the amount for which an asset could be exchanged between knowledgeable, willing parties in an arm's length transaction. The valuation methodology used will be documented within the valuation report (internal or external).

AASB 1041, Revaluation of Non-Current Assets, outlines the application of the fair value approach to valuation, prescribing the method of accounting for revaluation increments and decrements and specifies rules relating to the frequency of revaluation.

All non-current Asset Classes, subject to their initial recognition under the Capitalisation Policy, will be recognised at fair value using the revaluation model. Where assets have an available market price for their current type and condition, the market price is deemed to be the fair value.

For infrastructure assets and assets where there is no market-based evidence of fair value, fair value is based on the current value to replace the asset based on unit rates.

Local government refers to these current replacement cost unit rates as 'Greenfield' unit rates. Greenfield unit rates are based only on the costs that would be included on initial acquisition / construction of the asset at an undeveloped site. Costs that would be incurred upon subsequent replacement or renewal of an asset, such as demolition of the old asset or traffic management costs, are excluded from Greenfield unit rates.

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Asset Valuation and Revaluation

Policy 136

The table below defines costs which will be included (X) for Greenfield unit rates.

Greenfield Strategic planning reports Х Project scoping and investigation, valuation reports, planning approvals Х **Demolition Costs Disposal** Costs Site Restoration Built up location costs (e.g. Traffic Management) Survey and design Х **Professional fees** Х Site preparation Х Formation and Earthworks X Construction (excluding Formation and Earthworks) Х Contract payments Х Council direct costs, wages, salaries, plant hire, materials, on-costs Х Overheads Х Supervision Х Transport, installation, assembly and testing X **Project Management** X

Asset classes that have short lived or low value assets such as plant and equipment, office furniture and vehicles are not revalued as the initial cost is expected to provide a reasonable approximation of fair value for these short lived assets.

1.2. 2. Valuations for Asset Management

Whereas financial reporting obligations require valuations of non-current assets in accordance with relevant Australian Accounting Standards and other State Government requirements, asset management requires valuations of non-current assets for renewal planning purposes.

For asset management, renewal planning requires a reasonable estimate of actual costs to replace an asset at the end of its useful life. The cost to actually rebuild or replace an asset includes the cost for demolition of the old asset and traffic management costs as they form part of the real cost to Council to renew its assets and these costs are referred to as 'Brownfield' unit rates.

The table below defines costs which will be included (X) Brownfield unit rates and contrasts this with those included in Greenfield unit rates.

| | Greenfield | Brownfield |
|--|--|------------|
| Strategic planning reports | X | Х |
| Project scoping and investigation, valuation reports, planning approvals | X | Х |
| Demolition Costs | | Х |
| Disposal Costs | | Х |
| Site Restoration | 1. | Х |
| Built up location costs (e.g. Traffic Management) | | Х |
| Survey and design | X | Х |
| Professional fees | X | Х |
| Site preparation | Х | Х |
| Formation and Earthworks | X | Х |
| Construction (excluding Formation and Earthworks) | X | Х |
| Contract payments | X | Х |
| Council direct costs, wages, salaries, plant hire, materials, on-costs | X | Х |
| Overheads | Х | Х |

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| Supervision | X | Х |
|---|---|---|
| Transport, installation, assembly and testing | X | Х |
| Project Management | X | Х |

Asset valuation information (using Brownfield rates) is required in Asset Management Plans in order to assist with decisions regarding the level of funding required for asset maintenance and asset renewal expenditures. Current asset valuation information assists in making decisions regarding the allocation of resources to those assets.

Under AASB 116, when a certain asset is due to be revalued, all assets within that asset class shall be revalued at the same time. The valuation methodology used will be documented within the valuation report (internal or external).

1.3. 3. Greenfield v Brownfield valuations

Example of Greenfield v Brownfield – Kerb and Channel

Greenfield:

Costs involved include initial digging out of site and formation (no existing road pavement or services, drainage etc), and pouring kerb.

Brownfield:

Costs involved include digging out and removing existing kerb, digging out section of the adjoining road pavement, digging out area behind the kerb including footpath, driveways, trees, median strip. Site is now prepared and new Kerb can be poured in place. The surrounding areas will now have to be reinstated including rehabilitation of adjoining pavement, median strip etc.

In this case Brownfield unit rates will be much higher than Greenfield rates. In other circumstances where some of the existing material can be re-used and demolition & disposal costs are low, Brownfield unit rates will be lower.

As Greenfield rates vary from Brownfield rates, renewal requirements can be more accurately assessed based on brownfield valuations.

1.4. 4. Useful Life

In accordance with AASB 116 the useful life of an asset should take into account the following:

- expected use of the asset
- expected physical wear and tear
- technical or commercial obsolescence
- legal or similar limits on the use of the asset

Useful life of each class of asset is documented within Appendix A of the Policy.

Condition assessments are required to be conducted regularly on assets by the responsible officer or manager to reassess the useful life and identify impairments. Results of condition assessments are documented on the asset management system and useful lives shall be updated on the asset register by the Strategic Assets Coordinator when required.

Assets shall be separately identified and depreciated into smaller assets (known as Componentised Assets) when applicable under AASB116. Componentised assets shall be assessed on useful life and impairment at asset component level.

1.5. 5. Depreciation Method

The consumption of assets for financial reporting purposes is calculated using the straight line depreciation approach. This assumes the asset will lose an equal amount of value each year and is based on a predetermined asset useful life.

The consumption of assets for asset management purposes is referred to as Average Annual Asset Consumption. This is calculated based on asset degradation models relating to the physical condition of the assets. In most cases this approach results in an asset losing less value in the early years of its use than in later years when it degrades at a quicker rate.

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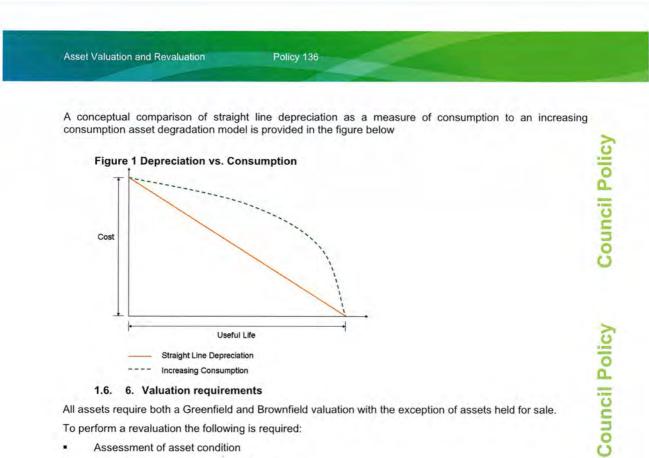
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- Assessment of remaining asset life
- Affirmation of depreciation method
- Assessment of any asset impairment

Frequency of valuation and average useful life is determined as per Appendix A and are the responsibility of both the Finance Manager and Strategic Asset Coordinator.

1.7. 7. Valuation of shared assets

Shared assets are recorded based on Council's control of that asset determined by way of percentage. For infrastructure assets the % is applied to area as opposed to the unit rate (e.g. If a bridge is shared 50:50 for renewal purposes with another Council, note this and record 50% of the area in the financial asset register. In this manner, no variation to unit rates is required when performing revaluations).

Control of shared assets is to be confirmed in writing with the other party.

Annual valuations for shared assets should be confirmed by the Strategic Asset Coordinator with the other party and a Memorandum of Understanding should be put in place by the Strategic Asset Coordinator to confirm the process of agreeing valuations.

1.8. 8. Valuations of assets held for sale

Financial Reporting

Assets held for sale are moved into the current assets section of Council's balance sheet. They are no longer required to be re-valued and are held at their written down value at time of transfer. These are not modelled for renewal planning purposes.

Sale Valuations - Property Assets

Prior to sale of an asset Council will seek an independent valuation on a willing buyer/willing seller basis. As a minimum, Council are required to obtain one valuation from a licensed valuer but may consider up to 6 valuations of comparable sites in similar municipalities in order for Council to determine the price at which it wants to sell the asset.

Sale Valuations - Non-Property Assets

Non property assets include items such as vehicles, heavy plant, and minor equipment.

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For sale of non-property assets, Council officers will seek benchmarking data in order to ascertain a reasonable price.

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1.9. 9. Insurance valuations

Valuations are required to allow Council to reduce the risk of financial loss through insurance in the event of loss or damage to its assets.

Insurance valuations are determined on complete replacement cost assuming an asset was completely destroyed. This includes the cost of demolition and design of the replacement asset. These valuations are outsourced and managed through the Risk department based on guidelines provided by Council's insurer. Council's current insurer requires valuations to be conducted every 4 years with a CPI increase applied in between. Where insurance valuations align with asset revaluation cycles they can be used as a cross check for replacement cost however asset revaluations also require condition and remaining life data which is not provided as part of insurance valuations.

1.10. 10. Policy commitment

In implementing this policy Council will:

- a) Annually review financial and asset management valuations of Council owned or controlled noncurrent asset classes, including confirmation of remaining useful life through consideration of change in condition, depreciation method and impairment as well as maintaining supporting documentation.
- b) An out of cycle re-valuation within the asset class will be triggered where annual reviews identify a material change (5% 10%) in the following factors relating to a single class:
- i. Unit rates
- ii. Condition change across a material number of assets.
- c) Not revalue assets in the plant and equipment class and instead hold them at initial cost.
- d) Notwithstanding a material change triggering a revaluation of an asset class and excluding assets held at initial cost, conduct asset revaluations for each asset class per adopted frequency as per Appendix A, including updating condition, remaining useful life and financial valuation.
- Ensure corporate systems record the current adopted asset values for reporting in audited financial statements within the Annual Report.
- f) Establish and maintain a register detailing the corporate system(s) in which each valuation type addressed in the policy recorded.

1.11. 11. Responsibilities

Finance Manager

- Coordination of financial valuation process including determination and approval of Greenfield unit rates
- Reporting fair value in the financial statements in line with accounting standards (including any impairment)
- Assessment of asset impairments in conjunction with the Strategic Asset Coordinator

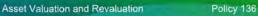
Strategic Asset Coordinator

- Coordination of renewal valuation process including determination and approval of Brownfield unit rates
- Approval and verification of condition assessments and review of asset lives
- Assessment of asset impairments in conjunction with the Finance Manager

Asset Analyst

- Coordination of condition assessments and data collection
- Keeping the Asset Management System up to date (including asset condition, asset characteristics and other related (non-financial valuation) data)
- Undertaking annual asset review, documenting findings and providing information to finance department

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- Collecting data through the asset handover process on Brownfield rates and reviewing / updating Brownfield unit rates annually.
- Collecting data and reviewing / updating Greenfield unit rates annually.

Asset Accountant

- Keeping the Asset Management System up to date through processing of all asset additions, renewals and disposals – including all data related to financial control of assets.
- Processing annual revaluations for financial reporting purposes including implementing changes to asset remaining useful lives, depreciation method and impairments

Risk Management Officer

Coordination of insurance valuations

External Valuers

 Undertake regular valuation of asset classes with valuations assigned to an external valuer under Appendix A

Exclusions

Nil

Human Rights

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

Definitions

| Average Annual Asset Consumption | The amount of an organisation's asset base consumed during a reporting period (generally a year). | |
|----------------------------------|---|--------------|
| Asset Class | A group of assets that are similar in nature or function. | > |
| Cost | The amount paid or the fair value of any other consideration given to acquire an asset at the time of its original acquisition or construction. Where an asset is acquired at no cost, or for a nominal cost (as the case with developer and other contributed assets), the cost is its fair value as at the date of acquisition. | ouncil Polic |
| Depreciable Amount | The cost of an asset, or other amount substituted for its cost, less its residual value. | unc |
| Depreciation | The systematic allocation of the depreciable amount of an asset over its useful life. | ŏ |
| Fair Value | The amount for which an asset could be exchanged between knowledgeable, willing parties in an arm's length transaction. | |
| Impairment | The amount by which the carrying amount of an asset exceeds it recoverable amount. | X |
| Non-Current Asset | Any capitalised asset which is not expected to be fully consumed, realised, sold or otherwise disposed of within one financial year. | Polic |
| Revaluation | The act of reassessment of values, condition, remaining life and impairment of non-current assets at a particular date. | |
| Shared Assets | Are generally assets that cross Council boundaries (such as bridges) and therefore are part owned by each party under agreement. | ouncil |
| Remaining Useful Life | The time remaining until an asset ceases to provide the required service level or economic usefulness. | Cot |
| Useful Life | Age plus remaining useful life. | 1 |
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Related Legislation

Legislative requirements which Council must comply with include:

The Local Government Act 2020, Section 98 provides that Council must prepare Financial Statements in accordance with the Act.

Australian Accounting Standards Board (AASB) - This policy has been developed in accordance with the following AASB Standards

- AASB 116 Property Plant & Equipment
- AASB 1041 Revaluation of Non-current Assets
- AASB 136 Impairment of Assets
- AASB 1049 Whole of Government and General Government Sector Financial Reporting

Additional guidance material is available including:

- Australian Infrastructure Financial Management Guidelines (2009)
- Victorian Auditor-General's Office issues annual reports on the results of Local Government Audits, including comments and recommendations regarding aspects of asset valuation practice.
- Department of Treasury and Finance issues financial reporting directions and financial reporting guidance notes, some of which are applicable to Local Government.
- Department of Planning and Community Development issues guidelines on asset management and financial reporting.

Related Policies, Procedures and Strategies

Council Policy 091 - Sustainable Asset Management

Council Policy 144 - Asset Capitalisation

Asset Management Strategy

Attachments

Nil

Review Period

Three years

Responsible officer Finance Manager

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 | 18 September 2012 | |
|---------|-------------------|--|
| Revised | 18 August 2015 | |
| Revised | 19 February 2019 | |
| Revised | 23 June 2020 | |
| Revised | 22 February 2021 | |
| | | |

Revised 20 June 2023

Minute Book Reference No 1259 (item 4.24) Minute Book Reference No 905 (item 6.2) Minute Book Reference No 404 (item 7.2) Minute Book Reference No 2221 (Item 9.6) Administrative update to apply consistent reference to Campaspe Shire Council ('Council') Campaspe Shire Council ('Council') Meeting Resolution

Chief Executive Officer:

Date:

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APPENDIX A - CONDITION AND VALUATION TABLE

| | | | | | Valuatio | n Method | Condition A | Issessment | | | |
|--|--|-----------------------------|--------------------------------------|--------------------------------------|------------------------------|---|----------------------|---|-------------------------------------|-----------------------|------------------------|
| Asset Group ¹ Asset Category ⁴ | Asset Category 4 | Asset Component 2 | Asset Class ⁵ | Recogn ised (Y/N) ⁶ | Fair Value Method 7 | If DRC Age- based or Cond- Based | Frequency (Years) | What % Condition Inspection Annually | Revaluation Frequency (Years) | Adopted Asset Life | Depreciation Method |
| SWIMMING POOLS | Recreational, Leisure and Community | Pool Structure (Shell) | Swimming Pools | Y | DRC | Condition | 3 | N/A | 3 | 80 | Condition- Based |
| | | Water Treatment Systems | Swimming Pools | Y | DRC | N/A | 3 | N/A | 3 | 1-50 | Straight-Line |
| | | Water Treatment Facility | Swimming Pools | Y | DRC | N/A | 3 | N/A | 3 | 20 | Straight-Line |
| Pools Surrounds & Equipment | Pool Structures | Swimming Pools | Y | DRC | Condition | 3 | N/A | 3 | 5-80 | Condition- Based | |
| BRIDGES | Bridges (Incl. Major Culverts, Footbridges | Super-Structure | Bridges | Y | DRC | Condition | 3 | 33 | 3 | 100 | Condition- Based |
| | & boardwalks) | Major Culverts | Bridges | Y | DRC | Condition | 3 | 33 | 3 | 100 | Condition- Based. |
| | | Super-Structure | Footbridges & boardwalks | Y | DRC | Condition | 3 | N/A | 3 | 50 | Condition- Based |
| ARTWORKS, MONUMENTS, ARTEFACTS & | Artworks | Artworks | Artworks | Y | нс | N/A | N/A | N/A | N/A | N/A | Not Depreciated |
| EXHIBITS | Artefacts & Exhibits (Furniture & Equipment) | Building Equipment | Artefacts & Exhibits | Y | нс | N/A | N/A | N/A | N/A | 5-20 | Straight-Line |
| | Other Infrastructure | Statues & Monuments | Monuments, Statues & Fountains | Y | нс | Age | N/A | N/A | N/A | 100 | Straight-Line |

Asset Valuation and Revaluation

Attachment 8.6.1.2

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| | | | | | Valuatio | n Method | Condition A | Assessment | | | |
|--------------------------|---|--------------------------|--------------------------------------|------------------------------|---|----------------------|---|-------------------------------------|-----------------------|---------------------|-----------------|
| Asset Group ¹ | p ¹ Asset Category ⁴ Asset Component ² Asset Class | Asset Class ⁵ | Recogn ised (Y/N) ⁶ | Fair Value Method 7 | If DRC Age- based or Cond- Based | Frequency (Years) | What % Condition Inspection Annually | Revaluation Frequency (Years) | Adopted Asset Life | Depreciation Method | |
| | Other Infrastructure | Plaques | Plaques | N | N/A | N/A | N/A | N/A | N/A | N/A | N/A |
| | Fountains & Water | Drinking Fountains | Drinking Fountains | N | N/A | N/A | N/A | N/A | N/A | N/A | N/A |
| | Features | Water Features | Water Features | N | N/A | N/A | N/A | N/A | N/A | N/A | N/A |
| FOOTPATHS & CYCLEWAYS | Footpaths & Cycleways | Footpaths & Cycleways | Footpaths & Cycleways | Y | DRC | Condition | 5 | N/A | 5 | 50 | Condition-Based |
| PLANT & EQUIPMENT | Plant and Equipment | Plant - Heavy | Plant and Equipment | Y | нс | Age | N/A | N/A | N/A | 3 - 10 | Straight-Line |
| | | Plant - Minor | Plant and Equipment | Y | HC | Age | N/A | N/A | N/A | 1-5 | Straight-Line |
| | | Fleet & Light Vehicles | Plant and Equipment | Y | нс | Age | N/A | N/A | N/A | 3-5 | Straight-Line |
| | | | | | | | | | | | |

| | | | | 1 | Valuatio | n Method | | Assessment | | | 1 | |
|--------------------------|-----------------------------------|--------------------------------------|--------------------------|--------------------------------------|------------------------------|---|----------------------|---|-------------------------------------|--------------------------|------------------------|----------------|
| Asset Group ¹ | Asset Category ⁴ | Asset Component ² | Asset Class | Recogn ised (Y/N) ⁶ | Fair Value Method 7 | If DRC Age- based or Cond- Based | Frequency (Years) | What % Condition Inspection Annually | Revaluation Frequency (Years) | Adopted Asset Life | Depreciation Method | olicv |
| | Fittings Furniture & Equipment | Furniture & Office Equipment | Plant and Equipment | Y | HC | Age | N/A | N/A | N/A | 3 - 15 | Straight-Line | Council Policy |
| | Heritage Plant & Equipment | Heritage Plant & Equipment | Plant and Equipment | Y | DRC | Age | N/A | N/A | N/A | 100 | Straight-Line | Court |
| | Computers & Telecommunications | Computers & Telecommunications | Plant and Equipment | Y | HC | Age | N/A | N/A | N/A | 4 | Straight-Line | |
| BUILDINGS | Buildings | Structure – Long Life | Buildings | Y | DRC | Condition | 3 | N/A | 3 | 75 | Condition- Based | licv |
| | | Structure – Short Life | Buildings | Y | DRC | Condition | 3 | N/A | 3 | 25-50 | Condition- Based | oil Po |
| | | Other Structures (Town Entrances) | Buildings | Y | DRC | Condition | 3 | N/A | 3 | 25-50 | Condition- Based | Council Policy |
| Buildings | Investments Properties | Structure – Long Life | Investments Buildings | Y | DRC/MV | Condition | 3 | N/A | 1 | 75 | Condition- Based | |
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| Asset V | aluation | and Reva | luation |
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| | | | | | Valuatio | on Method | Condition A | Assessment | | | |
|--------------------------|--|------------------------------|--------------------------------------|------------------------------|---|----------------------|---|-------------------------------------|-----------------------|------------------------|-----------------|
| Asset Group ¹ | Category* | Asset Class ^s | Recogn ised (Y/N) ⁶ | Fair Value Method 7 | lf DRC Age-based or Cond- Based | Frequency (Years) | What % Condition Inspection Annually | Revaluation Frequency (Years) | Adopted Asset Life | Depreciation Method | |
| AND | Land | Land – Crown Land | Land | Y | MV | N/A | N/A | N/A | 3 | Indefinite | Not Depreciated |
| | | Land – Council Owned | Land | Y | MV | N/A | N/A | N/A | 3 | Indefinite | Not Depreciated |
| | | Land Improvements | Land | Y | M/V | N/A | N/A | N/A | N/A | 1-50 | Straight Line |
| | Land Under Roads | Land | Y | MV | N/A | N/A | N/A | 3 | Indefinite | Not Depreciated | |
| OPEN SPACES | OPEN SPACES, PARKS & | Irrigation- Miscellaneous | Irrigation | Y | DRC | Age | N/A | N/A | 3 | 25 | Straight-Line |
| | STREETSCAPES Exercise Equipment Playgrounds (play areas) | Standpipes | Standpipes | N | N/A | N/A | N/A | N/A | N/A | N/A | N/A |
| | | Park Equipment | Exercise equipment | Y | DRC | Condition | N/A | N/A | N/A | 20 | Straight-Line |
| | | Playgrounds | Playgrounds | Y | DRC | Condition | 1 | N/A | 3 | 30 | Condition-Based |
| Public Furniture & | Benches, Tables & Picnic Sets | Furniture | N | N/A | N/A | N/A | N/A | N/A | N/A | N/A | |
| | Fixtures | Bins & Surrounds | Furniture | N | N/A | N/A | N/A | N/A | N/A | N/A | N/A |
| | | Barbeques | Barbeques | Y | DRC | Condition | 3 | N/A | 3 | 10 | Condition-Based |
| | Skate Parks | Skate Parks | Skate Parks | Y | DRC | Condition | 3 | N/A | 3 | 80 | Condition-Based |

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| | | | | | Valuati | on Method | Condition A | lssessment | | 3-1 | 1 | | | | |
|-------------------------------------|-------------------------|--------------------------------|-----------------------------------|---|---|-----------|--------------------------|-----------------------------------|------------------------------|---|----------------------|---|-------------------------------------|-----------------------|------------------------|
| Asset Group ¹ Asset Cate | Asset Category 4 | Asset Component ² | Asset Component ² | | Asset Component ² Bus Stops | | Asset Class ⁵ | Recogn ised (Y/N) ⁶ | Fair Value Method 7 | If DRC Age-based or Cond- Based | Frequency (Years) | What % Condition Inspection Annually | Revaluation Frequency (Years) | Adopted Asset Life | Depreciation Method |
| OTHER INFRASTRUCTURE | Other Infrastructure | Bus Stops | Bus Stops | N | N/A | N/A | N/A | N/A | N/A | N/A | N/A | | | | |
| | | Fences & Bollards | Fences & Bollards | Y | DRC | Age | N/A | N/A | N/A | 50 | Straight Line | | | | |
| | | Parking Meters | Parking Meters | Y | DRC | Age | N/A | N/A | N/A | 15 | Straight Line | | | | |
| | | Guard Rails | Guard Rails | N | N/A | N/A | N/A | N/A | N/A | N/A | N/A | | | | |
| | | Bus Shelters | Bus Shelters | N | N/A | N/A | N/A | N/A | N/A | N/A | N/A | | | | |
| | | Railway | Railway | Y | DRC | Age | N/A | N/A | N/A | 100 | Straight Line | | | | |
| | | Signs | Signs | У | DRC | Age | N/A | N/A | N/A | 20 | Straight Line | | | | |
| Marine Structures | | Pontoons, Wharves & Jetties | Pontoons, Wharves & Jetties | Y | DRC | Condition | 5 | N/A | 5 | 80 | Condition- Based | | | | |

Asset Valuation and Revaluation

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| | | | | | Valuatio | on Method | Condition | Assessment | | | |
|---|--|------------------------------|--------------------------------------|--------------------------------------|---|----------------------|---|-------------------------------------|-----------------------|------------------------|---------------------|
| Asset Group ¹ | Category * | | Recogn ised (Y/N) ⁶ | Fair Value Method ⁷ | lf DRC Age-based or Cond-Based | Frequency (Years) | What % Condition Inspection Annually | Revaluation Frequency (Years) | Adopted Asset Life | Depreciation Method | |
| Recreational, Leisure and Community | Sports Courts | Park Active Area | Sports Courts | Y | DRC | Condition | 5 | N/A | 5 | 25 - 50 | Condition- Based |
| | Sports Infrastructure (Scoreboards, goal posts) | Park Equipment | Sports Infrastructure | Ŷ | DRC | Condition | 5 | N/A | 5 | 20 | Condition- Based |
| | Sports Lighting | Lighting Main | Sports Lighting | Y | DRC | Condition | 3 | N/A | 3 | 30 | Straight Line |
| | Roads Unsealed Roads (Inc. | Surface Main - Asphalt | Surface | Y | DRC | Condition | 4 | N/A | 4 | 20 | Condition- Based |
| | internal roads and | Surface Main- Spray Seals | Surface | Y | DRC | Condition | 4 | N/A | 4 | 15 | Condition- Based |
| | Unsealed runways and Car Parks) | Pavement | Pavement | Y | DRC | Condition | 4 | N/A | 4 | 80 | Condition- Based |
| | | Gravel Roads | Gravel Pavement | Y | DRC | Condition | 2 | N/A | 4 | 15 | Condition Based |
| | | Shoulders | Shoulders | Y | DRC | Condition | 4 | N/A | 4 | 15 | Condition Based |
| | | | | | | | | | | | |

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| about valuation and revaluation | Asset | Valuation | and Reva | luation |
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| | | | | | Valuatio | on Method | Condition A | ssessment | | | |
|--|--------------------------|--------------------------------------|--------------------------------------|---|----------------------|---|-------------------------------------|-----------------------|------------------------|------------|---------------------|
| Asset Group ¹ Asset Category ⁴ Asset Component ² | Asset Class ⁵ | Recogn ised (Y/N) ⁶ | Fair Value Method ⁷ | If DRC Age-based or Cond- Based | Frequency (Years) | What % Condition Inspection Annually | Revaluation Frequency (Years) | Adopted Asset Life | Depreciation Method | | |
| ROADS | Roads | Earth Roads | Earth Roads | N | N/A | N/A | N/A | N/A | N/A | N/A | Not Depreciated |
| | Formation | Formation | Formation | Ŷ | N/A | N/A | N/A | N/A | N/A | Indefinite | Not Depreciated |
| KERB & CHANNEL | Roads | Kerb and Channel – All Types | Kerb & Channel | Y | DRC | Condition | 4 | N/A | 4 | 50 | Condition- Based |
| STORMWATER & FLOOD CONTROL | Drainage | Stormwater Pipes | Pipes and Culverts ⁹ | Y | DRC | Age | N/A | N/A | 5 | 80 | Straight-Line |

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Asset Valuation and Revaluation

| | | | | 1. | Valuatio | on Method | Condition A | Assessment | | | | | | | | | | | |
|-------------------------------|--------------|----------------------------------|-------------------------------------|--------------------------|--------------------------|-----------|-------------|------------|--------------------------|--------------------------|--------------------------|--------------------------------------|--------------------------------------|---|----------------------|---|-------------------------------------|-----------------------|------------------------|
| Asset Group ¹ | Category* | Asset Class ⁵ | Asset Class ⁵ | Asset Class ⁵ | Asset Class ⁵ | | | | Asset Class ⁵ | Asset Class ⁵ | Asset Class ⁵ | Recogn ised (Y/N) ⁶ | Fair Value Method ⁷ | If DRC Age-based or Cond-Based | Frequency (Years) | What % Condition Inspection Annually | Revaluation Frequency (Years) | Adopted Asset Life | Depreciation Method |
| STORMWATER & FLOOD CONTROL | Drainage | Stormwater Pits | Pits and Structures ⁹ | Y | DRC | Age | N/A | N/A | 5 | 80 | Straight-Line | | | | | | | | |
| | | Minor Culverts | Pipes and Culverts ⁹ | Y | DRC | Age | N/A | N/A | 5 | 80 | Straight-Line | | | | | | | | |
| | | Bores & Wells | Pump Wells | Y | DRC | Age | N/A | N/A | 5 | 80 | Straight-Line | | | | | | | | |
| | | Open Drains & Channels | Open Drains & Channels | Y | DRC | Age | 5 | N/A | 5 | 80 | Straight-Line | | | | | | | | |
| | | Stormwater GPT | Pits and Structures ⁹ | Y | DRC | Age | N/A | N/A | 5 | 80 | Straight-Line | | | | | | | | |
| | | Retaining Walls & Levee Banks | Retaining Walls and Levee Banks | Y | DRC | Age | 5 | N/A | 5 | 40 | Straight Line | | | | | | | | |
| | | Retention Basins & Wetlands | Basins, Dams & Wetlands | Y | DRC | Age | 5 | N/A | 5 | 80 | Straight Line | | | | | | | | |
| | | Water Pumps & Pump Stations | Pumps and Electricals | Y | DRC | Age | N/A | N/A | 5 | 20 | Straight-Line | | | | | | | | |
| INTANGIBLE ASSETS | Water Rights | Water Rights | Intangible Assets | Y | MV | N/A | N/A | N/A | 1 | N/A | N/A | | | | | | | | |

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Notes:

- 1. Asset Management Plans are typically developed at the Asset Group level.
- 2. Assets will be recognised at the Asset Component level.
- 3. Renewal modelling will typically be considered at the Asset Component level.
- 4. If there is no further Asset Component breakdown in the Asset Hierarchy, then assets will be recognised at the Asset Category level.
- Asset Class is a term defined in Australian Accounting Standards and is used in financial valuation and capitalisation processes. Asset Class
 defines the level at which council's Balance Sheet will be reported (FS Note 6.2). This is also defined in the Asset Group sections of the Asset
 Capitalisation Policy.
- 6. Recognition and revaluation of an individual asset may be at either the Asset Class or the Asset Component level. This is further defined in the Asset Capitalisation Policy.
- 7. Fair Value Acronym Definitions:

DRC = Depreciated Replacement Cost GRC = Gross Replacement Cost (i.e., Recognised but not depreciated) HC = Historical Cost (Held at Cost) MV = Market Value NPV= Net Present Value

- Condition Assessment Frequency The frequency of condition assessment will be linked to the organisation's needs for maintaining currency
 of data and to meet compliance obligations in accordance with Accounting Standards, compliance with other codes such as Urban Drainage
 Manuals etc. (IPWEA Stormwater Drainage Practice Note -5, Section11.4).
- 9. With above note drainage (Pits, Pipes) frequency of 5 yrs. has been taken out of the previous schedule and it is suggested as N/A (As needs basis) in this revision. These will be revalued on straight-line basis and due to the nature of these assets long useful life (80 years) and buried underground. It is recommended to always find data gaps within drainage asset data and based on risk level targeted drainage data capture could be done specific to a location. Also, maintenance team carryout jetting and cleaning of these assets. This means condition assessment on a set frequency is not adopted to entire drainage network.

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Asset Capitalisation

| Council Policy Number | 144 |
|-----------------------|--------------|
| Date adopted | 20 June 2023 |
| Scheduled for review | 20 June 2026 |

1. Purpose

To provide consistent guidelines, in accordance with relevant Accounting Standards and State Government Policy, regarding which Campaspe Shire Council ('Council') assets are to be capitalised (as opposed to expensed).

The policy:

- Specifies the principles for recognising an asset for capitalisation
- States what 'Measurement and Recognition' model Council applies to its assets
- Provides guidance to staff involved in budgeting and expenditure decisions around assets
- Provides direction on responsibilities around asset data management
- Assists staff in determining appropriate funding sources for asset works.

This policy applies to all non-current assets of the Council.

Accounting standards (particularly Australian Accounting Standards Board ('AASB') AASB 116 - Property, Plant and Equipment) require a distinction to be made between expenditure that is consumed immediately in operations (or within one financial year) and expenditure on physical assets that will provide service over more than one financial year, normally many years.

Typical physical non-current assets managed by Council include roads, bridges, footpaths, drains, parks and buildings. Typical non-physical assets managed by Council include software, licenses, water rights, trademarks, copyrights and images.

This policy is to provide staff involved in budgeting and expenditure decisions clear guidance when classifying expenditure in the corporate Finance system. It establishes the capitalisation criteria at the point of recognition of an asset.

The recording of expenditure as an asset means that it is recorded in the Council's balance sheet and the details are entered into the corporate asset register. The process is often referred to as capitalisation. Such expenditure on assets is referred to as capital expenditure.

Importantly, capital expenditure is divided between renewal, upgrade, expansion and new expenditure classifications.

2. Definitions

Asset Recognition Rules

Council Asset Recognition Rules are contained in this policy. These rules outline when expenditure is classed as capital and is required to be recorded on the corporate asset register. The rules are defined principally in physical terms to align with budget setting, assist asset register capture and aid technical staff with decision making.

In general, expenditure that creates a new asset or upgrades / enhances an existing asset is treated as capital expenditure (subject to asset recognition rules).

Where capital expenditure is classed as renewal / replacement of entire asset, the replaced asset is retired from the corporate asset register and the new asset capitalised.

Asset disposals that are not related to renewal works are dealt with under the Council Asset Rationalisation and Disposal Policy.

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| A Non-Current Asset | Any asset which is not expected to be fully consumed, realised, sold or | |
| | otherwise disposed of within one financial year. Not all non-current assets will be capitalised under this policy. | |
| Corporate Asset Register | Asset database containing physical, technical, financial and service level information for each asset. Spatial representation of assets is recorded through GIS software. The assets capitalised under this policy will form a subset of the corporate asset register which should include all non-current assets not just capitalised assets. | olicy |
| Capital Expenditure | Is the expenditure used to create a new assets or to increase the capacity of existing assets beyond the original design capacity or service potential. Capital expenditure increases the value of asset stock. This is determined by the asset recognition rules and expenditure can fall under one of the following categories and includes the entire asset component, where an asset has been componentised: | Council Policy |
| | a) Renewal is expenditure on an existing asset or replacing an existing asset that returns the service capability to its original capacity. | |
| | (Future operating and maintenance expenditure may be reduced if completed at the optimum time, e.g. resurfacing or re-sheeting part of a road network, replacing a section of a drainage network with pipes of the same capacity, resurfacing an oval.) | licy |
| | b) Upgrade is expenditure that – | 0 |
| | enhances an existing asset to provide a higher level of service; or | Council Policy |
| | ii. increases the life of the asset beyond its original life. | 4 |
| | (It will generally increase operating and maintenance expenditure, including depreciation, in the future because of the increase in the council's asset base, e.g., widening the sealed area of an existing road, replacing drainage pipes with pipes of a greater capacity, enlarging a grandstand at a sporting facility, building extension etc.) | Col |
| | c) Expansion is expenditure that extends the capacity of an existing asset to provide benefits to new users at the same standard as is provided to existing beneficiaries. | cy |
| | (It is discretionary expenditure, which increases future operations and maintenance costs, because it increases the organisation's asset base, but may be associated with additional revenue from the new user group, e.g. extending a drainage or road network, the provision of an oval or park in a new suburb for new residents.) | ncil Policy |
| | New is expenditure that creates a new asset that provides a service that does not currently exist. | Cou |
| Operating Expenditure | is recurrent expenditure, which is continuously required to provide a service. It is also any expenditure that does not fall within the asset recognition rules (including expenditure on assets that are not owned or managed by Council). | 0 |
| Maintenance Expenditure | is recurrent expenditure, specifically on an asset, which is periodically required as part of the anticipated schedule of works needed to ensure that the asset achieves its estimated useful life and provides the required level of service. It is expenditure, which was anticipated in determining the assets useful life. It is normally relatively low cost compared to the asset value. Maintenance expenditure includes reactive maintenance and repair or planned maintenance. | Council Policy |
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3. Policy Statement

- 1. The Asset Recognition Matrix below defines how expenditure on assets will be recognised.
- Assets with shared ownership or control will be recognised in proportion to Council's agreed management interest.
- 3. The Asset Recognition Rules define how expenditure is treated financially.
- 4. The responsibility to record and manage assets not recognised under this policy will be defined in the Asset Management Strategy.
- 5. Only assets capitalised under this policy will depreciate and contribute to the determination of available annual renewal funds under the Strategy.

Asset Capitalisation

ASSET RECOGNITION MATRIX The following matrices define the treatment of assets based on management and ownership structures:

| | | | | Asset | Asset Management | | | |
|---|----------|-------------|------------|------------------|------------------|------------------|-----------|------------------------------|
| | | | | Council Leased, | Asset | Other | | |
| | Council | Council | Council | Licenced or | Commercially | (non-commercial) | DEECA | |
| | Managed | Managed | Managed | Agreed (Council | Leased (Council | Lease | Local | |
| Land Ownership | (Direct) | (Delegated) | (Contract) | Lessee/Licensee) | Lessor) | (Council Lessor) | Committee | Other |
| Council Land | + | 1 | 1 | | 2 | 3 | | e |
| Crown Land -Council Committee of | | Ţ | | | 2 | 3 | | c |
| INIAI IAACI IICI II | - | | - | | | | | n |
| Crown Land – Vested | - | • | 1 | | 2 | e | | 3 |
| Crown Land – Lease | 1 | 1 | 1 | | 2 | 3 | | 3 |
| Crown Land – Non-Council Managed Other Committee of Management | | | | 4 | | | 4 | |
| Private Land | | | | 1 | | | | 5 – Proposed Subdivisions |
| Government Road | 1 | | | 1 | | | 4 | |

| | | | | Asset | Asset Management | | | |
|---------------------------------|----------|-------------|------------|--------------------------------|-----------------------|-------------|-----------|-------|
| Mahila/Non-Fiyed Physical Asset | Council | Council | Council | Council Leased, Licenced or | Asset Commercially | Other Lease | DEECA | |
| Ownership | (Direct) | (Delegated) | (Contract) | Lessee/Licensee) | Lessor) | F | Committee | Other |
| Council | 1 | | | | 1* | e | | 3 |
| Private | | | | 9 | | | | |
| | | | | Asset | Asset Management | | | |
| | | | | Council Leased | Asset | | | |

| | Council | Council | Council | Licenced or | Commercially | | DEECA | |
|--------------------------------------|----------|-------------|------------|------------------|-----------------|------------------|-----------|-------|
| a subscription and the second second | Managed | Managed | Managed | Agreed (Council | Leased (Council | Other Lease | Local | |
| Non-Physical Asset Ownership | (Direct) | (Delegated) | (Contract) | Lessee/Licensee) | Lessor) | (Council Lessor) | Committee | Other |
| Council | 1 | | | | 2 | 3 | | 3 |
| Private | | | | 9 | | | | |
| | - 0 | | | | | | 10.00 | |

Expenditure is recognised per Asset Recognition Rules of this policy. (* Due to changes in accounting standards leased assets will be depreciated from 1 July 2019)

Refer to specific agreement in place outlining the treatment of expenditure. If no agreement in place, asset remains on corporate asset register until agreement is in place (peppercom leases). Expenditure is recognised per Asset Recognition Rules of this policy but asset recorded on corporate asset register is not depreciated.

Any expenditure is at Council's discretion and is deemed to be operational. 6 6 4 6 5 .

Assets are not recognised (until a Statement of Compliance is issued).

Assets are not recognised

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4.1 Measurement and Recognition Rules

In accordance with AASB 116:

- An item of property, plant and equipment that qualifies for recognition as an asset shall be measured at its cost.
- b. Notwithstanding this, where an asset is acquired at no cost, or for a nominal cost (as the case with developer and other granted assets), the cost is its fair value as at the date of acquisition.

Assets owned by Council not previously recognised shall be capitalised in line with the requirements of AASB 116. New assets will be allocated an ID number before being added to the asset register.

4.2 Recognition Cost

AASB 116 defines the cost of an item of property, plant and equipment as comprising:

- a) Its purchase price, including import duties and non-refundable purchase taxes, after deducting trade discounts and rebates;
- Any costs directly attributable to bring the assets to the location and condition necessary for it to be capable of operating in the manner intended by management;
- c) The initial estimate of the costs of dismantling and removing the item and restoring the site on which it is located, the obligation for which an entity incurred either when the item is acquired or as a consequence of having used the item during a particular period for purposes other than to produce inventories during that period.¹

Examples of costs that are not costs of an item of property, plant and equipment are:

- a) Costs of opening a new facility;
- b) Costs of introducing a new product or service (including advertising);
- c) Costs of conducting business in a new location;

| Activity | 1 | Recurrent Expenditure | Capital Expenditure ² |
|-------------------|--|--------------------------|-------------------------------------|
| | ities prior to decision made to proceed with investment including: | ~ | |
| | Strategic planning reports Project feasibility planning and investigation | | |
| All activ | ities following decision made to proceed with investment g: | | ~ |
| | Planning approvals | | |
| • | Survey and design | | |
| | Professional fees | | |
| • | Site preparation | | |
| • | Construction | | |
| • | Contract payments (excluding compensation payments) | | |
| • | Council direct costs, wages, salaries, plant hire, materials, on- costs | | |
| | Administration and other general overhead costs. | | |
| | Supervision | | |
| | Transport, installation, assembly and testing | | |
| | Project Management | | |
| Future applica | dismantling and removing item and site restoration (where ble) | | |

1. AASB, 2004, Framework for the Preparation and Presentation of Financial Statements, para 89

2. Capital expenditure subject to expenditure recognition criteria section of this policy

Council Policy

4.3 Work In-Progress

Work-in-progress shall be monitored and reviewed regularly to determine whether development costs for projects should be capitalised upon completion. In line with best practice, Project Managers are required to send Asset Transfer Forms and Project Completion Certificates to the Assets Department as soon as a project is finalised. This ensures development costs ready to be capitalised commence with an accurate useful life.

The [insert title of asset officers] will review the Asset Transfer Forms and Project Completion certificates, and capitalise the project developments adding the new assets to the asset register

The Finance Manager is notified of Project Completion Certificates being uploaded onto the Asset Management System. The Work-in-Progress General Ledger is reviewed by the Management Accountant and recently completed projects capitalised are removed from the ledger.

See Appendix A for Work-In-Progress Flowchart.

4.4 Materiality

AASB outlines information is material if its omission, misstatement or non-disclosure has the potential, individually or collectively, to:

- a) influence the economic decisions of users taken on the basis of the financial statements; or
- b) affect the discharge of accountability by the management of governing body of the entity.

Materiality can depend on the size and nature of the omission or misstatement judged in surrounding circumstances.

Based on the materiality level set, it is not necessary to recognise and capitalise every potential non-current asset. For example expenditure of items of capital nature may only have a useful life greater than 12 months but its value is minor and would not affect the economic decisions of the Council if not capitalised. For example, a calculator, office lamp or keyboard. When such expenses are immaterial and not capitalised, they are expensed and coded as minor, low value or miscellaneous assets.

The purpose of setting a threshold is to minimise the expense, time and effort associated with maintaining the asset register. This must be balanced with the need to expense items through depreciation.

Care should be taken when determining capital expenses, which alone, would normally be under the threshold. However, if they form part of a collection or group of assets with a total value that is material could be capitalised as part of a project. For example painting on its own would normally be expenses but if it was to upgrade a company vehicle, it would be deemed material and capitalised.

Asset class capitalisation thresholds are contained in the Capitalisation Thresholds table in Appendix B.

4. Exclusions

Nil

5. Human Rights

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

6. Related Legislation

Legislative requirements which Council must comply with include:

The Local Government Act 2020, Section 98 provides that Council must prepare Financial Statements in accordance with the Act.

Australian Accounting Standards Board (AASB). This policy has been developed in accordance with the following AASB Standards

- AASB 116 Property Plant & Equipment
- AASB 1041 Revaluation of Non-current Assets
- AASB 136 Impairment of Assets
- AASB 1049 Whole of Government and General Government Sector Financial Reporting

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Additional guidance material is available including:

- Australian Infrastructure Financial Management Manual (2015)
- Victorian Auditor-General's Office issues annual reports on the results of Local Government
- Audits, including comments and recommendations regarding aspects of asset valuation practice.
- Department of Treasury and Finance issues financial reporting directions and financial reporting guidance notes, some of which are applicable to Local Government.
- Local Government Victoria Local Government Asset Management Better Practice Guide.

7. Related Policies, Procedures and Strategies

Nil

8. Attachments

Asset Recognition Rules

9. Review Period,

Responsible officer

Three years

10. 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.

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11. Approval History

| Adopted | 11 September 2013 |
|----------|-------------------|
| Reviewed | 14 December 2016 |
| Reviewed | 19 February 2019 |
| Revised | 23 June 2020 |
| Revised | 1 March 2021 |
| | |

Revised 20 June 2023

Chief Executive Officer:

Date:

Council Policy

Executive Management Group Executive Management Group Minutes Book Reference No 404 (item 7.2) Minute Book Reference No 2221 (Item 9.6) Administrative update to apply consistent reference to Campaspe Shire Council ('Council') Campaspe Shire Council ('Council') Meeting Resolution

Asset Manager and Chief Financial Officer (CFO)



Asset Capitalisation

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| | | | | | Valuatio | on Method | Condition A | Assessment | | | |
|--------------------------|--|------------------------------|--------------------------------------|--------------------------------------|------------------------------|---|----------------------|---|-------------------------------------|-----------------------|------------------------|
| Asset Group ¹ | Asset Category 4 | Asset Component ² | Asset Class ⁵ | Recogn ised (Y/N) ⁶ | Fair Value Method 7 | If DRC Age-based or Cond- Based | Frequency (Years) | What % Condition Inspection Annually | Revaluation Frequency (Years) | Adopted Asset Life | Depreciation Method |
| SWIMMING POOLS | Recreational, Leisure and Community | Pool Structure (Shell) | Swimming Pools | Y | DRC | Condition | 3 | N/A | 3 | 80 | Condition- Based |
| | | Water Treatment Systems | Swimming Pools | Y | DRC | N/A | 3 | N/A | 3 | 1-50 | Straight-Line |
| | | Water Treatment Facility | Swimming Pools | Y | DRC | N/A | 3 | N/A | 3 | 20 | Straight-Line |
| | Pools Surrounds & Equipment | Pool Structures | Swimming Pools | Y | DRC | Condition | 3 | N/A | 3 | 5-80 | Condition- Based |
| BRIDGES | Bridges (Incl. Major Culverts, Footbridges | Super-Structure | Bridges | Y | DRC | Condition | 3 | 33 | 3 | 100 | Condition- Based |
| | & boardwalks) | Major Culverts | Bridges | Y | DRC | Condition | 3 | 33 | 3 | 100 | Condition- Based. |
| | | Super-Structure | Footbridges & boardwalks | Y | DRC | Condition | 3 | N/A | 3 | 50 | Condition- Based |
| ARTWORKS, MONUMENTS, | Artworks | Artworks | Artworks | Y | нс | N/A | N/A | N/A | N/A | N/A | Not Depreciated |
| ARTEFACTS & EXHIBITS | Artefacts & Exhibits (Furniture & Equipment) | Building Equipment | Artefacts & Exhibits | Y | нс | N/A | N/A | N/A | N/A | 5-20 | Straight-Line |
| | Other Infrastructure | Statues & Monuments | Monuments, Statues & Fountains | Y | нс | Age | N/A | N/A | N/A | 100 | Straight-Line |

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| | | | | | Valuatio | on Method | Condition A | ssessment | | | |
|--------------------------|----------------------------------|------------------------------|--------------------------|--------------------------------------|------------------------------|---|----------------------|---|-------------------------------------|-----------------------|---------------------|
| Asset Group ¹ | Asset Category * | Asset Component ² | Asset Class ⁵ | Recogn ised (Y/N) ⁶ | Fair Value Method 7 | If DRC Age-based or Cond- Based | Frequency (Years) | What % Condition Inspection Annually | Revaluation Frequency (Years) | Adopted Asset Life | Depreciation Method |
| | Other Infrastructure | Plaques | Plaques | N | N/A | N/A | N/A | N/A | N/A | N/A | N/A |
| | Fountains & Water Features | Drinking Fountains | Drinking Fountains | N | N/A | N/A | N/A | N/A | N/A | N/A | N/A |
| | | Water Features | Water Features | N | N/A | N/A | N/A | N/A | N/A | N/A | N/A |
| FOOTPATHS & CYCLEWAYS | Footpaths & Cycleways | Footpaths & Cycleways | Footpaths & Cycleways | Y | DRC | Condition | 5 | N/A | 5 | 50 | Condition-Based |
| PLANT & EQUIPMENT | Plant and Equipment | Plant - Heavy | Plant and Equipment | Y | нс | Age | N/A | N/A | N/A | 3 - 10 | Straight-Line |
| | | Plant - Minor | Plant and Equipment | Y | нс | Age | N/A | N/A | N/A | 1-5 | Straight-Line |
| | | Fleet & Light Vehicles | Plant and Equipment | Y | нс | Age | N/A | N/A | N/A | 3 - 5 | Straight-Line |

Asset Capitalisation

| | | | | | Valuatio | n Method | Condition A | Assessment | | | |
|--------------------------|-----------------------------------|--------------------------------------|--------------------------|--------------------------------------|-----------------------------------|---|----------------------|---|-------------------------------------|-----------------------|------------------------|
| Asset Group ¹ | Asset Category 4 | Asset Component ² | Asset Class ⁵ | Recogn ised (Y/N) ⁶ | Fair Value Method ⁷ | If DRC Age-based or Cond-Based | Frequency (Years) | What % Condition Inspection Annually | Revaluation Frequency (Years) | Adopted Asset Life | Depreciation Method |
| | Fittings Furniture & Equipment | Furniture & Office Equipment | Plant and Equipment | Y | нс | Age | N/A | N/A | N/A | 3 - 15 | Straight-Line |
| | Heritage Plant & Equipment | Heritage Plant & Equipment | Plant and Equipment | Y | DRC | Age | N/A | N/A | N/A | 100 | Straight-Line |
| | Computers & Telecommunications | Computers & Telecommunications | Plant and Equipment | Y | нс | Age | N/A | N/A | N/A | 4 | Straight-Line |
| BUILDINGS | Buildings | Structure – Long Life | Buildings | Y | DRC | Condition | 3 | N/A | 3 | 75 | Condition-Based |
| | | Structure – Short Life | Buildings | Y | DRC | Condition | 3 | N/A | 3 | 25-50 | Condition-Based |
| | | Other Structures (Town Entrances) | Buildings | Y | DRC | Condition | 3 | N/A | 3 | 25-50 | Condition-Based |
| Buildings | Investments Properties | Structure – Long Life | Investments Buildings | Y | DRC/MV | Condition | 3 | N/A | 1 | 75 | Condition-Based |

Asset Capitalisation

| | | | | | Valuatio | on Method | Condition A | ssessment | | | |
|--------------------------|--------------------------------|----------------------------------|--------------------------|--------------------------------------|------------------------------|---|----------------------|---|-------------------------------------|-----------------------|------------------------|
| Asset Group ¹ | Asset Category ⁴ | Asset Component ² | Asset Class ⁵ | Recogn ised (Y/N) ⁶ | Fair Value Method 7 | If DRC Age-based or Cond- Based | Frequency (Years) | What % Condition Inspection Annually | Revaluation Frequency (Years) | Adopted Asset Life | Depreciation Method |
| LAND | Land | Land – Crown Land | Land | Y | MV | N/A | N/A | N/A | 3 | Indefinite | Not Depreciated |
| | | Land – Council Owned | Land | Y | MV | N/A | N/A | N/A | 3 | Indefinite | Not Depreciated |
| | | Land Improvements | Land | Y | M/V | N/A | N/A | N/A | N/A | 1-50 | Straight Line |
| | | Land Under Roads | Land | Y | MV | N/A | N/A | N/A | 3 | Indefinite | Not Depreciated |
| OPEN SPACES | OPEN SPACES, PARKS & | Irrigation- Miscellaneous | Irrigation | Y | DRC | Age | N/A | N/A | 3 | 25 | Straight-Line |
| | STREETSCAPES | Standpipes | Standpipes | N | N/A | N/A | N/A | N/A | N/A | N/A | N/A |
| | Exercise Equipment | Park Equipment | Exercise equipment | Y | DRC | Condition | N/A | N/A | N/A | 20 | Straight-Line |
| | Playgrounds (play areas) | Playgrounds | Playgrounds | Y | DRC | Condition | 1 | N/A | 3 | 30 | Condition-Based |
| | Public Furniture & | Benches, Tables & Picnic Sets | Furniture | N | N/A. | N/A | N/A | N/A | N/A | N/A | N/A |
| | Fixtures | Bins & Surrounds | Furniture | N | N/A | N/A | N/A | N/A | N/A | N/A | N/A |
| | | Barbeques | Barbeques | Y | DRC | Condition | 3 | N/A | 3 | 10 | Condition-Based |
| | Skate Parks | Skate Parks | Skate Parks | Y | DRC | Condition | 3 | N/A | 3 | 80 | Condition-Based |

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| | | | | | Valuati | on Method | Condition A | Assessment | | | |
|--------------------------|-------------------------|--------------------------------|-----------------------------------|-----------------------------------|------------------------------|---|----------------------|---|-------------------------------------|-----------------------|------------------------|
| Asset Group ¹ | Asset Category 4 | Asset Component ² | Asset Class ⁵ | Recogn ised (Y/N) ⁶ | Fair Value Method 7 | lf DRC Age-based or Cond- Based | Frequency (Years) | What % Condition Inspection Annually | Revaluation Frequency (Years) | Adopted Asset Life | Depreciation Method |
| OTHER INFRASTRUCTURE | Other Infrastructure | Bus Stops | Bus Stops | N | N/A | N/A | N/A | N/A | N/A | N/A | N/A |
| | | Fences & Bollards | Fences & Bollards | Y | DRC | Age | N/A | N/A | N/A | 50 | Straight Line |
| | | Parking Meters | Parking Meters | Y | DRC | Age | N/A | N/A | N/A | 15 | Straight Line |
| | | Guard Rails | Guard Rails | N | N/A | N/A | N/A | N/A | N/A | N/A | N/A |
| | | Bus Shelters | Bus Shelters | N | N/A | N/A | N/A | N/A | N/A | N/A | N/A |
| | | Railway | Railway | Y | DRC | Age | N/A | N/A | N/A | 100 | Straight Line |
| | | Signs | Signs | y | DRC | Age | N/A | N/A | N/A | 20 | Straight Line |
| Marine Structures | | Pontoons, Wharves & Jetties | Pontoons, Wharves & Jetties | Y | DRC | Condition | 5 | N/A | 5 | 80 | Condition- Based |

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| | | | | | Valuatio | n Method | Condition | Assessment | | | |
|---|--|------------------------------|--------------------------|--------------------------------------|--------------------------------------|---|----------------------|---|-------------------------------------|-----------------------|------------------------|
| Asset Group ¹ | Asset Category ⁴ | Asset Component ² | Asset Class ⁵ | Recogn ised (Y/N) ⁶ | Fair Value Method ⁷ | lf DRC Age-based or Cond-Based | Frequency (Years) | What % Condition Inspection Annually | Revaluation Frequency (Years) | Adopted Asset Life | Depreciation Method |
| Recreational, Leisure and Community | Sports Courts | Park Active Area | Sports Courts | Y | DRC | Condition | 5 | N/A | 5 | 25 - 50 | Condition- Based |
| | Sports Infrastructure (Scoreboards, goal posts) | Park Equipment | Sports Infrastructure | Y | DRC | Condition | 5 | N/A | 5 | 20 | Condition- Based |
| | Sports Lighting | Lighting Main | Sports Lighting | Y | DRC | Condition | 3 | N/A | 3 | 30 | Straight Line |
| | Roads Unsealed Roads (Inc. | Surface Main - Asphalt | Surface | Y | DRC | Condition | 4 | N/A | 4 | 20 | Condition- Based |
| | internal roads and | Surface Main– Spray Seals | Surface | Y | DRC | Condition | 4 | N/A | 4 | 15 | Condition- Based |
| | Unsealed runways and Car Parks) | Pavement | Pavement | Y | DRC | Condition | 4 | N/A | 4 | 80 | Condition- Based |
| | | Gravel Roads | Gravel Pavement | Y | DRC | Condition | 2 | N/A | 4 | 15 | Condition Based |
| | | Shoulders | Shoulders | Y | DRC | Condition | 4 | N/A | 4 | 15 | Condition Based |

Asset Capitalisation

| | | Asset Component ² | Asset Class ^s | Recogn ised (Y/N) ⁶ | Valuation Method | | Condition Assessment | | | | |
|-------------------------------|--------------------------------|---------------------------------|------------------------------------|--------------------------------------|--------------------------------------|---|----------------------|---|-------------------------------------|-----------------------|------------------------|
| Asset Group ¹ | Asset Category ⁴ | | | | Fair Value Method ⁷ | If DRC Age-based or Cond- Based | Frequency (Years) | What % Condition Inspection Annually | Revaluation Frequency (Years) | Adopted Asset Life | Depreciation Method |
| ROADS | Roads | Earth Roads | Earth Roads | N | N/A | N/A | N/A | N/A | N/A | N/A | Not Depreciated |
| | Formation | Formation | Formation | Y | N/A | N/A | N/A | N/A | N/A | Indefinite | Not Depreciated |
| KERB & CHANNEL | Roads | Kerb and Channel – All Types | Kerb & Channel | Y | DRC | Condition | 4 | N/A | 4 | 50 | Condition- Based |
| STORMWATER & FLOOD CONTROL | Drainage | Stormwater Pipes | Pipes and Culverts ⁹ | Y | DRC | Age | N/A | N/A | 5 | 80 | Straight-Line |



Asset Management Policy



1. Purpose

The purpose of this policy is to define a broad framework and principles for sustainable and effective management of Council's assets to meet current and future needs of the community.

This policy outlines the principles and assigns responsibilities for how the Campaspe Shire Council will manage its assets to comply with good governance and in line with applicable legislation and regulations.

2. Scope

This policy applies to assets of a physical nature, owned or controlled by Council throughout the Shire of Campaspe area that:

- are used by the community.
- support the delivery of services provided for the benefit of the community or
- are held by Council for future use.

The policy applies to all Councillors and employees (including full time, part time, casual employees, agency staff and students), involved in the creation, operational maintenance, upgrade, renewal, purchase and rationalisation of Council assets.

3. Policy Statement

Council is committed to meeting the expectations of the present and future community for the delivery of asset-based services at the lowest long-term economic and environmental costs, through the development and implementation of appropriate asset management practices.

All areas of Council are involved in asset management, this includes areas which plan services, provide services, manage assets and financial functions. Councils' sustainability will be considered when making decisions related to assets.

To achieve this policy Council will adhere to the following principles:

- 1. Service delivery requirements will be considered when making decisions about assets.
- 2. Asset management planning will be linked to long-term financial planning.
- 3. The use of financial resources will be directed to assets required to deliver agreed levels of services before considering upgrades to existing assets or acquisition/development of new assets.
- 4. Assets will not automatically be replaced at the end of their useful life.
- 5. Cyclical reviews will be applied to all asset classes to ensure that assets are managed, valued and depreciated in accordance with best practice and accounting standards.

4. Principals

Principle 1 – Service delivery requirements will be considered when making decisions about assets.

Before adding an asset to the renewal schedule the requirements of the key service(s) that utilise the asset will be considered. Consultation with the relevant service manager will be undertaken to establish the requirements in relation to asset renewal.

Principle 2 - Asset management planning will be linked to long-term financial planning.

Linking asset management planning to long-term financial planning recognises that this is an essential part of infrastructure management and good governance. Long term planning includes capital renewal or Council Policy

Council Policy

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replacement, disposal, acquisition, costs of collecting data on the condition of assets and operating and maintenance costs.

Principle 3 - The use of financial resources will be directed to assets required to deliver agreed levels of services before considering upgrades to existing assets or acquisition/development of new assets.

Through councils planning processes financial resources will be directed towards renewal expenditure to enable the delivery of agreed levels of services. Then consideration will be given to the upgrade/expansion of existing assets or the acquisition/development of new assets to meet expanding community needs.

Principle 4 - Assets will not automatically be replaced at the end of their useful life.

Council should only own, provide, operate and maintain asset which meet agreed service levels. Service planning may identify assets that are surplus to needs because the service(s) they support is no longer required by the community, no longer exists or the service can be delivered differently. In these circumstances it may be appropriate to dispose of the asset after engaging with relevant stakeholders, freeing up resources that can be directed to required assets.

Principle 5 - Cyclical reviews will be applied to all asset classes to ensure that assets are managed, valued, and depreciated in accordance with best practice and accounting standards.

Accurate and current data will be maintained in the asset management system for each class of assets. This will be managed by conducting regular asset condition reviews to ascertain where the asset sits within its useful life.

4.1. Roles and responsibilities

Council recognises that asset management requires a "whole of organisation" approach and involves the participation of, and is the responsibility of Council, Executive and other staff. To achieve this, the following key roles and responsibilities are identified.

Council

- Act as overall stewards for infrastructure assets that are owned or controlled by Council.
- Commitment to sustainable asset management principles through the incorporation into the Council Plan.
- Approve appropriate resources for asset management activities in the Long-Term Financial Plan and the Annual Budget.
- Review and adopt the Asset Plan to comply with the Local Government Act 2020.

Executive Leadership Team

- Provide leadership and direction in the implementation of the Asset Management Policy and Strategy.
- Ensure that community needs and the outcomes of service reviews are incorporated into asset management planning.
- Ensure assets are managed in accordance with relevant legislation, best practice, and comply with legal obligations.
- To ensure that the training needs of Councillors and staff in financial and asset management practices are provided.

Asset Management Steering Committee

- Promote and raise awareness of asset management within the organisation.
- Monitor the development and implementation of asset management improvements.

Council Policy

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- Monitor and review the implementation of the Asset Management Policy and Asset Management Strategy.
- Review and report to Council yearly on the "state of the assets", sustainability of asset services, and expenditure in terms of operational, maintenance, renewal and/or upgrade.
- Ensure that community needs and the outcomes of service reviews are incorporated into asset management plans.

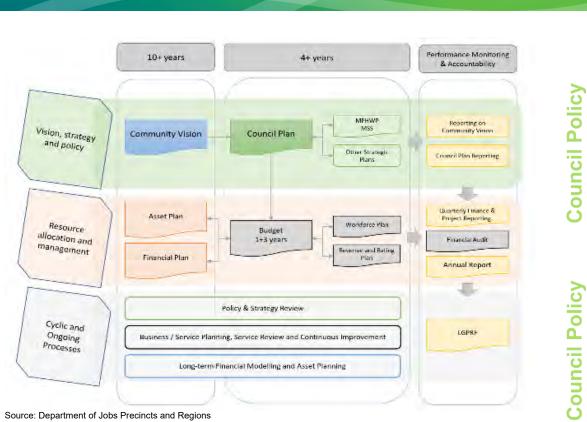
Strategic Asset Management Team

- Review the Asset Management Policy and Asset Management Strategy as required.
- Lead the development and review of Councils Asset Plan following an election.
- Develop procedures to guide asset management processes.
- Review existing or develop asset management plans for individual asset classes and present to the Asset Management Steering Committee and Executive Leadership Team for review. Then to Council for endorsement.
- Ensure that the Asset Management System data is correct and kept up to date.
- Generate asset lists based on condition data to inform the annual and 10-year capital works programs and maintenance works.
- In collaboration with the Finance team prepare and present a paper to the audit and risk committee prior to 30 June each year that outlines the:
 - requirements of council's Asset Accounting Policy with respect to property, infrastructure assets, plant and equipment.
 - approach to assessing the fair value of each class of property, infrastructure assets, plant and equipment, including the engagement of an expert valuer (where applicable) and key milestones.
 - likely outcomes for the respective reporting cycle (expected movements in fair value and resultant impact on the financial report).

4.2. Key asset management documents

The integrated planning framework that applies to local government in Victoria outlines how Councils develop the strategies and policies that guide the delivery of services. Underneath this framework sits Councils Asset Management Framework.

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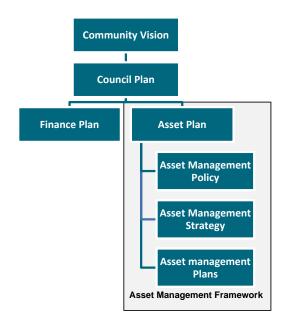


Source: Department of Jobs Precincts and Regions

Draft Asset Management

The figure below shows the components of the Asset Management Framework and the documents within the framework that guide asset management practices.

This policy is one of a suite of documents that guides Councils asset management practices.



Council Policy

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Draft Asset Management

Recognition of Assets Matrix 4.3.

| | Asset Manager | nent | | | | | | |
|--|--------------------------------|-----------------------------------|----------------------------------|--|--|--|---|--------------------------|
| Land Ownership | Council Managed (Direct) | Council Managed (Delegated) | Council Managed (Contract) | Council Leased, Licenced or Agreed (Council Lessee/Licensee) | Asset Commercially Leased (Council Lessor) | Other (non- commercial) Lease (Council Lessor) | DEECA or DEECA Local Committee | Other |
| Council Land | | | | | | | | |
| Crown Land - | | | | | | | | |
| Shire of Campaspe Committee of | | | | | | | | |
| Management Crown Land – Vested | | | | | | | | |
| Crown Land – Lease | | | | | | | | |
| Crown Land–Non-Council Managed | | | | | | | | |
| Private Land | | | | | | | | Proposed Subdivisions |
| Government Road* | | | | | | | | |
| | | | | | | | | |
| | Asset Manager | nent | | | | | | |
| Mobile/Non-Fixed Physical Asset Ownership | Council Managed (Direct) | Council Managed (Delegated) | Council Managed (Contract) | Council Leased, Licenced or Agreed (Council Lessee/Licensee) | Asset Commercially Leased (Council | Other Lease (Council | DEECA or DEECA Local Committee | Other |

| | Asset Manager | nent | | | | | |
|--|--------------------------------|-----------------------------------|----------------------------------|--|---------------------------------|---|-------|
| Mobile/Non-Fixed Physical Asset Ownership | Council Managed (Direct) | Council Managed (Delegated) | Council Managed (Contract) | Council Leased, Licenced or Agreed (Council Lessee/Licensee) | Other Lease (Council Lessor) | DEECA or DEECA Local Committee | Other |
| Council | | | | | | | |
| Private | | | | | | | |

| | Asset Managen | nent | | | | | | |
|--------------------------------|--------------------------------|-----------------------------------|----------------------------------|--|--|---------------------------------|---|-------|
| Other Physical Asset Ownership | Council Managed (Direct) | Council Managed (Delegated) | Council Managed (Contract) | Council Leased, Licenced or Agreed (Council Lessee/Licensee) | Asset Commercially Leased (Council Lessor) | Other Lease (Council Lessor) | DEECA or DEECA Local Committee | Other |
| Council | | | | | | | | |
| Private | | | | | | | | |

| | Assets in these categories will be included in the Asset System Assets in these categories will be included in the Asset System (with management as per lease or formal agreement) |
|--|--|
| | Assets in these categories will not be included in the Asset System |
| | Assets in these categories will be included in the Asset System as 'Proposed Assets' to be confirmed as Council Assets once subdivision gains Statement of Compliance Scenario is not possible |

* Note that further to Government Roads 'Freehold Roads' exist under the local Government Act 1958. These are extremely complex and where these are identified Council's Asset Management obligations will need to be determined in each individual case.

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5. Definitions

Terms and definitions used in this policy include:

| Term | Details |
|------------------------|--|
| Asset | An item or thing that has potential value to an organisation and for which the organisation has a responsibility. An asset includes roads, bridges, buildings, footpaths and sporting facilities and playgrounds and many more. |
| Asset condition review | The process of inspection, assessment and interpretation of the resulting data to indicate what maintenance or other works are needed to return the asset to its original potential. |
| Asset class | A group of assets having common characteristics. |
| Asset management | The combination of management, financial, economic, engineering and other practices applied to assets with the objective of providing the required level of service in the most cost-effective manner. |
| Asset system | An electronic system that records all the information related to an asset to enable informed decision making. |
| Level of service | A defined quality for a service/activity against which service performance can be measured. |
| New asset | An asset that did not exist before and has been newly created or acquired for the first time. |
| Renewal works | Works required to return an asset to its 'as new' condition |
| Service manager | The council manager that leads the provision of a service to the community. |
| Stakeholders | A stakeholder is an individual or group that has an interest in or is affected by any decision or activity of an organisation. Stakeholders could be, but are not limited to; community member/s or group/s, Councilors, other levels of government and other agencies. |
| Upgrade works | Works that increase the capacity of an asset or increase the amount of service that can be delivered from the asset. |

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.

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Draft Asset Management

Policy Information

| Document Number: | ECM Number when | finalised | | | |
|--------------------------------|---|----------------------------------|---------------------|--|--|
| Document Type: | Council Policy | | | | |
| Document Status: | In Draft (New Polic | ;y) | | | |
| Policy Owner (by position): | Manager Strategic Assets | | | | |
| 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: | 20/08/2028 | | | | |
| Related Legislation: | Local Government A Victorian Charter of I Gender Equality Act Victorian Disability A | Human Rights and Respons 2020 | sibilities Act 2006 | | |
| Related Strategic Documents, | Council Plan 2021-2 | 025 | | | |
| Policies, or Procedures | Finance Plan | | | | |
| | Asset Plan 2022-203 | | | | |
| | Asset Management Strategy | | | | |
| Attachments: | Asset Management | rians | | | |
| | Nil | | | | |
| Date Rescinded: | Not Applicable 🛛 | | | | |

| Approval History: Date: | Reason for review |
|-------------------------|---|
| 20/08/2024 | New policy – replaces the Asset Rationalisation Policy and the Sustainable Asset Management Policy which are to be rescinded. |
| | |

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.

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Council Policy

Sustainable Asset Management

Council Policy Number

Date adopted

091

Scheduled for review

17 February 2021 February 2025



Preamble 1.

The 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 these services are managed in a sustainable manner over the long term.

2. Purpose

To set out the basis on which Council manages the assets in its care.

| 3. | Definitions | |
|--------|----------------------|--|
| Asset | | A resource controlled by Council from which future economic, social and environmental benefits or service potential are expected to flow to the municipality or the community. |
| Asset | Condition Assessment | The process of inspection, assessment, measurement and interpretation of the resultant data to indicate the condition of a specific asset to determine the need for some remedial action. |
| Asset | Management | The combination of management, financial, economic, engineering and other practices applied to assets with the objective of providing the required level of service in the most cost effective manner. |
| Asset | Management Plan | A plan developed for the management of one or more assets that combines multi-disciplinary management techniques (including technical and financial) over the lifecycle in the most cost-effective manner to provide a level of service. |
| Asset | Management Strategy | A strategy for asset management to ensure that the desired levels of service and other operational objectives are achieved at optimum cost. |
| Asset | System | A record of asset information considered worthy of separate identification including inventory, historical, condition, construction, technical and financial information about each. |
| Comn | nunity | People who live, work or spend significant time in the municipality. |
| Contro | ol of an Asset | The capacity of an entity to benefit from the asset in the pursuit of the entity's objectives and to deny or regulate the access of others to that benefit. |
| Finano | cially Sustainable | That sufficient funds are available in each year of Council's long-term financial planning period to meet all resource and financial obligations, such that Council's endorsed service and infrastructure levels/standards can be maintained. |
| Fixed | Asset | Also referred to as Infrastructure. An asset that is fixed in place and cannot be easily moved from its constructed location. Infrastructure includes buildings, sports fields and courts, playgrounds or other facilities. These assets support the provision of services. Infrastructure also refers to a network of reticulated services such as roads, footpaths or drainage, etc. |
| Intang | ible Asset | Referred to in this policy as a non-physical asset. An identifiable non- monetary asset without physical substance. This could include trademarks, copyrights, and water rights. |

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| Level of Service | The defined service quality for a particular service/activity against which service performance may be measured. Service levels usually relate to quality, quantity, reliability, responsiveness, environmental impact, satisfaction and cost. |
|---------------------|--|
| Mobile Asset | An asset that is not fixed in place or can be easily moved. This would include plant and equipment, office furniture, computers and fleet. |
| New Asset | Refers to an asset that has been created, produced or introduced for the first time, not existing before. |
| Plant and Equipment | Tangible items that are held for use in the production or supply of goods or services, for rental to others, or for administrative purposes; and are expected to be used during more than one accounting period. |
| Renewal | Refers to works required or undertaken to return the asset to its "as-new" condition. |
| Service Manager | The manager in Council that leads the provision of services for an activity or service. (e.g.: Asset Manager leads the provision of road services to the community). |
| Upgrade | With respect to any physical asset, any physical enhancement or series of physical enhancements, including any such physical enhancements that would increase the product or service it provides. |

4. Policy Statement

Sustainable Asset Management

The purpose of this policy is to set out Council's approach to management of its assets in a sustainable manner that provides ongoing support in meeting community needs through balanced consideration of technical standards, levels of service and whole of life costs.

In pursuit of Infrastructure Asset Management best practice, the following key principles will apply in relation to Asset Management at Council:

- a. Service delivery needs form the basis of asset management;
- b. Integrating asset management with corporate, financial, business and budgetary planning;
- c. Informed decision-making, incorporating a life-cycle approach to asset management;
- d. Pursuing sustainability, providing for present needs while sustaining resources for future generations.

4.1 Asset Management Principles

Asset Management involves all areas of Council including those that plan services, provide services, manage assets and manage financial functions. Asset Management is a key element of Council's integrated planning. Council will ensure that when considering the social, environmental, financial and organisational impacts of any decision they will also properly consider the impact on Council's services and the assets that support them.

Council, over the next ten years is likely to have a renewal gap which means the cost to replace or renew current assets potentially outstrips Council's ability to fund them. As such any decisions in relation to assets has a practical impact on Council's sustainability. It is not in the community's interests for asset based decisions to be made that are ultimately undermining, limiting or eliminating Council's ability to maintain its operations.

To achieve the purposes of this policy Council will:

- a. Link asset management planning to long-term financial planning, recognising that this is an essential part of infrastructure management and good governance.
 - i. Long term plans will include capital renewal or replacement, disposal, acquisition, costs for condition assessments, annual operation and maintenance.
- b. Review and adopt annually a 10 year capital program based on all available condition and age data.
- c. Create and maintain Asset Management Plans for each assets group that come from the service plans/Levels of Service developed by service managers with oversight by the General Manager Infrastructure.

Council Policy

- d. Deliver financially sustainable services by prioritising capital expenditure for infrastructure renewal over expenditure for upgrading, expansion or acquisition of assets.
- e. Where necessary projects for upgraded or new assets may be ceased or not entered in to in order to free up resources to renew assets.
- f. Asset upgrade or addition must only take place after reviewing other alternatives for service or asset provision.
 - Such review must include whole of life costs; and
 - ii. Assets that can be disposed, retired, sold or downgraded in order to contribute savings or capital to the costs of new or upgraded assets.
- g. Any asset renewal will first consider the requirements of Policy 118 (Asset Rationalisation) to ensure the relevance of the asset, or service it is related to.
- h. Continue to invest in the advancement of Asset Management maturity including requirements for adequate resources (people, systems, processes,) staff training, succession planning and data and intelligence gathering.
- i. The Asset Management System developed and operated by Council will be in line with the International Infrastructure Management Manual ('IIMM') and ISO 55000.

Key Council documents relating to asset management and service include:

- Council Plan 2017-2021
- Asset Management Strategy
- Policy 144 Asset Capitalisation
- Policy 136 Asset Valuation
- Policy 118 Asset Rationalisation
- Policy 157 Places of Assembly/Community Facilities
- Policy 66 Best Value
- Service Plans
- Asset Management Plans
- Long Term Financial Plan

4.2 Assets Managed by Council

Council deals with assets that exist under a range of ownership and management arrangements. The matrix in Attachment A identifies the situations under which an asset will be considered relevant to Council's asset management processes and shows which of these should be recorded in Council's asset management systems. Importantly, this matrix makes no distinction based on the value of the asset being considered.

4.3 Asset Management Framework

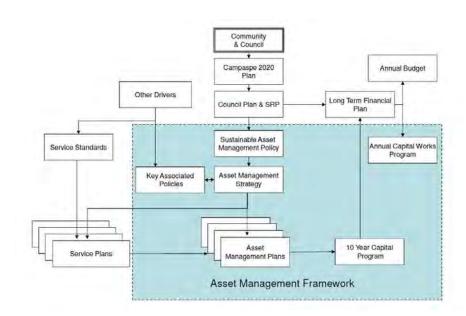
Asset Management underpins Council's other strategic frameworks by ensuring that appropriate infrastructure is developed and maintained for the delivery of programs, services and activities to the community.

The structure of Asset Management within Council works through association with various plans and documents as represented in the following diagram. Where a plan or document does not currently exist it shall be developed to comply with this policy.

Each document has a specific purpose and represents a different level of detail relevant to asset management practice and processes within Council.







4.4 Policy Commitment

Asset management and related financial planning will be a 'whole of organisation' function. To achieve this Council will:

- a. Establish and operate an Asset Management Steering Committee to oversee and promote the best practice Asset Management function throughout Council.
- b. Demonstrate commitment to developing and improving Asset Management in the business through adequate investment and demonstrable advancement of system maturity.
- c. Review internal asset management skills.
- d. Identify gaps between asset management capability and needs and take action to close the gaps.
- e. Develop and implement a program to raise Council's awareness and understanding of asset management principles, its importance, and Council's progress in implementing its adopted strategies.
- f. Participate in and contribute to regional and industry asset management forums.
- g. Ensure services identify their current and future asset needs to support the delivery of agreed service levels.

4.5 Responsibilities

Roles and responsibilities for delivering Council's Asset Management functions will be clearly defined and documented in Council's Asset Management Strategy and the matrix (Appendix A).

5. Exclusions

Nil

6. Human Rights

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

7. Related Legislation

Local Government Act 2020

Council Policy

policy 91

| Sustainable | Asset | Management |
|-------------|-------|------------|
| Oustainabio | 10000 | managomon |

8. **Attachments**

Nil

| 9. | Review Period | Responsible officer |
|------|---------------|-----------------------------|
| Four | years | Strategic Asset Coordinator |

Administrative Updates 10.

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 administrative changes 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 11.

| Adopted Revised Revised | 21 November 2017 12 February 2021 19 February 2021 | Minute Book Reference No 3382 (item 6.3) Minute Book Reference No 194 (item 9.11) Administrative update to apply consistent references to Campaspe Shire Council ('Council') |
|-------------------------------|--|---|
| Revised | 26 March 2021 | Administrative update to Approval History Reference No |
| | | |
| | | 2 10 |
| Chief Execu | itive Officer: | Jos elles |
| Date: | V | 26/3/221 |
| Date. | | |

Date:

POLICY TITLE SUSTAINABLEASSET MANAGEMENT COUNCIL - 091

POLICY NUMBER

ATTACHMENT A

| | | Asset Management | | | | | | |
|---|--------------------------------|-----------------------------------|----------------------------------|--|--|--|---|--------------------------|
| Land Ownership | Council Managed (Direct) | Council Managed (Delegated) | Council Managed (Contract) | Council Leased, Licenced or Agreed (Council Lessee/Licensee) | Asset Commercially Leased (Council Lessor) | Other (non- commercial) Lease (Council Lessor) | DELWP or DELWP Local Committee | Other |
| Council Land | | | | | | | | |
| Crown Land - | | | | | | | | |
| Shire of Campaspe Committee of Management | | | | | | | | |
| Crown Land – Vested | | | | | | | | |
| Crown Land – Lease | | | | | | | | |
| Crown Land–Non-Council Managed | | | | | | | | |
| Private Land | | | | | | | | Proposed Subdivisions |
| Government Road* | | | | | | | | |

| | | | Asset Management | | | | | | |
|--|--|--------------------------------|-----------------------------------|----------------------------------|--|--|---------------------------------|---|-------|
| | Mobile/Non-Fixed Physical Asset Ownership | Council Managed (Direct) | Council Managed (Delegated) | Council Managed (Contract) | Council Leased, Licenced or Agreed (Council Lessee/Licensee) | Asset Commercially Leased (Council Lessor) | Other Lease (Council Lessor) | DELWP or DELWP Local Committee | Other |
| | Council | | | | | | | | |
| | Private | | | | | | | | |

| | | Asset Management | | | | | | |
|------------------------------|--------------------------------|-----------------------------------|----------------------------------|--|--|---------------------------------|---|--------|
| Non-Physical Asset Ownership | Council Managed (Direct) | Council Managed (Delegated) | Council Managed (Contract) | Council Leased, Licenced or Agreed (Council Lessee/Licensee) | Asset Commercially Leased (Council Lessor) | Other Lease (Council Lessor) | DELWP or DELWP Local Committee | Other |
| Council | (2 | (201094104) | (contracty | | | | | 0 4 10 |
| Private | | | | | | | | |

Assets in these categories will be included in the Asset System

Assets in these categories will be included in the Asset System (with management as per lease or formal agreement)

Assets in these categories will not be included in the Asset System

Assets in these categories will be included in the Asset System as 'Proposed Assets' to be confirmed as Council Assets once subdivision gains Statement of Compliance Scenario is not possible

* Note that further to Government Roads 'Freehold Roads' exist under the local Government Act 1958. These are extremely complex and where these are identified Council's Asset Management obligations will need to be determined in each individual case.

Council Meeting - 16 September 2024 Agenda

ampaspe

Shire Council

Asset Rationalisation

| Council Policy Number | 118 |
|-----------------------|--------------|
| Date adopted | 16 July 2019 |
| Scheduled for review | July 2023 |

1. Purpose

To set out the standards Campaspe Shire Council ('Council') uses to determine when an asset is realised.

| 2. Definitions | |
|----------------------|--|
| Asset | A resource controlled by the Council from which future economic benefits or service potential are expected to flow to the municipality or its community. |
| Condition Assessment | The process of inspection, assessment, measurement and interpretation of the resultant data to indicate the condition of a specific asset to determine the need for some remedial action. |
| Level of Service | The defined service quality for a particular service/activity against which service performance may be measured. Service levels usually relate to need, quality, quantity, reliability, responsiveness, environmental impact, satisfaction and cost. |
| Service Manager | The manager in Council that leads the provision of services for an activity or service. (e.g.: Asset Manager leads the provision of road services to the community.) |

3. Policy Statement

Council should only own, provide, operate, maintain and renew assets which are sustainable to meet agreed service levels thus freeing up renewal funding for other priority assets. Council owns many fixed assets, such as roads, drains, buildings and land, with a total value of over \$875 million. These assets place a substantial financial obligation on the community and Council. Competing priorities exist between funding asset maintenance and renewal versus other community identified needs. Any reduction in this financial obligation will allow other community priorities to be accommodated.

Service Planning processes may identify certain assets as being surplus to requirements as the services they support are no longer required or no longer exists, the service can be delivered differently, or an asset is at the end of its useful life. In these circumstances it may be appropriate to dispose of the asset or provide the service through other means.

Assets that need to be replaced are to be evaluated in accordance with the needs of the service/s supported by the asset.

This Policy should be read in conjunction with Council Policy 091 – Sustainable Asset Management, Council Policy 054 – Requests for Upgrades to the Road Network, and Council Policy 155 – Campaspe Service Planning.

4.1 Principles

- 4.1.1 Assets will not be automatically replaced at the end of their useful life. The reasons can include but are not limited to:
 - a. Assets that do not provide, or are not required to provide, a minimum Level of Service.
 - b. Assets that are beyond Council's reasonable financial capacity to maintain or renew.
 - c. Critical or statutory services will be prioritised over optional or tertiary services.

e e lic

Asset Rationalisation

Attachment 8.6.1.6

- i. Council's finite capital resources must be used firstly to meet its legal and statutory obligations as well as requirements for critical services before other uses.
- d. Assets delivering a service which demonstrate a declining or finite need in the future.
- e. Alternative methods of delivery of either the service the asset provides, or the asset itself are available, or would be available if Council withdrew it.
- f. Assets for which the long term provision of a service the asset is related to is unlikely to last the term of a renewed assets life. (e.g.: a renewed community hall with a remaining life of 25 years in an area whose reasonable use or need would terminate at or around year 10.)
 - i. The minimum acceptable use hurdle is 90%. That is the asset must be reasonably considered to be required at sustainable levels for 90% of the renewed assets life. (So, the hall has a 25 year life, the service should be expected to last at a sustainable level for at least 22.)
 - ii. The hurdle has been set at that rate as the life of many Council assets is measured in decades and the cost of disposing or upgrading is significant. Supporting assets whose use is less than 90% adds cost and risk which detract from Council's sustainability.
- 4.1.2 The need for an asset will be reassessed when:
 - a. The Service Manager undertakes a review of the service provided.
 - b. It is found that an asset is at or near the end of its useful life following a condition assessment.
 - c. The service supported by the asset is no longer required or is diminishing to unsustainable or uneconomic levels.
 - d. A number of services are aggregated to operate using one asset rather than a number of assets.
- 4.1.3 If an asset is to be considered for disposal, change of use or reconfiguration relevant stakeholders will be consulted by Council. This will include consideration of the existing and proposed levels of service, alternative service delivery options and/or the impact of non-replacement.

Exclusions

Nil

4. Human Rights

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

5. Related Legislation

Local Government Act 2020

6. Related Policies, Procedures and Strategies

Council Policy 091 - Sustainable Asset Management

Council Policy 054 – Requests for Upgrades to the Road Network

Council Policy 155 - Campaspe Service Planning

7. Attachments

Nil

8. Review Period

Responsible officer

Four years

Strategic Asset Coordinator

9. 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.

Council Policy

21 October 2008 Minute Book Reference No 12868 (item 9.5) Adopted Revised 18 August 2009 Minute Book Reference No 14208 (Item 9.1) 21 September 2010 Minute Book Reference No 16407 (Item 12.6) Revised 18 October 2011 Minute Book Reference No 18261 (Item 13.3) Revised Revised 14 December 2016 **Executive Management Group** 29 November 2017 **Executive Management Group** Revised Revised 16 July 2019 Minute Book Reference No 2684(Item 7.1) Revised 4 September 2020 Administrative Change (5. Related Legislation) Revised 24 February 2021 Administrative update to apply consistent reference to Campaspe Shire Council ('Council')

Chief Executive Officer: 24/2/2021

Asset Rationalisation

Approval History

10.

Date:

Council Policy

Council Policy

8.6.2 Public Street Lighting Policy

| Directorate: | Infrastructure | | |
|-------------------------|---|--|--|
| Responsible Officer: | Manager Engineering | | |
| Manager: | Director Infrastructure | | |
| Attachments: | Street Public Lighting Policy Final Draft [8.6.2.1 - 3 pages] Street Public Lighting Policy Review V 2 [8.6.2.2 - 3 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: | Well managed resources for a sustainable future. Well Planned Places Growing quality of life | | |

1. PURPOSE

To seek Council adoption of the reviewed Public Street Lighting Policy.

2. **RECOMMENDATION**

That Council adopt the reviewed Public Street Lighting Policy.

3. BACKGROUND

The current Public Street Lighting Policy was adopted on 19 May 2020 and is due for review. The policy provides the basis for the determination of the level of street lighting in new developments and existing urban areas.

Public street lighting shall be provided, within the constraints of Campaspe Shire Council's budget, to achieve the minimum lighting standards and Community requirements.

The policy has been reviewed to address the principles of compliance, planning, quality, and public safety.

Previous Council Discussion

Council approved the current Policy on 19 May 2020 with a review period of every four years. The revised Policy was discussed with Council at 3 September 2024 Briefing Session.

4. DISCUSSION.

New Public Street Lighting assets must comply with the minimum Australian Standards and where applicable Council's Infrastructure Design Manual (IDM) requirements and must incorporate the use of low energy lighting and be installed on structures that are classed as "standard" power poles by Powercor.

When selecting public street lighting assets for new developments and subdivision areas, they must be consistent with Powercor standards. New public street lighting should match the existing lighting scheme within infill areas.

Standard public street lighting shall be provided within the highly trafficked areas such as commercial shopping areas, adjacent to hospitals, public buildings and at major intersections in urban areas where it is practical to do, and funding is available.

Although reasonable attempts will be made to replace non-standard poles and fittings with identical items, their supply or replacement may be limited, too expensive or not available at all. In such circumstances a standard pole and or fitting will be erected.

Where low level street lighting considered to be a safety risk to pedestrians or vehicular traffic, additional lighting may be installed. This may occur in high-risk areas such as main roads' Intersections, laneways and walkways between buildings.

5. STAKEHOLDER ENGAGEMENT

Internal consultation:

- 28 August 2024 Executive Leadership Team
- Council Planning Department

Councillors:

• 3 September 2024 Briefing Session

External consultation:

• Not Applicable

Community Engagement

• Nil (Not applicable as it is related to the Australian Lighting/IDM Standards).

Public Transparency Policy

Once adopted by Council, the Policy will be uploaded onto Council's website.

6. LEGISLATIVE CONTEXT

The Local Government Act 2020 (Vic) drives improved service delivery, and sustainable futures for all Victorians through better financial management and increased transparency of council decisions.

As such, the Policy has been reviewed to make sure it complies with the minimum Australian and where applicable Council's IDM and Powercor standard requirements.

7. FINANCIAL AND OTHER RESOURCE IMPLICATIONS

Council has allocated an annual budget component for the installation of new lighting poles if deemed to be necessary to improve visibility and reduce the risk to its community members.

8. ENVIRONMENTAL IMPLICATIONS

Not Applicable

9. OPPORTUNITIES AND RISK

Opportunities:

Advocate for external funding opportunities around:

- LED lighting schemes
- Solar lighting programs.

Risk:

Additional lighting may be installed where low level of street lighting considered to be a safety risk to pedestrians or vehicular traffic. Such works may occur in high-risk areas such as main roads' Intersections, laneways and walkways between buildings.

10. CONCLUSION

The currently adopted Policy has been reviewed with the following updates:

- Relating the policy to the relevant Council Plan objectives.
- Minor editing to improve clarity and reduce risk.

Reviewing the Policy in the context of the above, each fourth year, is an iterative process and should not affect the legislative / Standards requirements of the document.

Public Street Lighting Policy



1. Purpose

To provide the basis for the determination of the level of street lighting in the new developments and existing urban areas.

2. Policy Statement

Public street lighting shall be provided, within the constraints of Campaspe Shire Council's ('Council') budget to achieve the minimum lighting standards and Community requirements.

3. Principles

The principles supporting this policy are:

- Well Planned Places
- Growing Quality of life
- Public Safety.

3.1 Compliance - New Developments and Existing Urban Areas

New public street lighting assets must comply with the minimum Australian Standards and/or Council's Infrastructure Design Manual requirements and must incorporate the use of low energy lighting and be installed on structures that are classed as "standard" power poles by Powercor. Installing streetlighting into existing urban areas must comply to the following:

- A minimum standard equivalent to one 125-watt mercury vapour light (or low energy equivalent) is to be provided at each intersection, and the light shall be at a maximum of 10 metres from the edge of the traffic lane in the side (minor) street.
- The maximum distance between streetlights is to be 130 metres with midblock lights being a minimum standard equivalent to 80-watt mercury vapour light (or low energy equivalent).
- The maximum distance between the end of a court bowl to a streetlight is to be 30 metres.

3.2 Well Planned Places

Selecting public street lighting assets must be consistent with Powercor standards across new developments and subdivision areas. New public street lighting should match the existing lighting scheme within infill areas. The final decision for the type and layout of lighting remains with Council as the owner of assets once the development is completed and handed over to Council.

3.3 Growing quality of life- Existing Highly Trafficked Urban Areas

Standard public street lighting shall be provided within in the highly trafficked areas such as commercial shopping areas, adjacent to hospitals, public buildings and at major intersections in urban areas where it is practical to do, and funding is available.

Although reasonable attempts will be made to replace non-standard poles and fittings with identical items, their supply or replacement may be limited, too expensive or not available at all. In such circumstances a standard pole and or fitting will be erected.

3.4 Public Safety - High Risk Areas

Council Policy

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Where the low level of street lighting may present a safety risk to pedestrians or vehicular traffic, additional lighting may be installed. This may occur in high-risk areas such as laneways and walkways between buildings.

4 Definitions

Terms and definitions used in this policy include:

| Term | Details |
|------------------------------|--|
| Australian Standards | The Australian Standard AS. 1158 Public Lighting Code in all new subdivisions and developments. |
| Infrastructure Design Manual | Comprehensive set of requirements and standards that govern the design and development of municipal infrastructure |
| Law Energy Lighting | Light Emitting Diode (LED) |

5 Acknowledgements

5.1. 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 Engineer | ing | | | |
| 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: | 31/09/2028 | | | | |
| Related Legislation: | The above legislation is mandatory inclusions. List other legislation relevant to this policy | | | | |
| Related Strategic Documents, Policies, or Procedures | Council Plan 2021-2025 Campaspe Planning Scheme | | | | |
| Attachments: | Nil | | | | |
| Date Rescinded: | Not Applicable | | | | |

Approval History

| Revisions | Dates | Evidence |
|-----------|-------------------|---|
| Adopted | 12 November 1998 | Minute Book Reference No 3133 (Item 10.4) |
| Revised | 8 July 1999 | Minute Book Reference No 3737 (Item 12.1) |
| Revised | 12 September 2000 | Minute Book Reference No 4658 (Item 12.1) |

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Council Policy

Council Policy

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| Sireei | Public | Lighting |
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| Revised | 11 September 2001 | Minute Book Reference No 5565 (Item 12.2) |
|---------|-------------------|---|
| Revised | 13 August 2002 | Minute Book Reference No 6305 (Item 12.2) |
| Revised | 14 October 2003 | Minute Book Reference No 7100 (item 12.1) |
| | | |
| Revised | 14 September 2004 | Minute Book Reference No 7941 (item 12.2) |
| Revised | 13 September 2005 | Minute Book Reference No 9008 (item 12.1) |
| Revised | 12 October 2006 | Minute Book Reference No 10251 (item 9.1) |
| Revised | 16 October 2007 | Minute Book Reference No 11542 (item 9.1) |
| Revised | 21 October 2008 | Minute Book Reference No 12868 (item 9.5) |
| Revised | 18 August 2009 | Minute Book Reference No 14208 (Item 9.1) |
| Revised | 21 September 2010 | Minute Book Reference No 16407 (Item 12.6) |
| Revised | 18 October 2011 | Minute Book Reference No 18261 (item 13.3) |
| Revised | 19 August 2014 | Minute Book Reference No 878 (Item 6.1) |
| Revised | 20 March 2018 | Minute Book Reference No 486 (Item 7.1) |
| Revised | 19 May 2020 | Minute Book Reference No 2059 (Item 9.4) |
| Revised | 1 March 2021 | Administrative update to apply consistent reference |
| | | to Campaspe Shire Council ('Council') |
| Revised | XX | XX |

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

Council Policy

Street Public Lighting

| Street Public Street | |
|--|---|
| Lighting Policy | ~ |
| Campasp | |
| Shire Council | Ĩ. |
| 1. Purpose | ō |
| To provide the basis for the determination of the level of street lighting in the new developments and existing <u>urban areas.</u> | Council Policy |
| 2. Policy Statement | ŏ |
| Public street lighting shall be provided, within the constraints of Campaspe Shire Council's ('Council') budget to achieve the minimum Engineering <u>Lighting</u> standards and Community requirements. | |
| 3. Principles | |
| The principles supporting this policy are: | 5 |
| 1. Compliance | |
| 2. Well Planned Places | Formatted: Bulleted + Level: 1 + Aligned at: 0 cm + I |
| ુGrowing Quality of life | at: 0.63 cm |
| 4. <u>•</u> Public Safety_ | Ĕ |
| 3.1 Compliance - New Developments and Existing Urban Areas | uno |
| New <u>public street</u> lighting assets must be complyiance with the minimum Australian Standards and/or | O |
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| The maximum distance between the end of a court bowl to a streetlight is to be 30 metres. | Ē |
| Ŭ | 5 |
| 3.2 Well Planned Places | \sim |
| Selecting <u>public</u> street <u>public</u> lighting assets must be consistent <u>and to with</u> Powercor standards across new developments and subdivision areas. New public <u>street</u> lighting should <u>matchtching</u> the existing lighting scheme within infill areas. The final decision for the type and layout of lighting remains with Council as the <u>owner inheritor</u> of assets once <u>the development is</u> completed <u>and handed over to</u> <u>Council</u> . | |
| 3.3 Growing quality of life- Existing Highly Trafficked Urban Areas | <u></u> |
| Supporting and budgeting for public lighting program in the town increases the community capacity and contributing to the residents' wellbeing and healthy living. | Pol |
| Standard public <u>street</u> lighting shall be provided within in the highly trafficked areas such as commercial shopping areas, adjacent to hospitals, public buildings and at major intersections in urban areas where it is practical to do, and funding is available. | |
| | |

Council Policy

Council Policy

Street Public Lighting

Although reasonable attempts will be made to replace non-standard poles and fittings with identical items, their supply or replacement may be limited, too expensive or not available at all. In such circumstances a standard pole and or fitting will be erected.

3.4 Public Safety - High Risk Areas

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4 Definitions

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| Term | Details |
|------------------------------|--|
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5 Acknowledgements

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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 |
| ocument Status: | Under Review |
| Policy Owner (by position): | Manager Engineering |
| nternal Endorsement Required: | Occupational Health and Safety CommitteeNot applicable |
| Final Approval By: | Council |
| Date Approved: | Click or tap to enter a date. |
| vidence of Approval: | Minutes dated: Click or tap to enter a date. |
| /ersion | 1 Frequency of Review 4 Years |
| leview Date: | 31/09/2028 |
| Related Legislation: | The above legislation is mandatory inclusions. List other legislation relevant to this policy |
| Related Strategic Documents, | Council Plan 2021-2025 |
| Policies, or Procedures | Process – Planning Conditions on Street lighting for new land. developments and into existing urban area Process – Installing new public lighting into existing urban area. Campaspe Planning Scheme Echuca West Precinct Structure Plan |
| Attachments: | Nil |
| Date Rescinded: | Not Applicable |

Street Public Lighting

Approval History

| Revisions | Dates | Evidence | |
|-----------|-------------------|---|--|
| Adopted | 12 November 1998 | Minute Book Reference No 3133 (Item 10.4) | |
| Revised | 8 July 1999 | Minute Book Reference No 3737 (Item 12.1) | |
| Revised | 12 September 2000 | Minute Book Reference No 4658 (Item 12.1) | |
| Revised | 11 September 2001 | Minute Book Reference No 5565 (Item 12.2) | |
| Revised | 13 August 2002 | Minute Book Reference No 6305 (Item 12.1) | |
| Revised | 14 October 2003 | Minute Book Reference No 7100 (item 12.1) | |
| Revised | 14 September 2004 | Minute Book Reference No 7941 (item 12.2) | |
| Revised | 13 September 2005 | Minute Book Reference No 9008 (item 12.1) | |
| Revised | 12 October 2006 | Minute Book Reference No 10251 (item 9.1) | |
| Revised | 16 October 2007 | Minute Book Reference No 11542 (item 9.1) | |
| Revised | 21 October 2008 | Minute Book Reference No 12868 (item 9.5) | |
| Revised | 18 August 2009 | Minute Book Reference No 14208 (Item 9.1) | |
| Revised | 21 September 2010 | Minute Book Reference No 16407 (Item 12.6) | |
| Revised | 18 October 2011 | Minute Book Reference No 18261 (item 13.3) | |
| Revised | 19 August 2014 | Minute Book Reference No 878 (Item 6.1) | |
| Revised | 20 March 2018 | Minute Book Reference No 486 (Item 7.1) | |
| Revised | 19 May 2020 | Minute Book Reference No 2059 (Item 9.4) | |
| Revised | 1 March 2021 | Administrative update to apply consistent reference | |
| | | to Campaspe Shire Council ('Council') | |
| Revised | XX | XX | |

Council Policy Council Policy

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8.7 Sustainability

8.7.1 Policy Review – Management and Sale of Temporary Raw Water Assets

| Directorate: | Sustainability |
|-------------------------|--|
| Responsible Officer: | Acting Director Sustainability |
| Manager: | Director Sustainability |
| Attachments: | 1. DRAFT Policy – Management and Sale of Temporary Raw Water Assets |
| | Policy 172 – Management and Sale of Temporary Raw Water Asserts (current) |
| 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: | - Flourishing Local Economy |
| | - Resilient, protected and healthy natural environment |
| | - Sustainable water and energy use |
| | - Well planned places |
| | - Attractive and usable sites of importance |
| | - Quality, attractive recreational spaces |

1. PURPOSE

The purpose of this report is to seek Councils adoption of the Management and Sale of Temporary Raw Water Assets Policy.

2. **RECOMMENDATION**

That Council adopt the revised Management and Sale of Temporary Raw Water Assets Policy.

3. BACKGROUND

Policy 172 – Management and Sale of Temporary Raw Water Assets was adopted by Council in April 2022. The policy was introduced to address water shortages that occurred due to periods of drought, to allocate Council's raw water, and to guide the sale of excess temporary water.

The policy sets out how Campaspe Shire Council allocates and uses its raw water assets to ensure sufficient raw water is available and accessible to conduct Council activities, and for maintenance of nominated parks, gardens and recreation reserves, road making activities and a small range of Council businesses, e.g. the Saleyards and Echuca Caravan Park.

The policy includes the sale of excess temporary raw water.

Council holds 826 megalitres of high reliability water shares and 338 megalitres of low reliability water shares. The policy focus is on high reliability water shares.

The policy is due for review and updates have been made which are highlighted in this report.

4. PREVIOUS COUNCIL DDISCUSSION

The proposed Management and Sale of Temporary Raw Water Assets policy was presented to Councillors at the Council Briefing Session held on 27 August 2024.

5. DISCUSSION

The Management and Sale of Temporary Raw Water Assets policy provides guidance to Council on how to ensure Council activities, services and open spaces have access to raw water, particularly during drought and to ensure Council efficiently manage their allocation of raw water resources. The policy also outlines the sale of excess temporary raw water. The policy is clear in Council's position to not sell permanent water assets. It is not proposed to change this approach.

The policy has been reviewed and changes include:

- Consideration that additional raw water may be required over time for maintenance of newly developed Council recreation reserves as the population grows.
- The review period increased from two years to four years.
- Administration and changes associated with updated policy template.

6. STAKEHOLDER ENGAGEMENT

Internal consultation:

• ELT 10 July 2024

Councillors:

• Briefing Session 27 August 2024

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

Engagement was not required as part of the policy review.

Public Transparency Policy

Not applicable

7. LEGISLATIVE CONTEXT

Not applicable.

8. FINANCIAL AND OTHER RESOURCE IMPLICATIONS

The requirements of Section 9(2)(c) of Local Government Act 2020 have been considered.

There is no immediate resource implications associated with the updated policy.

9. ENVIRONMENTAL IMPLICATIONS

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

This policy ensures that allocation of water is used appropriately during periods of drought and is restricted to the "Places of Pride" identified in the policy.

10. OPPORTUNITIES AND RISK

Opportunities:

The policy addresses the efficient management of Council's raw water allocation to maintain its recreation reserves and identified "Places of Pride" in times of severe water restrictions. The policy recognises that additional raw water may be needed over time for new recreation reserves as the shire grows.

Risk:

No risks identified.

11. CONCLUSION

The updated Policy continues to provide Council with the direction of the use, temporary sale and allocation of Councils raw water assets and ensures future open spaces across the Shire are accounted for.

Management and Sale of Temporary Raw Water Assets

Management and Sale of Temporary Raw Water Assets Policy



1. Purpose

The purpose of this policy is to set out how Campaspe Shire Council allocates and uses its raw water assets. This includes the sale of temporary raw water and the actions required to ensure sufficient raw water is available to conduct its activities and for the maintenance of nominated parks, gardens and recreation reserves.

2. Scope

This policy applies to the Councillors and employees (including full time, part time, casual employees, agency staff and students), and Community Asset Committees created under Section 65 of the Act. The policy is also applied in the management of contractors, volunteer groups, and consultants of Campaspe Shire Council.

3. Policy Statement

Council is committed to providing raw water to conduct its business activities and for the maintenance of its parks, gardens and recreation reserves recognising the important health and wellbeing benefits that green spaces provide for its community. Council holds water assets of 826 megalitres of high reliability water and 338 megalitres of low reliability water. This water is primarily used to keep Council owned parks, gardens and recreation reserves green, in road making activities and in a small range of Council businesses e.g. the Saleyards and Echuca Caravan Park.

The Victorian Irrigation system is designed to enable businesses to plan with greater certainty. Through the use of "carry over" Council has been able to plan to meet business needs in periods of drought. Low percentage allocations of water can severely impact the amount of high reliability water available. In years of full water allocation Council will have an excess of water however in times of drought and low percentage allocation there is barely sufficient to meet priority needs

It is important that a system is in place that ensures Council water users such as Council recreation reserves and their Committees have a clear understanding of how much water is allocated to them, their responsibilities regards tracking usage and how to attain/maintain water efficiencies.

In droughts the role of green spaces becomes even more important to our communities. Planning for extreme drought situations to ensure Council has sufficient raw water to meet its needs requires Council to determine an amount of water to hold in reserve. The system allows for water to be "carried over" when there is enough storage capacity. In this way Council can hold sufficient water to meet its needs for a set period. Council's total raw water use in any given year varies considerably and is dependent on seasonal conditions. As the shire develops, it is possible that additional recreation reserves will be developed which may, overtime, increase the amount of water used by Council. Currently around 250 megalitres would be the maximum usage per annum.

In a year when there is a full raw water allocation Council has a surplus of water that may be sold on the temporary market. The use of water in agriculture produces an economic benefit in excess of the value of the water used. This policy seeks to increase the probability that the economic benefit produced from the use of the water Council has sold is retained (as far as possible) within the municipality. Council recognises that it cannot guarantee that the economic benefit can be retained in the municipality.

4. Recreation reserves access to Council's raw water

Council contributes to the cost of maintenance at a number of recreation reserves (both Council owned and/or managed, and Crown owned and managed). The cost of potable water to irrigate recreation reserves is prohibitive. Reserves that are unable to access raw water are eligible to apply

Management and Sale of Temporary Raw Water Assets OFFICIAL

for a water subsidy of up to \$12,000 subject to seasonal condition. Eligible committees of management will be invited to submit an application annually.

Council will provide (when possible) access to its raw water regardless of the land tenure arrangements of a towns primary recreation reserve, ie. if it is on Crown Land with a Committee of Management ('CoM') direct to the Crown, raw water will be provided on the same basis as Council owned and/or managed reserves.

The amount of water available will be determined according to the assessed service level requirements and the particulars of the soil type of that reserve.

Recreation reserves seeking to introduce new activities that will require water or will increase the need for water must apply in writing to Council stating the rational and providing evidence of need. An assessment will be conducted by the relevant department to determine if the proposal is in line with Council's strategic directions and service levels, evidence to support the need and impacts on existing services. New activities that require water are an increase in Council service level and therefore require a Council decision. If approved, an appropriate amount of water will be allocated to the reserve.

5. Efficient management of Council's water resources

- Council will consolidate its water assets into Allocation Accounts ('AA') that will limit the amount of transfer and sale costs
- Only Council officers with the appropriate delegation and Goulburn Murray Water ('GMW') authorisation can sell and trade temporary water.
- An annual allocation of water will be made to each recreation reserve or green space based on
 historic use amounts (where possible). This amount is to act as a target and aims to encourage water
 use efficiency. This will be communicated to the appropriate recreation reserve committee of
 management at the start of each water year.
- The annual allocation is an indicative total only (based on the understanding that usage varies according to weather conditions, soil profile difference etc) and if necessary, additional water will be transferred after receiving a request to do so if there is sufficient water available.
- Facilities that require an increase in water allocated will receive a review of their water use that will include assessment of current practices and if required, the provision of professional advice from Council's turf and garden maintenance specialists. This may include advice regards soil conditioning, watering regimes or other ground management practices that might be implemented to achieve water savings.

Watering of additional playing surfaces

Committees/Clubs located at Council owned and/or managed recreation reserves may purchase
additional water on the open market at their own cost and transfer it into Council ownership if they
wish to carry out additional watering activities above the service level set by Council

6. Sale of Temporary Water

Council will often have water in excess of its needs which will be sold on the temporary water market via a locally based Water Broker. Council recognises that it is not able to ensure that the water sold will be delivered/used within the municipality. However, by selling through a locally based water broker there is an increased chance this might occur.

To determine the amount of excess water available to be sold Council will:

- Allocate a minimum of 250 megalitres for Council use each year. This will be regardless of the "seasonal allocation" percentage. If there is sufficient water, then the maximum available will be allocated
- A minimum of 250 megalitres will be allocated to "carry over" (or the maximum available to carry over if there is sufficient)

Policy

7. Sale of Permanent Water

This policy relates to the sale of temporary water only. Permanent water is a Council asset and its sale requires a Council decision. Council's current practice is to not sell permanent water assets.

8. Distribution of infrastructure costs

Raw water access incurs infrastructure costs which are determined by Goulburn Murray Water and charged to Council annually. To ensure that Council can equitably recoup the set costs associated with the provision of raw water to recreation reserves a standard formula will be used.

- A unit cost will be set each year based on the formula: Total set infrastructure costs related to all reserves/number of high reliability water shares used in the prior year at all reserves
- The unit cost for set charges is then multiplied by the amount of megalitres used at each individual reserve ensuring the proportion of set costs paid is directly related to usage

9. Administration Requirements

Each season the recreation reserves AA will receive a temporary allocation of water. Committees watering Council facilities are required to:

- Maintain appropriate records and provide meter readings to Council as requested
- Ensure water use does not exceed the annual allocated amount
- · Make requests for any additional water at least one month prior to it being required
- Advise Council of the Committee nominee to be authorized to order water at a reserve through
 WaterLine
- Ensure only the authorized individual(s) have access to order water

Overuse of water (using water in excess of the amount allocated without prior authority) may result in being charged for the additional water used. In the case of overuse the industry five year average price of temporary water will be used as the rate at which water is charged.

Repeated overuse and failure to apply for additional water will result in access to the AA being removed.

10. Places of Pride

During times of severe water restrictions Council has in the past negotiated the use of potable water for key community green space locations in exchange for providing the water authority with an amount of temporary raw water. This practice requires Council to pay potable water prices to cover the treatment cost incurred by the water authority

While Council can plan for times of drought by allocating a carry over amount, severe drought will likely mean that raw water will only be available for priority sites.

The sites that are prioritised to access raw water are listed below:

- Council owned or managed Recreation Reserves
- Echuca Civic Centre and Library surrounds, the roundabouts located on major roads in the CBD, Alton Reserve and Hopwood Gardens
- Kyabram Memorial Gardens, Edis Park
- Rochester Rotunda Park
- Tongala Village Green and sound shell area
- Lockington Lions Park
- Girgarre Girgarre Park
- Colbinabbin Hall and playground
- Rushworth High Street
- Stanhope Birdswood Hub

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• Gunbower – Lions Park water frontage around public toilets and as far as the bridge

11. Charging of Community groups using Council Raw Water

Council has made a number of arrangements with organisations that involve the use of its raw water. These organisations and /or the facility have been the subject of a specific Council resolution or there is an historic ongoing Council involvement. The two facilities that fall into this category are:

- Echuca Lawn Tennis Club uses Council's watering infrastructure to access raw water however pays for the water it uses.
- Back Nine Golf Course The facility is leased to the Echuca Neighbourhood house. Council's
 resolution in awarding the tender to the Echuca Neighbourhood house states that the course
 will receive 44 megalitres per annum at no cost and will be charged for water in excess of this
 amount.

Recouping the opportunity cost of providing water to these groups is undertaken using the five year average temporary water price achieved on the relevant water system.

12. Ad hoc requests for water by community and sporting clubs in the event of severe water restrictions/low allocations/high water prices

In the event of severe water restrictions and/or high temporary water prices Council will prioritise access to its raw water assets based on the following order:

- Council owned recreation reserves, gardens and parks that can access raw water.
- The nominated places of pride listed within this policy.

Crown land owned and operated recreation reserves as nominated in Council's Funding of Recreation Reserves policy as the primary recreation reserve for that town.

Note: access to water in circumstances where there are severe potable water restrictions is reliant on the potable water authority's cooperation.

13. Definitions

Terms and definitions used in this policy include:

| Term | Details |
|---------------------|---|
| | |
| Raw Water Asset | Council owned raw water |
| Allocation Account | Victorian Water Register Allocation Account for identification of ownership |
| | and registration of water licence details |
| Seasonal Allocation | Amount of water made available to holders of water shares depending on |
| | water availability and current seasonal conditions |
| Carry Over | Unused water in the AA available to be carried forward to the next season |
| High / Low | Legally recognized, secure entitlement to a defined share of water against |
| Reliability Water | which seasonal determinations are made |
| Share | |
| Market Price | Price determined by the highest of the last ten water sales |

14. Acknowledgements

14.1. 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 wher | finalised | |
|---|---|---------------------|---------|
| Document Type: | Council Policy | | |
| Document Status: | Under Review | | |
| Policy Owner (by position): | Sustainability Direct | or | |
| Internal Endorsement Required: | Not applicable | | |
| Final Approval By: | Council | | |
| Date Approved: | | | |
| Evidence of Approval: | Minutes dated: | | |
| Version | 1 | Frequency of Review | 4 Years |
| Review Date: | 19/09/2028 | | |
| Related Legislation: | Local Government Act 2020 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 2021-2 | 025 | |
| Attachments: | Nil | | |
| Date Rescinded: | Not Applicable 🗵 | | |

| Approval History: Date: | Reason for | review |
|-------------------------|------------|--|
| | Adopted | 28 January 2020 Minute Book Reference No 15 (item 7.4) |
| 20/04/2022 | Revised | 22 February 2021 Administrative update to apply consistent reference to Campaspe Shire Council ('Council') and abbreviations |
| | Revised | 20 April 2022 |

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.



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Shire Council

Policy 172

Council Policy

Management and Sale of Temporary Raw Water Assets OFFICIAL

Management and Sale of **Temporary Raw Water** Assets

| Council Policy Number | 172 | |
|-----------------------|---------------|--|
| Date adopted | 20 April 2022 | |
| Scheduled for review | April 2024 | |

Preamble 1.

This policy sets out how Campaspe Shire Council allocates and uses its raw water assets. This includes the sale of temporary raw water and the actions required to ensure sufficient raw water is available to conduct its activities and for the maintenance of nominated parks, gardens and recreation reserves.

2. Purpose

3.

| Suv | files and for the maintenance of nom | inated parks, gardens and recreation reserves. | 2 |
|-----|--|---|--------|
| | Purpose | | i |
| | provide guidance on the allocation, user assets. | se and sale of Campaspe Shire Council's ('Council') temporary raw | sil Po |
| | Definitions | | Ĕ |
| | Raw Water Asset | Council owned raw water | 0 |
| | Allocation Bank Account | Victorian Water Register Allocation Account for identification of ownership and registration of water licence details | 0 |
| | Seasonal Allocation | Amount of water made available to holders of water shares depending on water availability and current seasonal conditions | |
| | Carry Over | Unused water in the ABA available to carried forward to the next season | licy |
| | High/Low Reliability Water Share | Legally recognised, secure entitlement to a defined share of water against which seasonal determinations are made | I Po |
| | Market Price | Price determined by the highest of the last ten water sales | nci |
| | | | |

Policy Statement 4.

Council requires an amount of raw water to conduct its business activities and for the maintenance of its parks, gardens and recreation reserves recognising the important health and wellbeing benefits that green spaces provide for its community. Council holds water assets of 826 megalitres of high reliability water and 338 megalitres of low reliability water. This water is primarily used to keep Council owned parks, gardens and recreation reserves green, in road making activities and in a small range of Council businesses e.g. the Saleyards and Echuca Caravan Park.

The Victorian Irrigation system is designed to enable businesses to plan with greater certainty. Through the use of "carry over" Council has been able to plan to meet business needs in periods of drought. Low percentage allocations of water can severely impact the amount of high reliability water available. In years of full water allocation Council will have an excess of water however in times of drought and low percentage allocation there is barely sufficient to meet priority needs.

It is important that a system is in place that ensures Council water users such as Council recreation reserves and their Committees have a clear understanding of how much water is allocated to them, their responsibilities regards tracking usage and how to attain/maintain water efficiencies.

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Management and Sale of Temporary Raw Water Assets

In droughts the role of green spaces becomes even more important to our communities. Planning for extreme drought situations to ensure Council has sufficient raw water to meet its needs requires Council to determine an amount of water to hold in reserve. The system allows for water to be "carried over" when there is enough storage capacity. In this way Council can hold sufficient water to meet its needs for a set period. Council's total raw water use in any given year varies considerably and is dependent on seasonal conditions however around 250 megalitres would be the maximum usage per annum.

In a year when there is a full raw water allocation Council has a surplus of water that may be sold on the temporary market. The use of water in agriculture produces an economic benefit in excess of the value of the water used. This policy seeks to increase the probability that the economic benefit produced from the use of the water Council has sold is retained (as far as possible) within the municipality. Council recognises that it cannot guarantee that the economic benefit can be retained in the municipality.

5. Recreation reserves access to Council's raw water

Council contributes to the cost of maintenance at a number of recreation reserves (both Council owned and/or managed, and Crown owned and managed) under its Policy 093 Council Contributions to Recreation Reserves Maintenance.

Being consistent with Policy 93 Council will provide (when possible) access to it raw water regardless of the land tenure arrangements of a town's primary recreation reserve i.e. if it is on Crown Land with a Committee of Management ('CoM') direct to the Crown, raw water will be provided on the same basis as Council owned and/or managed reserves.

If raw water access is not available to the reserve, Council will allow the use of up to 10% of a reserve maintenance funds to be used to pay potable water costs

The amount of water available will be determined according to the assessed service level requirements and the particulars of the soil type of that reserve.

Recreation reserves seeking to introduce new activities that will require water or will increase the need for water must apply in writing to Council stating the rational and providing evidence of need. An assessment will be conducted by the relevant department to determine if the proposal is in line with Council's strategic directions and service levels, evidence to support the need and impacts on existing services. New activities that require water are an increase in Council service level and therefore require a Council decision. If approved, an appropriate amount of water will be allocated to the reserve.

6. Efficient management of Council's water resources

- Council will consolidate its water assets into Allocation Bank Accounts ('ABA') that will limit the amount
 of transfer and sale costs.
- Only Council officers with the appropriate delegation and Goulburn Murray Water ('GMW') authorisation can sell and trade temporary water.
- An annual allocation of water will be made to each recreation reserve or green space based on historic use amounts (where possible). This amount is to act as a target and aims to encourage water use efficiency. This will be communicated to the appropriate recreation reserve committee of management at the start of each water year.
- The annual allocation is an indicative total only (based on the understanding that usage varies according to weather conditions, soil profile difference etc) and if necessary, additional water will be transferred after receiving a request to do so if there is sufficient water available.
- Facilities that require an increase in water allocated will receive a review of their water use that will
 include assessment of current practices and if required, the provision of professional advice from
 Council's turf and garden maintenance specialists. This may include advice regards soil conditioning,
 watering regimes or other ground management practices that might be implemented to achieve water
 savings.

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Committees/Clubs located at Council owned and/or managed recreation reserves may purchase
additional water on the open market at their own cost and transfer it into Council ownership if they wish
to carry out additional watering activities above the service level set by Council.

7. Sale of Temporary Water

To determine what water is excess to Council's needs the following process will be followed:

- 250 megalitres will be allocated for Council use each year. This will be regardless of the "seasonal allocation" percentage. If there is insufficient water, then the maximum available will be allocated.
- 250 megalitres will be allocated to "carry over" (or the maximum available to carry over if there is insufficient).

All water in excess of the above arrangements should be sold on the temporary market via a locally based Water Broker. Council recognises that it is not able to ensure that the water sold will be delivered/used within the municipality. However, by selling through a locally based water broker there is an increased chance this might occur.

8. Sale of Permanent Water

This policy relates to the sale of temporary water only. Permanent water is a Council asset and its sale requires a Council decision. Council's current practice is to not sell permanent water assets.

9. Distribution of infrastructure costs

Raw water access incurs infrastructure costs which are determined by Goulburn Murray Water and charged to Council annually. To ensure that Council can equitably recoup the set costs associated with the provision of raw water to recreation reserves a standard formula will be used.

- A unit cost will be set each year based on the formula: Total set infrastructure costs related to the all
 reserves/number of high reliability water shares used in the prior year at all reserves.
- The unit cost for set charges is then multiplied by the amount of megalitres used at each individual
 reserve ensuring the proportion of set costs paid is directly related to usage

10. Administration Requirements

Each season the recreation reserves ABA will receive a temporary allocation of water. Committees watering Council facilities are required to:

- Maintain appropriate records and provide meter readings to Council as requested
- Ensure water use does not exceed the annual allocated amount
- Make requests for any additional water at least one month prior to it being required
- Advise Council of the Committee nominee to be authorised to order water at a reserve through WaterLine
- Ensure only the authorised individual(s) are used to order water

Overuse of water (using water in excess of the amount allocated without prior authority) may result in being charged for the additional water used. In the case of overuse the five year average price of temporary water will be used as the rate at which water is charged.

Repeated overuse and failure to apply for additional water and will result in access to the ABA being removed.

Management and Sale of Temporary Raw Water Assets

11. Places of Pride

During times of severe water restrictions Council has in the past negotiated the use of potable water for key community green space locations in exchange for providing the water authority with an amount of temporary raw water. This practice requires Council to pay potable water prices to cover the treatment cost incurred by the water authority

While Council can plan for times of drought by allocating a carry over amount, severe drought will likely mean that raw water will only be available for priority sites.

The sites that are prioritised to access raw water are listed below:

- Council owned or managed Recreation Reserves
- Echuca Civic Centre and Library surrounds, the roundabouts located on major roads in the CBD, Alton Reserve and Hopwood Gardens
- Kyabram Memorial Gardens, Edis Park
- Rochester Rotunda Park
- Tongala Village Green and sound shell area
- Lockington Lions Park
- Girgarre Girgarre Park
- Colbinabbin Hall and playground
- Rushworth High Street
- Stanhope Birdswood Hub
- Gunbower Lions Park water frontage around public toilets and as far as the bridge

12. Charging of Community groups using Council Raw Water

Council has made a number of arrangements with organisations that involve the use of its raw water. These organisations and /or the facility have been the subject of a specific Council resolution or there is an historic ongoing Council involvement. The two facilities that fall into this category are:

- Echuca Lawn Tennis Club uses Council's watering infrastructure to access raw water however pays for the water it uses.
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Recouping the opportunity cost of providing water to these groups is undertaken using the five year average temporary water price achieved on the relevant water system.

Ad hoc requests for water by community and sporting clubs in the event of severe water restrictions/low allocations/high water prices

In the event of severe water restrictions and/or high temporary water prices Council will prioritise access to its raw water assets based on the following order:

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Note: access to water in circumstances where there are severe potable water restrictions is reliant on the potable water authority's cooperation.

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Attachment 8.7.1.2

| Managemen | t and Sale of Temporary Raw V | Vater Assets Police | |
|---|---|--|---------------|
| 14. Excl | usions | | |
| Nil | | | |
| 15. Hum | an Rights | | |
| This policy | | s with the Human Rights and Responsibilities contained in the Victorian <i>ibilities Act 2006.</i> | 1100 |
| 16. Con: | sultation | | 6 |
| Communic meetings a | ation with recreation reserve nnually. The way Council ch | e committees occurs on a regular basis with at least two face to face larges and allocates water is discussed at these meetings. | Cincil Dollo |
| 17. Rela | ted Legislation | | - |
| Nil | | | C |
| 18. Rela | ted Policies, Procedures a | nd Strategies | |
| Council Pol | icy 093 – Council Contributio | ons to Recreation Reserves Maintenance | |
| 19. Atta | chments | | Cilcaliono |
| Nil | | | 3 |
| 20. Revi | ew Period | Responsible officer | - |
| Two years | | General Manager Development | 5 |
| 21. Adm | inistrative Updates | | 0 |
| to this docur Examples in department, | ment. Where an update does r clude a change to the name of a | umstances may change leading to the need for minor administrative changes not materially alter the policy, such a change may be made administratively. a Council department, a change to the name of a Federal or State Government ion which does not have a material impact. However, any change or update be by resolution of Council. | |
| 22. App | roval History | | |
| Adopted Revised | 28 January 2020 22 February 2021 | Minute Book Reference No 15 (item 7.4) Administrative update to apply consistent reference to Campaspe Shire Council ('Council') and abbreviations | Cilod lio |
| Revised | 20 April 2022 | Minute Book Reference No (Item 9.5) | |
| | | 2.11 | 3 |
| Chief Exect | utive Officer: | flattice. | |
| Date: | | 26 APRIL 2022 | |
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8.7.2 Recycling/Kerbside Reform standards

| Directorate: | Sustainability |
|--------------------------------------|--|
| Responsible Officer: | Manager Waste and Environment |
| Responsible Manager: Attachments: | Manager Waste and Environment Standardised bin content list |
| 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- Resource Sustainability |
| Other strategic context: | Resource Recovery & Waste management Strategy 2018- 2023 |
| | WickED (Waste in Campaspe-Know, Educate, Do) Waste & Environment Behaviour Change Program 2019-2024 |

1. PURPOSE

The purpose of this report is to:

To inform Council of the submission lodged to the Department of Energy, Environment and Climate Action's (DEECA) 'Setting the standard of better recycling at home" and advise of the proposed regulations and their implications.

2. RECOMMENDATION

That Council:

- 1. Note and endorse the submission to the Department of Energy, Environment and Climate Action's (DEECA) 'Setting the standard of better recycling at home' consultation made by officers.
- 2. Continue to advocate that waste services provided by, or on behalf of Local Government have the flexibility and discretion to consider service efficiencies (financial, operational and environmental) and whether these are proportional to the benefits the change in service will deliver.
- 3. Write to the local State Members of Parliament to provide a copy of the submission and requesting an opportunity for Council to provide a brief on the implications of the regulations on Campaspe Shire Council and other regional Councils.
- 4. Write to The Honourable Steve Dimopoulos, Minister for the Environment and The Honourable Melissa Horne, Minister for Local Government outlining our concerns and the need to have a whole of Government approach to the unique impacts rural Councils face in implementing the proposed regulations.

3. BACKGROUND

The Department of Energy, Environment and Climate Action (DEECA) is working with councils and Alpine Resorts Victoria (ARV) in rolling out Victoria's new standardised four-stream household waste and recycling system.

Households that receive waste and recycling services from local councils and ARV will have access to separate services for the following streams.

| Glass recycling | A glass recycling service must be in place by 2027. The service may be provided through a kerbside bin (with a purple lid), drop-off facilities or a combination of both. |
|----------------------|---|
| Commingled recycling | Commingled recycling services will continue to be provided and must use bins with a yellow lid. Once a glass service is introduced, this will only collect paper, cardboard, plastics, and metals. |
| Food & O | A Food Organics and Garden Organics (FOGO) collection service. The service may be provided through a kerbside bin (with a light green lid) or drop-off facilities. |
| General waste | Any kerbside collection of residual waste (comprising principally non-recyclable waste materials for disposal in landfill) must use the bins with a red lid. |

Household waste and recycling services will be regulated by Recycling Victoria (RV) through regulations and a service standard established under the Circular Economy (Waste Reduction and Recycling) Act 2021.

The consultation for the service standard first commenced in November 2021. Following this a framework and discussion paper was open for discussion in September 2022. The most recent round of consultation opened for public comment on 14th June and closed 14th August 2024. The final regulations were expected towards the end of 2023 and the resulting delay has resulted in a level of uncertainty in the sector making it difficult for forward planning of Councils waste service. The final regulations are now expected by the end of 2024.

Key aspects of the consultation are summarised below:

- Offering a separate glass service by 2027.
- Earlier commencement of a mandatory FOGO service from 2030 to 2027.
- That the mandatory FOGO service is 'opt out,' where the onus is on Council to review every three years.
- Discretion of Council to determine if the provision of a kerbside service is reasonably practicable based on space for bins and geographical location every three years.

- Updated bin content list.
 - Glass is banned from the recycling bin.
 - Reusable steel containers and stainless-steel drink bottles are banned from the recycling bin.
 - Clean tissues and napkins are banned from the recycling bin.
 - o There is an ability to add soft plastics to the yellow bin.
 - Compostable packaging including caddy liners are banned from the FOGO bin.
 - Other compostable items that are accepted by Biomix are banned (e.g. bamboo, animal poo, used tissues).
- A requirement for Council to educate the community on the standard bin requirements so far as is reasonably practicable or face penalties.
- Requirements around the provisions of drop off services including public transport and foot access.
- A supporting Regulatory Impact Statement (RIS).

The Chief Executive Officer (CEO) wrote to the Minister for the Environment immediately after the consultation was announced expressing concerns that the timing for the consultation was poor as it was just prior to the caretaker period, and that the consultation period was too short to allow officers to engage with the community and Councillor's for a robust submission. The CEO highlighted that the proposed regulations would have a significant impact on the community both in terms of service change and resulting cost, and that the length of the consultation period should reflect this and be extended to at least December 2024.

The Minister replied to the CEO on 7th August 2024 granting a ten-day extension. Unfortunately, the reply came too late, and extension was not sufficient to enable officers to engage with the community and Councillors as discussed above.

Previous Council Discussion

- At the briefing session held on the 5 October 2022, Council officers: reported on the Recycling Victoria's, Kerbside Reforms, and Circular Economy (Waste Reduction and Recycling) Act 2021 (CE Act).
- Council officers attended the Council briefing session on the 3 September 2024 and discussed the 'Setting the standard for better recycling at home' submission and the impact the proposed changes will have on our community.

4. DISCUSSION

The aims of the kerbside reform program are supported by officers and aligns with Council's waste management strategy 'Building the Case for Waste' to reduce waste to landfill and increase resource recovery.

There is concern that State Government does not understand the challenges in providing a rural kerbside service compared to a metropolitan service. The proposed solution does not allow for Councils to be flexible in meeting the needs of their community, nor take advantage of superior suppliers that can accept a wider range of materials. Limiting accepted materials to the ability of the lowest quality supplier in the state seems to stifle innovation and penalise suppliers who have

invested in equipment and developing intellectual property to accept a wider range of materials who will no longer stand out in the market.

A key objective of the kerbside reform program is to improve the quality of paper and cardboard collected in the commingled recycling bin. This is to be done by providing a separate glass service to avoid contaminating the paper and cardboard with glass fines. To run a separate kerbside glass service in a regional setting however will incur significant additional collection costs. Moreover, as Council's contracted Material Recovery Facility (MRF) accepts material from NSW, any glassless material collected by Council's kerbside collection contractor will soon be contaminated at the MRF. As such, residents of Campaspe will be exposed to 20 percent higher annual recycling costs with no additional benefit.

Previously, a mandatory FOGO service was required by 2030. In this round of consultation, it has been proposed to accelerate this to 2027. Officers are genuinely concerned this will not be achievable because of the supply issue of bins in a constrained market and the timely delivery of additional collection vehicles which have long lead time. The waste team had previously planned to bring the community along to a mandatory FOGO service by 2030 by advertising the benefits of the opt in FOGO service. The current 'opt in' model is at 80 percent uptake and has had contamination levels under 0.5%. Doing otherwise risks an increase in contamination that will likely lead to material being sent to landfill and financial penalties.

The proposed FOGO service is also based on an opt out model where the onus is on Council staff to assess applications to opt out and upload evidence for Recycling Victoria's review every three years. Feedback from City of Greater Bendigo that deployed a similar model is that they were overwhelmed by requests to opt out with almost 30 percent of 15,000 services. Additionally, in regional settings, if properties opt out of a service the contractor will still be exposed to the costs as it is likely the collection vehicle will still need to traverse the large distances to collect the outer services.

Officers are concerned how the additional resources required to comply with the regulations will be funded, including the provision of drop of points, considering the Minster for Local Government's service charge guidelines. For instance, it is not clear which properties should be charged for the provision of a drop off point. The guidelines also state that street litter collections cannot be included in services charges and at this point it is unclear whether drop off points will be considered in the same manner, limiting Councils ability to recover costs.

Officers are also concerned with how the proposed changes will integrate with existing long-term waste contracts that commenced in 2021 and have up to 12 years remaining. From a MRF processing point of view the removal of glass changes the weight of the bin and so the contamination banding (which is based on the total weight of the bin) should be adjusted. Additional, financial penalties will be incurred if glass is now defined as a contaminant in terms of the kerbside contract. The point being that variations to existing contracts are expensive, time consuming and cannot be tested in the open market.

Additionally, Officers submission urges State to:

- Consider better labelling rather than relying on a complicated A-Z guide that will be updated every three years.
- To review the validity of the separate glass bin and propose a separate paper and cardboard bin is a better way to achieve the kerbside reform aims. This also enables soft plastics to be recycled through the recycling bin as it will not be contaminated with paper.
- Swap the deployment date of glass and FOGO bins so the impact of CDS (Container Deposit Scheme) (with the inclusion of wine and spirit bottles) can be considered.

- Provide guidance around procurement and building these new services into existing contracts.
- Better understanding and guidance for regional councils meeting the reasonably practicable requirements for drop offs for glass.
- A review of the assumptions made in the RIS including contract arrangements for flip rates in regional settings as the government suggests savings in low presentation rates. For clarity, for regional kerbside collection contracts the presentation of the bin is irrelevant as the contractor needs to cover costs in traversing to the property.

It should be noted that the Municipal Association of Victoria's (MAV's) submission is aligned with officer's concerns. It is worth noting that the responses MAV received from Council's on the actual standard bin contents list was varied. Officers suggest this demonstrates the complexities of providing kerbside waste and recycling services and the range of suppliers that are available and the complexity of the needs of various LGA communities which will not be considered in a statewide standard list.

5. STAKEHOLDER ENGAGEMENT

Internal consultation:

• At the ELT meeting held on the 14 August 2024 Council officers informed them of the proposed submission for the Department of Energy, Environment and Climate Action's (DEECA) 'Setting the standard of better recycling at home' and raising concerns regarding the impact they will have on our community.

Councillors:

• Council briefing 3 September 2024

External consultation:

In writing the submission, Officers engaged with:

- Municipal Association Victoria (MAV)
- Members of the Loddon Mallee Circular Economy Reference Group
- Members of the former Goulburn Valley Waste and Resource Recovery Group (GVWRRG)
- Recycling Victoria (RV)
- Department of Energy, Environment and Climate Action (DEECA)
- JR Richards
- Veolia
- Biomix

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 – Council officers informed the community of State Government's consultation on Engage Victoria through Council's social media accounts and encouraged the community's participation directly with State Government. For clarity, the community has not been informed regarding officers' actual submission. State Government may choose to publish officers' submission as it was marked as public.

Public Transparency Policy

Not applicable

6. LEGISLATIVE CONTEXT

Household waste and recycling services is regulated by Recycling Victoria (RV) through regulations and a service standard established under the Circular Economy (Waste Reduction and Recycling) Act 2021.

7. FINANCIAL AND OTHER RESOURCE IMPLICATIONS

This report does not have any direct financial and resource implications.

However, there will be implications if the regulations as proposed are finalised.

The financial costs consist of:

- 1. Cost of the bin infrastructure-glass bins and rural FOGO bins.
- 2. Increased kerbside collection costs.
- 3. Increased recycling processing rate due to change in contamination banding.
- 4. Potential additional contamination penalties.
- 5. Provision of drop off points, including management of illegal dumping.
- 6. Additional staff resources to manage additional obligations.
- 7. Increased road maintenance requests due to additional collection vehicles.

8. ENVIRONMENTAL IMPLICATIONS

This report does not have any direct environmental implications.

However, there will be implications if the regulations as proposed are finalised.

- Increases to Council's emissions for the additional glass monthly glass service by 50%.
- There are no benefits to the environment from a separate glass collection as the material will become contaminated with glass when it is processed at the MRF.

9. OPPORTUNITIES AND RISK

Opportunities:

The opportunity for the recommendations made in this report is for Council to articulate the unique circumstances of our community and ensure the regulations are shaped in a manner that enables Council to provide a cost effective, sustainable suite of waste services that meet the aim of the kerbside reform program to increase resource recovery and reduce waste to landfill.

Risk:

If the recommendations are not actioned, the risk is that Council will have legislative obligation to provide waste services that come at significant environmental and financial cost that do not offer proportional benefits to the community.

10. CONCLUSION

Council officers have made a submission to the Department of Energy, Environment and Climate Action's (DEECA) 'Setting the standard of better recycling at home' aligned with what is discussed in the issues section.

Officers welcome the aims of the reform but are cognisant of the current cost of living crisis and the impact the Minister for Local Government service charge guidelines will have on Council's operations. Council's waste portfolio has been operating at a deficit for a number of years and is moving to a full cost recovery model for the next financial year. State Government have also advised that the landfill waste levy will be increasing by 30 percent. Officers are concerned of the significant increase in costs that will be forced on to Council because of the kerbside reform program and how these are to be funded considering the Minister for Local Government's guidelines.

Standard contents list for the glass recycling service

Councils and **ARV** must take all reasonable steps to ensure that the **glass recycling service** accepts all items on the 'accepted' list and does not accept any items on the 'not accepted' list in Table 2.

Table 1: Standard contents list for the glass recycling service

| Category | Items | Presentation |
|--|---|---|
| ACCEPTED | | |
| Glass bottles and jars for food and drinks (any size) | Soft drink, juice, water, milk bottles Beer, wine, spirits bottles Sauce, condiment, oil bottles and jars Food jars (e.g. pasta sauce, jam, pickles, coffee) | Intact or broken Empty, lightly rinsed Lids on No need to remove bottle rings, pourers, or labels |
| Glass bottles and jars for medicine, toiletries (any size) | Medicine bottles Vitamin and supplement bottles Bottles and jars for toiletries and cosmetics (e.g. lotions, oils) | Intact or broken |
| NOT ACCEPTED | | |
| Lids | Bottle lids, jar lids | Loose |
| Other closures | Bottle pumps, spray nozzles, droppers, corks | |
| Soft plastics | Bagged recyclables, plastic bags | |
| Metal, plastic, paper, cardboard containers | Drink cans, plastic bottles, milk cartons Drink packaging (e.g. cardboard carriers) | |
| Bottles and jars with contamination | Bottles and jars with items inside them (e.g. cigarette butts, straws, food, liquid). Nail polish, perfume, aftershave bottles. | |
| Glass kitchenware | Drinking glasses, glass cookware and containers (e.g. Pyrex), crystal glass Reusable coffee cups and water bottles Crockery and ceramics | Intact or broken |
| Glass household items | Perfume and aftershave bottles, nail polish bottles Essential oil bottles, candle jars Picture frame glass, mirrors Light bulbs, fluorescent tubes Decorative glass items (e.g. vases) Glass from furniture, appliances, electronics (e.g. microwave turntables) | Intact or broken |
| Other glass | Medical or laboratory glass Plate glass (window glass and windscreens), fibre glass Eyeglasses/sunglasses | Intact or broken |

Standard contents list for the mixed recycling service.

Councils and ARV must take all reasonable steps to ensure that the **mixed recycling service** accepts all items on the 'accepted' list and do not accept any items on the 'not accepted' list in Table 3 or 4.

If a council or ARV:

- has an **offtake arrangement** for recycling soft plastics, the **council** or **ARV** must take all reasonable steps to ensure that **the mixed recycling service** meets List A in Table 3; or
- does not have an **offtake arrangement** for recycling soft plastics, the **council** or **ARV** must take all reasonable steps to ensure that the **mixed recycling service** meets List B in Table 4.

Explanatory note

The Victorian government has committed to including soft plastics in the **mixed recycling service** of this service standard at a future date to be determined based on industry capacity to accept this material. At the date of development, industry capacity is growing, and several offtake agreements are in place between **councils** and industry partners to recycle soft plastics. Recycling Victoria will continue to review industry capacity to accept soft plastics in the **mixed recycling service** in all municipal councils and alpine resorts. The first review of this service standard is expected to consider this, with a view to introducing a consistent approach across all municipalities at that point. If a **council** or **ARV** has an offtake arrangement in place, then the council or ARV is able to accept soft plastics in the mixed recycling stream.

| Category | Items | Presentation |
|-----------------------------------|---|--|
| ACCEPTED | | |
| Plastic bottles and containers | Beverage bottles (e.g. soft drink, juice) Plastic sauce bottles (e.g. tomato sauce) Toiletry bottles and tubes (e.g. shampoo, shower gel, moisturiser) Laundry bottles (e.g. laundry detergent) Household cleaning bottles (e.g. dishwashing liquid, bathroom cleaners) Plastic jars and lids (e.g. peanut butter) Plastic food tubs and lids (e.g. yogurt, butter, ice cream) Biscuit and chocolate trays Fruit and vegetable trays and punnets Plastic takeaway containers and lids Plastic plant pots | Empty, lightly rinsed Crush bottles and replace cap No bottle pumps or spray nozzles Remove plastic film/plastic wrapping No need to remove labels |
| Tins, foil, metal lids | Beverage cans (e.g. soft drink cans, beer cans) Food tins (e.g. tomato tins, pet food tins) Drink powder tins (e.g. instant coffee, hot chocolate) Biscuit and chocolate tins Cooking oil canisters (no need to remove plastic pourer) Aerosol cans (must be empty) Aluminium foil (scrunch into a ball the size of a golf ball or larger), foil trays Metal bottle and jar lids (any size) | Empty, lightly rinsed No aerosol cans that: contain any liquid have a Schedule 6 rating under the Poisons Standard (empty or full) are barbeque cleaners (empty or full) |
| Paper and cardboard | Cardboard boxes (including boxes with sticky tape) Pizza boxes | Remove solid food (cardboard containers with food stains can be recycled) |

Table 2: Standard contents list for the mixed recycling service with soft plastics accepted (List A)

| Category | Items | Presentation |
|---------------------|---|--|
| | Uncoated cardboard food containers (e.g. burger boxes, coffee cup carry trays, paper plates) Box packaging (e.g. tissue boxes, detergent boxes, cereal boxes) Office paper (not shredded) Cardboard tubes (e.g. for toilet paper or paper towel) Moulded cardboard packaging (e.g. egg cartons, produce trays) Greeting cards (without glitter or attached items) Cardboard postal envelopes (without bubble wrap) Brochures, leaflets, and flyers Newspapers, magazines, and catalogues Letters and envelopes (including windowed envelopes) Books, phone books Paper gift wrap (no foil or plastic gift wrap or tissue paper) Butchers paper (no plastic-lined deli paper) Paper bags (e.g. lunch bags, food delivery bags) | Remove any plastic wrapping, lining, polystyrene, cutlery, sachets, receipts Flatten cardboard boxes |
| Beverage cartons | Gable-top cartons (e.g. milk, juice) Long-life cartons (e.g. soy milk, long-life milk, soup, stock, juice boxes) | Empty, lightly rinsed Replace caps, leave straws in juice boxes |
| Soft plastics | Sandwich bags, freezer bags, zip lock bags, cling wrap Food bags (e.g. for bread, produce, rice, cereal) Plastic grocery and shopping bags, netting bags Silver-lined plastic bags and wrappers (e.g. for chips, chocolate) Food pouches (e.g. yogurt pouches, pet food pouches) Bags and wrapping for homewares Plastic sachets and film lids Plastic post satchels, bubble wrap, cellophane Pet food and potting mix bags | |
| NOT ACCEPTE | D | |
| Glass | Glass bottles and jars Glass kitchenware (e.g. drinking glasses, Pyrex glassware) Glass household items (e.g. vases, mirrors, nail polish bottles) Other glass (e.g. broken glass, window glass) | |
| Plastic | Meat trays, deli meat trays Cordial bottles Plastic plates, bowls, cups, cutlery, straws, drink stirrers Items labelled compostable, biodegradable, degradable, oxo- degradable, plant-based, bioplastic Reusable plastic containers (e.g. reusable coffee cups, reusable water bottles, baby bottles, lunch boxes) Household items (e.g. coat hangers, toothbrushes, toys, eyeglasses) CDs, DVDs, video tapes, cassette tapes and their cases Plastic strapping Bank cards, loyalty cards Plastic items under 5cm in diameter (e.g. bottle lids and caps, bread tags, single-serve sauces) | |

| Category Items Presentation | |
|-----------------------------|--|
| Category | Plastic items larger than a 3L bottle (e.g. laundry baskets, water |
| | cooler bottles) |
| Expanded | Foam trays |
| polystyrene | Plates, bowls, cups |
| (Styrofoam) | Takeaway containers (e.g. clamshells), noodle cups |
| | Loose fill packaging (e.g. packing peanuts) |
| | Moulded packaging (e.g. for packaging home goods) |
| Metal | Kitchenware (e.g. pots, pans, cutlery) |
| | Reusable metal containers (e.g. stainless steel water bottles, lunch boxes) |
| | Metal household items (e.g. coat hangers, tools, screws, keys, |
| | magnets, wire) |
| Paper and | Tissues, serviettes, napkins, paper towels, tissue paper, toilet |
| cardboard | paper |
| | Coffee cups and lids, smoothie/milkshake cups and lids |
| | Frozen food cartons and tubs (e.g. ice cream cartons) |
| | Laminated, coated, or lined paper and cardboard (e.g. straws, fish and chips paper, deli paper, plastic-lined takeaway containers) |
| | Cardboard with a wax coating (e.g. waterproof fruit and vegetable |
| | boxes) |
| | Baking paper, wax paper |
| | Receipts, photographs, stickers |
| | Shredded paper, paper/cardboard items smaller than a business card (e.g. bread tags) |
| Other fibres | Wood and bamboo containers, cutlery, and straws |
| | Sugarcane containers, cutlery, and straws |
| | Chopsticks, drink stirrers, skewers, toothpicks, icy pole sticks |
| | Bamboo household items (e.g. toothbrushes, dish brushes), corks |
| | Cat litter |
| Composite | Toothpaste tubes, dental floss containers, blister packs |
| items | Coffee pods, cardboard cans with a metal base (e.g. chip containers, gravy containers) |
| | Bottle pumps, spray nozzles |
| Hazardous | Batteries of any kind |
| items and | Gas cylinders, CO2 canisters |
| substances | Aerosol cans that are not empty |
| | Aerosol cans with a Schedule 6 Poisons rating; barbeque cleaner |
| | aerosols (empty or full) Paint tins (including empty paint tins), containers used for toxic or |
| | corrosive chemicals and oils |
| | Printer cartridges |
| | E-waste (any item that uses a cord, battery, or charger) |
| | Light bulbs, fluorescent tubes, string lights |
| | Sharps, medical waste, asbestos |
| Construction | Ropes, cables, straps |
| materials, furniture, | Wood, pipes, wallpaper |
| appliances | Bricks, concrete, rubble Drop sheets, tarpaulins |
| | Furniture, appliances |
| | ו מרווגמרט, מאטומוטבט |

| Category | Items | Presentation |
|----------------------------------|---|--------------|
| Textiles | Clothing, fabric, rags (natural or synthetic fibres) | |
| Sanitary and personal care items | Wipes (e.g. cleaning wipes, baby wipes, make up wipes) Nappies, sanitary pads, tampons Cotton wool, cotton bud sticks, makeup pads, sponges | |

Table 3: Standard contents list for the mixed recycling service with soft plastics not accepted (List B)

| Category | Items | Presentation |
|--------------------------------------|--|---|
| ACCEPTED | | |
| Plastic bottles and containers | Beverage bottles (e.g. soft drink, juice) Plastic sauce bottles (e.g. tomato sauce) Toiletry bottles and tubes (e.g. shampoo, shower gel, moisturiser) Laundry bottles (e.g. laundry detergent) Household cleaning bottles (e.g. dishwashing liquid, bathroom cleaners) Plastic jars and lids (e.g. peanut butter) Plastic food tubs and lids (e.g. yogurt, butter, ice cream) Biscuit and chocolate trays Fruit and vegetable trays and punnets Plastic takeaway containers and lids Plastic plant pots | Empty, lightly rinsed Crush bottles and replace cap No bottle pumps or spray nozzles Remove plastic film and plastic wrapping No need to remove labels |
| Tins, foil, metal lids | Beverage cans (e.g. soft drink cans, beer cans) Food tins (e.g. tomato tins, pet food tins) Drink powder tins (e.g. instant coffee, hot chocolate) Biscuit and chocolate tins Cooking oil canisters (no need to remove plastic pourer) Aerosol cans (must be empty) Aluminium foil (scrunch into a ball the size of a golf ball or larger), foil trays Metal bottle/jar lids (any size) | Empty, lightly rinsed No aerosol cans that: • contain any liquid • have a Schedule 6 rating under the Poisons Standard (empty or full) • are barbeque cleaners (empty or full) |
| Paper and cardboard | Cardboard boxes (including boxes with sticky tape) Pizza boxes Uncoated cardboard food containers (e.g. burger boxes, coffee cup carry trays, paper plates) Box packaging (e.g. tissue boxes, detergent boxes, cereal boxes) Office paper (not shredded) Cardboard tubes (e.g. for toilet paper or paper towel) Moulded cardboard packaging (e.g. egg cartons, produce trays) Greeting cards (without glitter/attached items) Cardboard postal envelopes (without bubble wrap) Brochures, leaflets, and flyers Newspapers, magazines, and catalogues Letters and envelopes (including windowed envelopes) Books, phone books Paper gift wrap (no foil/plastic gift wrap or tissue paper) Butchers paper (no plastic-lined deli paper) Paper bags (e.g. lunch bags, food delivery bags) | Remove solid food (cardboard containers with food stains can be recycled) Remove any plastic wrapping, lining, polystyrene, cutlery, sachets, receipts Flatten cardboard boxes |

| Category | Items | Presentation |
|--|---|---|
| Beverage cartons | Gable-top cartons (e.g. milk, juice) Long-life cartons (e.g. soy milk, long-life milk, soup, stock, juice boxes) | Empty, lightly rinsed Replace caps, leave straws in juice boxes |
| NOT ACCEPTI | ED | |
| Glass | Glass bottles and jars Glass kitchenware (e.g. drinking glasses, Pyrex glassware) Glass household items (e.g. vases, mirrors, nail polish bottles) Other glass (e.g. broken glass, window glass) | |
| Plastic | Meat trays, deli meat trays Cordial bottles Plastic plates, bowls, cups, cutlery, straws, drink stirrers Items labelled compostable, biodegradable, degradable, oxo-degradable, plant-based, bioplastic Reusable plastic containers (e.g. reusable coffee cups, reusable water bottles, baby bottles, lunch boxes) Household items (e.g. coat hangers, toothbrushes, toys, eyeglasses) CDs, DVDs, video tapes, cassette tapes and their cases Plastic strapping Bank cards, loyalty cards Plastic items under 5cm in diameter (e.g. bottle lids/caps, bread tags, single-serve sauces) Plastic items larger than a 3L bottle (e.g. laundry baskets, water cooler bottles) | |
| Expanded polystyrene (Styrofoam) | Foam trays Plates, bowls, cups Takeaway containers (e.g. clamshells), noodle cups Loose fill packaging (e.g. packing peanuts) Moulded packaging (e.g. for packaging home goods) | |
| Metal | Kitchenware (e.g. pots, pans, cutlery) Reusable metal containers (e.g. stainless steel water bottles, lunch boxes) Metal household items (e.g. coat hangers, tools, screws, keys, magnets, wire) | |
| Paper and cardboard | Tissues, serviettes, napkins, paper towels, tissue paper, toilet paper Coffee cups and lids, smoothie/milkshake cups and lids Frozen food cartons and tubs (e.g. ice cream cartons) Laminated, coated, or lined paper and cardboard (e.g. straws, fish and chips paper, deli paper, plastic-lined takeaway containers) Cardboard with a wax coating (e.g. waterproof fruit and vegetable boxes) Baking paper, wax paper Receipts, photographs, stickers Shredded paper, paper/cardboard items smaller than a business card (e.g. bread tags) | |
| Other fibre | Wood/bamboo containers, cutlery, and straws Sugarcane containers, cutlery, and straws Chopsticks, drink stirrers, skewers, toothpicks, icy pole sticks Bamboo household items (e.g. toothbrushes, dish brushes), corks Cat litter | |
| Composite items | Toothpaste tubes, dental floss containers, blister packs | |

| Category | Items | Presentation |
|--|--|--------------|
| | Coffee pods, cardboard cans with a metal base (e.g. chip containers, gravy containers) Bottle pumps, spray nozzles | |
| Textiles | Clothing, fabric, rags (natural or synthetic fibres) | |
| Sanitary and personal care items | Wipes (e.g. cleaning wipes, baby wipes, make up wipes) Nappies, sanitary pads, tampons Cotton wool, cotton bud sticks, makeup pads, sponges | |
| Hazardous items and substances | Batteries of any kind Gas cylinders, CO2 canisters Aerosol cans that are not empty Aerosol cans with a Schedule 6 Poisons rating; barbeque cleaner aerosols (empty or full) Paint tins (including empty paint tins), containers used for toxic or corrosive chemicals and oils Printer cartridges E-waste (any item that uses a cord, battery, or charger) Light bulbs, fluorescent tubes, string lights Sharps, medical waste, asbestos | |
| Construction materials, furniture, appliances | Ropes, cables, straps Wood, pipes, wallpaper Bricks, concrete, rubble Drop sheets, tarpaulins Furniture, appliances | |
| Soft plastics | Sandwich bags, freezer bags, zip lock bags, cling wrap Food bags (e.g. for bread, produce, rice, cereal) Plastic grocery and shopping bags, netting bags Silver-lined plastic bags/wrappers (e.g. for chips, chocolate) Food pouches (e.g. yogurt pouches, pet food pouches) Bags and wrapping for homewares Plastic sachets and film lids Plastic post satchels, bubble wrap, cellophane Pet food and potting mix bags | |

Standard contents list for the FOGO service.

Councils and **ARV** must take all reasonable steps to ensure that the **FOGO service** accepts all items on the 'accepted' list and does not accept any items on the 'not accepted' list in Table 5.

| Category | Items | Presentation |
|---------------|---|--|
| ACCEPTED | | |
| Food organics | Fruit and vegetables including raw and cooked vegetables and peelings Food unsuitable for home composting (e.g. onions, garlic, avocado seeds, citrus) | Remove all containers, packaging, labels, stickers |

| Category | Items | Presentation |
|---|---|--|
| | Uneaten food, leftovers, and plate scrapings Out of date or mouldy food Loose leaf tea, coffee grounds Raw and cooked meat, poultry, and seafood Raw and cooked bones from food waste, including meat, fish, poultry carcasses Shellfish shells (e.g. oyster shells, mussel shells) Cheese, yogurt, cream Eggs and eggshells Rice, pasta, beans, cereal Nuts and seeds Lollies, chocolates, and jellies Baked goods (e.g. bread, cakes, pastries) Cooking oil soaked up with paper towel Pet food | |
| Garden organics | Grass and lawn clippings Weeds (e.g. ivy) Leaves, flowers, and plants (including dead and diseased plants) Twigs, sticks, branches and pruning's Vegetable waste from the garden Real Christmas trees Hay and straw Small amounts of soil and mulch (e.g. soil attached to dead plants) | Cut to fit in the bin with the lid closed Branches no more than 10cm in diameter (width) and 40cm long |
| Hair, feathers | Hair (human/animal) Feathers | No synthetic or dyed feathers No dead animals No rugs |
| Paper wrapping/lining materials for food organics | Newspaper sheets Paper towels Paper caddy liners | As wrapping for food organics or lining for food caddies |
| Used paper towels and napkins | Paper towels Paper napkins/serviettes | No chemicals or cleaning products |
| NOT ACCEPTED | | |
| Category | Items | |
| Compostable plastic caddy liners | Compostable plastic caddy liners, including caddy liners certified to AS 4736 and AS 5810 | |
| Liquids | Liquid food products (e.g. milk, cooking oil) unless soaked up with paper towel Other liquids (e.g. cleaning products, fertiliser) | |
| Packaging and food containers | Stickers (e.g. fruit stickers), elastic bands, cling wrap Tea bags, coffee pods, coffee filter papers Coffee cups, takeaway containers | |
| Plastic single-use tableware | Cutlery, straws, and stirrers Dinnerware (e.g. bowls, plates, cups) | |

| Catagoni | la ma | Dresentetion |
|--|--|--------------|
| Category | Items | Presentation |
| Metal, glass, plastic | Metal (e.g. drink cans) Glass (e.g. beer bottles) Plastic items (e.g. plastic cutlery) Soft plastics, plastic bags, netting bags Expanded polystyrene | |
| Wood and bamboo items | Wood/bamboo containers, cutlery, and straws Chopsticks, drink stirrers, skewers, toothpicks, icy pole sticks Bamboo toothbrushes, dish brushes | |
| Coated paper and cardboard | Paper and cardboard packaging (e.g. paper straws, paper bags, cardboard bread tags, fish and chips paper, plastic-lined deli paper, coated paper plates) Baking paper, wax paper Receipts, shredded paper Cardboard with a wax coating (e.g. waterproof fruit and vegetable boxes) | |
| Any certified compostable items Items labelled compostable, biodegradable, degradable, oxo- degradable, biobased, bioplastic, plant-based | Coffee cups, smoothie/milkshake cups and lids Compostable plastic containers, cutlery, and straws Sugarcane containers, cutlery, and straws Bags (e.g. grocery/produce bags), coffee bags Postal satchels, packing peanuts Dish brushes, cloths, wipes | |
| Hazardous materials | Batteries, sharps, asbestos, chemicals, other hazardous items E-waste (any item that uses a cord, battery, or charger) | |
| Hygiene and sanitary items | Nappies, including compostable or biodegradable nappies Sanitary items (e.g. wipes, sanitary pads), including compostable or biodegradable items Tissues Cotton balls, cotton bud sticks | |
| Timber, sawdust Treated, coated, or engineered wood | Garden stakes, fence posts, sleepers, furniture Sawdust, wood chips, wood shavings Engineered wood products (e.g. plywood, MDF, particle board) | |
| Building, gardening, and landscaping material | Dirt, sand, mulch, soil Gravel or rocks, bricks, concrete, rubble Ash, charcoal Fencing (e.g. brush fencing, bamboo screens) | |
| Garden implements and pots | Plant pots (plastic or ceramic) Gardening supplies (e.g. fertiliser, weed killer) Gardening tools, furniture Hoses, ropes, string, twine Artificial plants, artificial Christmas trees | |
| Dust, lint, and litter | Vacuum dust, washing machine and dryer lint Cigarette butts Chewing gum | |

| Category | Items | Presentation |
|-----------------------------------|---|--------------|
| Animal waste | Animal faeces (e.g. pet poo) Synthetic cat litter (e.g. crystal), biodegradable cat litter (e.g. corn, paper, clay) Deceased animals | |
| Textiles, latex, and wax products | Clothing, fabric, rags (natural or synthetic fibres) Balloons, gloves Candles, beeswax wraps | |
| Bulky garden organics | organics Large branches (i.e. over 10cm diameter and/or more than 40cm long) Tree stumps, whole real Christmas trees | |

Standard contents list for the general rubbish service.

Councils and **ARV** must take all reasonable steps to ensure that the **general rubbish service** accepts all items on the 'accepted' list and does not accept any items on the 'not accepted' list in Table 6 or 7.

If a **council** or **ARV**:

- has an **offtake agreement** in place for soft plastics, the **council** or **ARV** must take all reasonable steps to ensure that the **general rubbish service** that they provide meets List A (Table 6); or
- does not have an **offtake agreement** in place, the **council** or **ARV** must take all reasonable steps to ensure that the **general rubbish service** that they provide meets List B (Table 7).

| Category | Examples | Presentation |
|--|--|------------------|
| ACCEPTED | | |
| Glass items not accepted in the glass recycling service | Bottles/jars with items inside them (e.g. cigarette butts, straws, food, liquid) Drinking glasses, glass cookware and containers (e.g. Pyrex), crystal glass Reusable coffee cups and water bottles Perfume and aftershave bottles, nail polish bottles Essential oil bottles, candle jars Light bulbs, fluorescent tubes Glass from furniture, appliances, electronics, decorative items (e.g. vases, picture frames, microwave turntables) Mirrors, plate glass (window glass and windscreens), fibre glass Eyeglasses/sunglasses Medical or laboratory glass | Intact or broken |
| Plastic and packaging items not accepted in the mixed | Stickers (e.g. fruit stickers), elastic bands Meat trays, deli meat trays Cordial bottles | |

Table 5: Standard contents list for the general rubbish service with soft plastics not accepted (List A)

| Category | Examples | Presentation |
|---|--|--------------|
| recycling service | Plastic plates, bowls, cups, cutlery, straws, drink stirrers | |
| | Reusable plastic containers (e.g. reusable coffee cups, reusable water bottles, baby bottles, lunch boxes) | |
| | Plastic strapping, drop sheets, tarpaulins | |
| | Bank cards, loyalty cards | |
| | CDs, DVDs, video tapes, cassette tapes and their cases | |
| | Plastic items under 5cm in diameter (e.g. bottle lids/caps, bread tags, single-serve sauces) | |
| | Plastic items larger than a 3L bottle (e.g. laundry baskets, water cooler bottles) | |
| Expanded | Foam trays, plates, bowls, cups | |
| polystyrene (Styrofoam) | Takeaway containers (e.g. clamshells), noodle cups | |
| | Loose fill packaging (e.g. packing peanuts) | |
| | Moulded packaging (e.g. for packaging home goods) | |
| Composite items | Toothpaste tubes, dental floss containers, blister packs | |
| | Coffee pods, tea bags | |
| | Cardboard cans with a metal base (e.g. chip containers, gravy containers) | |
| | Bottle pumps, spray nozzles, droppers, corks | |
| Paper and | Tissues, tissue paper, toilet paper | |
| cardboard items not | Coffee cups and lids, smoothie/milkshake cups and lids | |
| accepted in the mixed | Frozen food cartons and tubs (e.g. ice cream cartons) | |
| recycling service | Laminated, coated, or lined paper and cardboard (e.g. straws, fish and chips paper, deli paper, plastic-lined takeaway containers) | |
| | Cardboard with a wax coating (e.g. waterproof fruit boxes) | |
| | Baking paper, wax paper | |
| | Receipts, photographs | |
| | Shredded paper, paper/cardboard items | |
| | smaller than a business card (e.g. bread tags) | |
| Compostable items (including certified | Compostable bags (e.g. compostable plastic caddy liners, grocery/produce bags, coffee bags) | |
| compostable | Postal satchels, packing peanuts | |
| items) Items labelled | Compostable/biodegradable coffee cups and lids, smoothie/milkshake cups and lids | |
| compostable, biodegradable, degradable, | Compostable/biodegradable plastic containers, cutlery, and straws | |

| Category | Examples | Presentation | |
|--|---|--|--|
| oxo-degradable, biobased, bioplastic, plant-based Wood and bamboo items | Sugarcane containers, cutlery, and straws Wood/bamboo containers, cutlery, and straws | | |
| | Wood/bamboo household items (e.g. toothbrushes, dish brushes) | | |
| | Chopsticks, drink stirrers, skewers, toothpicks, icy pole sticks | | |
| | Compostable/biodegradable dish brushes, cloths, wipes | | |
| Liquids | Liquid food products (e.g. cooking oil) – household quantities only | Poured into a container with lid closed tightly | |
| Small broken | Toys | No toys that use a battery, cable, or cord | |
| household items | Smoke detectors | No batteries | |
| items | Coat hangers (any type) | | |
| | Crockery, ceramics, and kitchenware (e.g. | | |
| | cutlery, plates, pots, and pans) Reusable metal containers (e.g. steel water | | |
| | bottles, lunch boxes) | | |
| | Metal household items (e.g. tools, screws, keys, magnets, wire) | | |
| | CDs, DVDs, video tapes, cassette tapes and their cases | | |
| | Hoses, ropes, string, twine | | |
| | Artificial plants | | |
| Textiles, latex, and wax products | Clothing, bedding, fabric, rags (natural or synthetic fibres) | | |
| | Balloons, gloves | | |
| | Candles, beeswax wraps | | |
| Sanitary, personal care | Nappies, including compostable or biodegradable nappies | Nappies: empty contents into toilet Tissues, face masks: double-bagged if | |
| and cleaning items | Sanitary items (e.g. wipes, sanitary pads, tampons), including compostable or biodegradable items | unwell | |
| | Tissues, face masks | | |
| | Paper towel used with chemicals/cleaning products | | |
| | Cotton wool, cotton bud sticks, makeup pads, sponges | | |
| | Toothbrushes, toothpaste tubes, dental floss | | |
| | First aid items | | |
| | Blister packs (empty) | | |
| | Razors, razor cartridges | | |
| | Makeup products | | |
| Timber and | Small pieces of timber/engineered wood | Less than 40 cm long | |
| engineered wood (small | Sawdust, wood chips, wood shavings | | |
| pieces), | | | |
| | | | |

| Category | Examples | Presentation |
|---------------------|---|--|
| Dust, lint, and | Vacuum dust, washing machine/dryer lint | |
| litter | Cigarette butts (put out) | |
| | Chewing gum | |
| Ash and charcoal | Wood heater ash | Must be completely cooled before placing |
| | Barbeque ash | in the rubbish bin |
| Animal waste | Animal faeces (e.g. pet poo) | |
| | Synthetic cat litter (e.g. crystal), | |
| | biodegradable cat litter (e.g. corn, paper, clay) | |
| Small, deceased | Insects, spiders | |
| | Birds, fish, rodents | |
| animals | | - |
| NOT | | |
| ACCEPTED | | |
| Soft plastics | | |
| Items with a 'recyc | clable' Australasian Recycling Label (ARL) | |
| Items in the Accep | nted list for the FOGO service | |
| Items in the Accep | <i>ited</i> list for the glass recycling service | |
| Items in the Accep | nted list for the mixed recycling service , including se | oft plastic |
| Itama nat accente | d in any household waste and recycling service (T | |

8.7.3 Proposed Cooba Solar Farm Update

| Directorate: | Sustainability |
|--------------------------|--|
| Responsible Officer: | Manager Planning and Building |
| Manager: | Manager Planning and Building |
| Attachments: | Not Applicable |
| 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. |
| | Flourishing local economy |
| | A resilient long term economy attractive to local and external investors |
| | Resilient protected and healthy natural environment |
| | Well managed resources for a sustainable future |
| | Protected natural environment |
| | Growing quality of life |
| | Communities have a say on local infrastructure and attractions that stimulate engagement and activity |
| Other Strategic Context: | Campaspe Economic Development and Tourism Strategy 2024 Campaspe, Greater Shepparton and Moira Regional Rural Land Use Strategy 2008 Loddon Malle North Regional Growth Plan 2014 |
| | |

1. PURPOSE

The purpose of this report is to seek Council endorsement for officers to make a submission to Planning Application PA2403122 which has been lodged with the Department of Transport and Planning (DTP) for the construction of a Solar Farm and Battery Energy Storage System at 124 Cornella Church Road and Plain Road, Colbinabbin. DTP is the Responsible Authority for this application not Campaspe Shire Council.

The application is expected to be formally advertised by DTP in the coming weeks and overlap with the Council election period.

2. **RECOMMENDATION**

That Council:

1. Note the planning application for the proposed Cooba Solar Farm has been lodged with the Minister for Planning for consideration and assessment.

2. Endorse officers to make a submission to the State Government in relation to the Cooba Solar Farm Planning Application with regard to policies and provisions of the Campaspe Planning Scheme, particularly in relation to policies and strategies relating to the protection of productive agriculture land, landscape values and tourism.

3. **DISCUSSION**

The Minister for Planning is the Responsible Authority for a planning application for an *energy generation facility with an installed capacity of 1 megawatt or greater.* The Cooba Solar Farm meets this requirement.

An application (PA2302456) for the Cooba Solar Farm was previously lodged with DTP in 2023. The application was never advertised as the applicant was required to address a further information request before this step occurred.

On 13 August 2024 the proponent withdrew the above application and subsequently lodged a new application known as PA2403122.

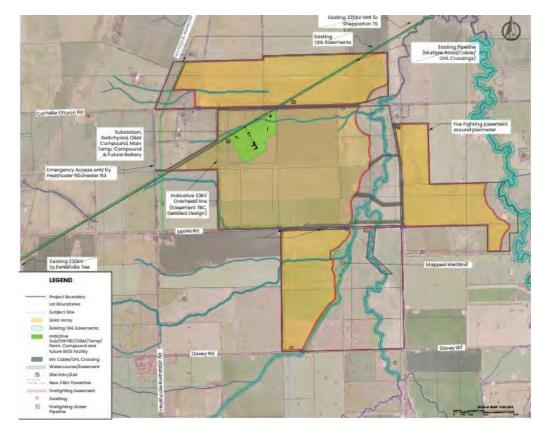


Figure 1 – Context Plan Source: Cooba Solar Farm website

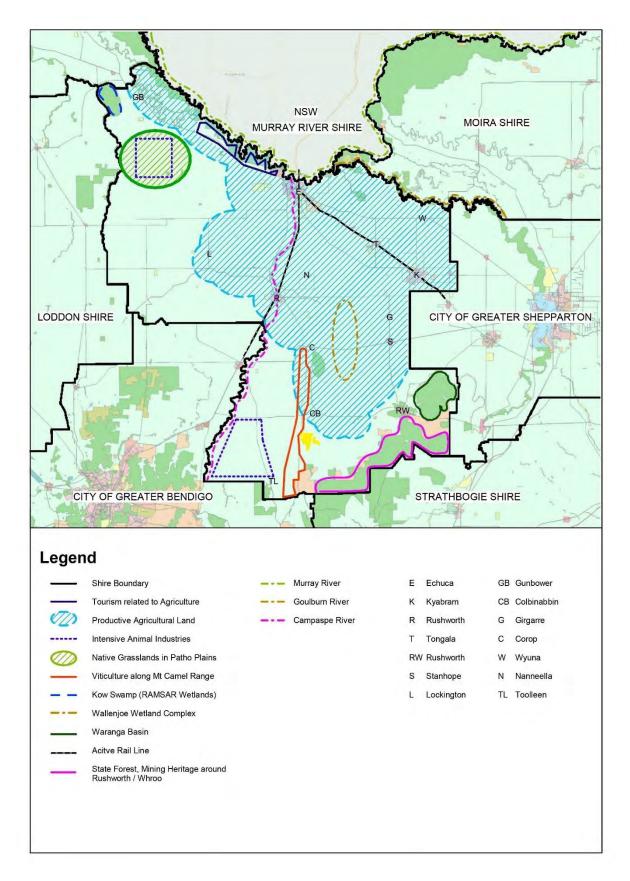


Figure 2 – Campaspe Shire Strategic Framework Plan (Cooba Solar Farm shown in yellow adjacent to Mount Camel Range) Source: Campaspe Shire Planning Scheme

Since the original application was lodged, the State Government via VC261 has gazetted changes to all Planning Schemes. These changes impact *Clause 53.22 Significant Economic Development* which this application will be considered under by the Minister.

The application will be required to undertake a public notice period, allowing parties to provide submissions to DTP regarding the proposal, however the changes made by the State Government have removed the ability to review any decision to the Victorian Civil and Administrative Tribunal (VCAT).

It is also officer's understanding, that there will be no further consultation following the close of the public notice period, therefore the only opportunity to provide input into the application process is via a written submission.

At the Council Meeting held on 18 June 2024 Council approved the following motion for a submission to the Municipal Association (MAV) of Victoria State Council Meeting to be held Friday 13 September 2024:

That the MAV calls on the Victorian Government to review the Solar Energy Facilities Design and Development Guideline to provide better mapping of areas of high agriculture and landscape value within renewable energy zones and introduce criteria to require proposed facilities to consider the agrotourism and agriculture productivity of the site and wider area in assessing the suitability of sites for renewable energy facilities.

Officers seek to utilise the endorsement of this motion to support the submission to planning application PA2403122 which will particularly focus on policies and strategies relating to productive agriculture land, landscape values and tourism. It is anticipated that the advertising period will be completed during caretaker period, with no Council meeting during this time.

4. STAKEHOLDER ENGAGEMENT

Internal consultation

ELT Briefing, 3 September 2024

Councillors

2 September 2024

External

Not required

5. LEGISLATIVE CONTEXT

Amendment VC261 altered the Victoria Planning Provisions (VPP) expanding the operation of the Development Facilitation Program (DFP). The DFP provides accelerated assessment for priority projects' planning permit applications. The amendment expands clause 53.22 'Significant Economic Development' of the VPP to include applications for renewable energy facilities, utility installations, and associate subdivisions, making them eligible for fast tracked assessments and decision making.

6. FINANCIAL AND OTHER RESOURCE IMPLICATIONS

It is anticipated that planning application PA2403122 will be placed on public notice in coming weeks for a period of 14 days. While submissions to a planning application can be received up until the point a decision is made, it is important that officers actively work to lodge a submission during the public notice period.

Based on the number of technical reports that will form part of the application and the short timeframes that are anticipated officers will be seeking external consultants support to review and provide advice to inform the submission.

7. CONCLUSION

This application will be determined by the Minster for Planning however it is important that formal submissions are put forward to inform any decision. Significantly, this is the only opportunity that will be provided for formal engagement in the planning application for the Cooba Solar Farm.

The Campaspe Shire Planning Scheme seeks to establish strategies and actions to support sustainable use of land, which encourages population growth whilst ensuring the viability of farming and industry, and development which consolidates and respects the historical built environment. This should form the basis of the submission to this project.

Given the anticipated timing of this application being placed on public notice, officers seek Council to endorse a submission being made to the Minister for Planning following review of the technical reports which have been submitted by the proponent.

8.8 Council Information

8.8.1 Notes of Appreciation

| Directorate: | Office of the CEO |
|----------------------|-------------------|
| Responsible Officer: | {position} |
| Manager: | 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. Julie & Wayne, Echuca.

Thank you to the Parks and Gardens Team for all the work carried out on our reserve, mowing, removing tumble weeds and spreading mulch around the trees.

"Your efforts are very much appreciated."

2. Jim, Cohuna.

Council received an email from Jim expressing his thanks to the Shire Roads Supervisor for leaving a message about the upcoming repairs on Bonn School Road and Jeffreys Road. Jim appreciates the attention given to this matter.

3. Marie, Kyabram

We received a note of thanks from Marie expressing her appreciation for the prompt and effective response by our rangers in handling a recent animal incident. Their quick action and professionalism were noted and valued by the community members.

"Thank you, great result."

4. Stuart, Torrumbarry

Council received a warm message from Stuart, who expressed his gratitude to the Planning team for the decision to decline the proposed storage facilities in Torrumbarry.

"I am very happy with the decision, I'm sure a lot of other people are as well and not just the locals but also others that visit this beautiful countryside. Thank you guys and girls for your logical decision and I wish you all the best"

5. Carole and Lew, Echuca

Council received an email from Carole and Lew, expressing their appreciation for the great work being done along Mt. Terricks Road and throughout Echuca.

They specifically mentioned their gratitude for the efforts to maintain the area, especially after the challenges posed by last summer's winds.

"We wish to again commend you on the great work that you are doing along Mt. Terricks Road, and also in the whole of Echuca.."

6. Echuca Regional Health, Echuca

Echuca Regional Health thanks Echuca Library's Knitting Group "*for the generous donation of the knitted daffodils, poppies, and face washer and soap sets*". The attention to detail and commitment to excellence you have shown are truly commendable.

ERH highly values the dedication and support from all team members, which allows us to continue delivering outstanding services to our community. "*ERH raised over \$1100 for the Cancer Council, through the sale of knitted brooches, hair clips, hair ties and brunches of daffodils.*"

7. Jenny, Kyabram

Jenny would like to extend her sincere appreciation to the Campaspe Shire Council for their prompt response to her recent report regarding the water running down the road guttering on Turnbull Street, Kyabram.

She is grateful for the attention and the swift action taken by the after-hours crew to investigate the issue.

8. Grace, Bendigo

Grace would like to extend their heartfelt thanks to Bree at the main desk of the Shire. Upon visiting the offices, they were particularly impressed with Bree's pleasant and helpful demeanor.

Grace greatly appreciated Bree's exceptional service, noting how her warm and accommodating approach made their experience at the Shire office truly positive.

9. Julie, Echuca

Julie would like to express her deepest gratitude to the Campaspe Shire, Hamish, and the contractors for their outstanding communication, efficiency, and swift action in addressing her fence issue.

Julie was initially apprehensive about contacting the Shire, but was pleasantly surprised by how smoothly and quickly the matter was resolved. Julie is extremely grateful for the prompt and professional support received, which exceeded expectations.

10. Tobin Brothers Funerals, Echuca

Tobin Brothers Funerals reached out to express sincere thanks to everyone involved in swiftly addressing an urgent request. A tree blocking their driveway was cleared away within the hour.

Tobin Brothers Funerals appreciates the great work and efficiency demonstrated by the team. Thank you to all staff members who contributed to this timely resolution.

11. Kyabram Urban Landcare Group, Kyabram

We want to thank you for the excellent job your team or mower man did earlier in the year. The quality of the work was greatly appreciated, and it made a significant difference to the appearance and usability of the reserve.

12. Campaspe Shire Facebook page

Public feedback on the Echuca East Precinct Soccer Skills Wall Video

- Sue expressed huge congratulations and thanks to the Campaspe Shire for creating this fantastic facility in East Echuca.
- Renee commented: "Such a beautiful space." and is excited to see the upcoming upgrades in Kyabram.

13. Liz, Echuca

Council received the following from an attendee of a recent Citizenship Ceremony: "Thank you so much for organising last evening's Citizenship Ceremony. It was solemn but joyful and beautifully planned and this morning, even after fifty-five years in Oz, I feel somehow different and more like I belong! It was a lovely evening, thanks to your perfect planning and I would like to thank you and your team and the Council."

14. David, Echuca

David would like to congratulate the nine Campaspe Shire Councillors for their dedicated service over the past four years. He extends his appreciation for the hard work and commitment shown by each Councillor.

David also wishes to express a special thank you to Leanne Pentreath for her outstanding service over two terms, totaling eight years on the Council.

15. Sally, EMD Parkinson's Support Group

The Support Group expressed their gratitude to the Community Partnerships team with the following thank you letter:

"The EMD Parkinson's Support Group is delighted to receive the Seniors Grant."

9 Notices of Motion

Governance Rule 2.3.9 Notices of Motion

A Notice of Motion must be in writing, dated and signed by the intending mover and lodged with the CEO no later than 12:00 pm (noon) at least ten (10) business days before the Council Meeting.

Cr Weston

That Council:

- 1. acknowledges the impacts on the Rushworth community and High Street businesses arising from Council's streetscape renewal project completed in April 2024.
- 2. waives the 2024-25 annual fee paid by street furniture permit holders in High Street Rushworth.
- 3. notes policy 159, Public Spaces Trading does not provide guidance on payment of fees when Council does works that stop or interfere with a permitted use.
- 4. undertakes to consider point (3) above when policy 159 is reviewed in 2025.

Rationale:

The Rushworth streetscape renewal project, second stage works commenced in the second half of 2023 and were practically completed in April 2024. The project, while overwhelmingly acknowledged and appreciated as beneficial long term did however cause disruptions and negative impacts during construction. In particular the High St hospitality businesses were unable to use their street furniture while the footpaths were demolished and replaced and were disproportionally impacted. This motion provides the opportunity for Council to consider if the High St hospitality businesses should pay a fee when unable to use their street furniture because of the streetscape works. The motion also affords the opportunity to undertake to articulate a position on the question of fees when permitted uses are disrupted via policy 159 review scheduled to be done by July 2025.

10 Urgent Business

11 Confidential Business

Nil.

12 Close Meeting

Pauline Gordon

Chief Executive Officer