

COUNCIL MEETING AGENDA - 26 MARCH 2024

Vision:

Indigo Shire - leading sustainable growth, community and cultural diversity, and climate action.

TO BE HELD: Tuesday, 26 March 2024 at 6.30pm

LOCATION: Council Chambers, 2 Kurrajong Way, Beechworth, and livestreamed on Council's website

ATTENDEES:	NAME	TITLE
	Cr Sophie Price	Mayor
	Cr Bernard Gaffney	Deputy Mayor
	Cr Peter Croucher	Councillor
	Cr Sue Gold	Councillor
	Cr Roberta Horne	Councillor
	Cr Diane Shephard	Councillor
	Cr Emmerick Teissl	Councillor
	Trevor Ierino	Chief Executive Officer
	Ian Ellett	Director Infrastructure Services
	Greg Pinkerton	Director Planning & Corporate Services
	Sally Rice	Director Community & Economic Development
	Carla Hanlon	Executive Manager People & Governance

Council meetings are live streamed and recorded. The voices and images of those participating in the meeting, and in the gallery, may be captured as part of this recording.

Acknowledgement of Country

Indigo Shire Council acknowledges the original custodians of these lands. The people of the rivers and the hills have walked these lands for thousands of years as well as today, and we pay respect to the elders of the past and present.

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1. **WELCOME**
2. **ACKNOWLEDGEMENT OF THE TRADITIONAL OWNERS OF THE LAND**
3. **APOLOGIES AND LEAVE OF ABSENCE**
4. **DECLARATION OF CONFLICT OF INTEREST**
5. **OPEN FORUM**

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

6. **COMMUNITY AND COUNCIL ACHIEVEMENTS**
7. **CONDOLENCES**
8. **CONFIRMATION OF MINUTES FROM PREVIOUS MEETING(S)**

RECOMMENDATION

That the Minutes of the Council Meeting held on 27 February 2024, as published on Council's website, be confirmed.

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9. BUSINESS ARISING FROM PREVIOUS MINUTES

Nil reports

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10. PETITIONS

10.1 PETITION - CHILTERN SWIMMING POOL OPENING HOURS

File No: 2024/178

Sally Rice - Director Community & Economic
Development

Community & Economic Development

For Decision

RECOMMENDATION

That Council resolves to note the petition.

1. SUMMARY

A petition was received on 5 March 2024 from members of the Chiltern community regarding the operating season of swimming pool within Indigo Shire and in particular in the Chiltern Pool. The Officers understanding of the intent of the petition, as described in both the cover letter and headline statement, are summarised as requesting:

- 1) that Council seriously consider an extension to the closing date of all swimming pools in the Shire until after the Easter period at least; and
- 2) people to please sign this petition if you believe that all residents of Indigo Shire should have equal opportunity to enjoy their local public pools throughout the entire swimming season.

The petition is attached, with names and addresses redacted, in accordance with Governance Rule 40(c). An unredacted copy has been provided to Councillors.

According to the Governance Rules the petition is not compliant because it does not “state the action or remedy sought from Council on every page”. In its entirety the petition included:

- a cover page which referred to the information included in point 1) above with no names, addresses and signatures included;
- 1 page of 30 names, addresses and signatures which were headlined with the statement included in point 2) above; and
- a further 12 pages of 330 names, addresses and signatures.

The non-compliant petition was accepted and this report recommends that Council note the petition.

GOVERNANCE RULES - PETITIONS

Under Governance Rules 40(d)(iii) in acknowledging a compliant petition at a Council meeting, Council may pass a resolution to:

- a. require the CEO to provide a response to the petition in accordance with Council’s protocols for written communication, or;
- b. require the CEO to provide a response to the petition at a future Council meeting, or;
- c. note the petition, or;
- d. require any other action that is appropriate to the petition, and within the powers of Council.

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2. OFFICER'S COMMENT

Council acknowledges the enjoyment and benefit that pools offer residents and visitors in the form of respite from the heat and the outcomes that come from being physically and socially active. Council is also aware of the changing nature of weather patterns that are often resulting in warmer weather into the Autumn months.

In 2021 Indigo Shire Council entered into a three-year contract with Belgravia Leisure to operate five outdoor seasonal swimming pools. These pools are in Beechworth, Chiltern, Rutherglen, Tangambalanga and Yackandandah. Hours of operation were fixed at the time of contract execution in line with the allocated budget as well as historical participation rates. The current contracted hours of operation are as follows:

Facility	Dates	Hours
Tangambalanga	Low Season 11 November to 17 December Peak Season 18 December 2021 to 28 January Late Season 29 January to 11 March	Low and Late Seasons Mon – Fri: 3pm - 7pm Sat – Sun: 1pm - 7:30pm Peak Season Mon – Fri: 1pm - 7:30pm Sat – Sun: 12pm - 7:30pm
Chiltern	Low Season 11 November to 17 December Peak Season 18 December 2021 to 28 January Late Season 29 January to 11 March	Low and Late Seasons Mon – Fri: 3pm - 7pm Sat – Sun: 1pm - 7:30pm Peak Season Mon – Fri: 1pm - 7:30pm Sat – Sun: 12pm - 7:30pm
Yackandandah	Low Season 11 November to 17 December Peak Season 18 December to 28 January Late Season 29 January to 11 March Autumn Swimming 12 March to 5 April	Low and Late Seasons Mon, Wed, Fri: 6:30am – 8:30am Mon – Fri: 3pm - 7pm Sat – Sun: 1pm - 7:30pm Peak Season Mon, Wed, Fri: 6:30am – 8:30am Mon – Fri: 1pm - 7:30pm Sat – Sun: 12pm - 7:30pm Autumn swimming Mon, Wed, Fri: 6:30am – 8:30am
Rutherglen	Spring Season 16 October to 10 November	Spring Season Mon, Wed, Fri: 6:30am – 7:30am

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Facility	Dates	Hours
	Low Season 11 November to 17 December Peak Season 18 December to 28 January Late Season 29 January to 11 March Autumn Season 12 March to 5 April	Low and Late Seasons Mon – Fri: 6:30am – 7:30am and 3pm - 7pm Sat – Sun: 1pm - 7:30pm Peak Season Mon – Fri: 6:30am – 7:30am and 1pm - 7:30pm Sat – Sun: 12pm - 7:30pm Autumn Season Mon, Wed, Fri: 6:30am – 8:30am
Beechworth	Low Season 11 November to 17 December Peak Season 18 December to 28 January Late Season 29 January to 11 March Autumn Swimming 12 March to 5 April	Low and Late Seasons Mon – Fri: 6:00am – 7:30am and 3pm - 7pm Sat – Sun: 1pm - 7:30pm Peak Season Mon – Fri: 6:00am – 7:30am and 1pm - 7:30pm Sat – Sun: 12pm - 7:30pm Autumn Swimming Mon – Fri: 6:00am – 7:30am

Any changes to the above operating hours are at the discretion of the operator, therefore any additional hours are a significant additional and unbudgeted cost to Council.

The current contract with Belgravia Leisure is due to expire at the conclusion of the 2023/24 pool season. Therefore, Council will be undertaking a tender process to secure a new operating contract for the coming seasons. During this process both the hours of operation and the pool season will be among a number of considerations that will be reviewed and analysed to inform the future contracts operating requirements. This petition will be used to contribute to this review. This petition will also be referenced in the swimming pool season report which is presented to Council in a meeting agenda around June each year.

As mentioned earlier in this report Council acknowledges the enjoyment and benefit that pools offer residents and visitors and continually seeks to find the balance between ensuring that pool operations are both financially viable and continue to meet the needs of residents.

Attachments

1. Petition - Chiltern Swimming Pool Opening Hours (full version) (Confidential)
2.  Petition - Chiltern Swimming Pool Opening Hours (redacted)

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11. PLANNING & CORPORATE SERVICES

11.1 2023/24 - QUARTER 2 FINANCIAL FORECAST

File No: 2024/195

Sharon Phillips - Acting Manager Finance

Planning & Corporate Services

For Decision

RECOMMENDATION

That Council:

1. Adopts the quarter 2 (Q2) full-year forecast figures for both operating (as shown in the operating statement below) and capital (as shown in the attached Capital Works monitor); and
2. Directs the CEO to report against these forecast figures for the remainder of the financial year.

PURPOSE OF REPORT

The purpose of this report is to present Council with a revised 2023/24 financial forecast and seek endorsement of this updated forecast, including the changes outlined in this report.

BACKGROUND

Performance against the adopted budget is reported at each monthly Council meeting with variance explanations. In addition, each quarter Council is presented with a more expansive report that includes detailed variance explanations.

These quarterly reports are an ideal opportunity for Council to consider adjusting the forecast figures to reflect new information. By doing this, Council is able to use a more accurate and transparent benchmark against which performance can be measured. The forecast was not updated at quarter 1 and this quarter 2 (Q2) forecast is the first adjustment for the financial year. This gives an opportunity to include any significant new information that wasn't available at the time of the budget adoption (such as carry-forward projects and new grant announcements).

The quarter 2 forecast is traditionally the most important forecast adjustment and an opportunity to update the targets for the remainder of the year. This re-forecast is also of particular interest, given that half the financial year has been completed and this gives a strong indication of the financial performance for the 2023/24 financial year. The timing of this review allows for adjustments to be made prior to the end of the financial year.

The process required for the Q2 forecast is an extensive one in which budget managers review all expenses in their budgets and adjust for any savings, changes in plans, or new projects. This data is then reviewed by Council's executive team where further adjustments and efficiencies are made. The figures and revised forecast numbers are then reviewed by Councils Finance Committee on the way to being presented to a Council meeting for consideration. Once adopted, the Q2 forecast becomes the basis for future management reporting so that variances are clean and easy to understand (i.e. not clouded by large variances that often occur in the first half of the financial year due to grant timing and carry-forwards).

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DISCUSSION

The net overall result of the Q2 forecast is for a deficit of \$7.944m at the end of the financial year. This is \$4.776 more than the originally budgeted deficit of \$3.169.

It is important to note that a large influence on Council's YTD operational financial result is the early payment of 100% (\$5.55m) of the Financial Assistance Grants (FAGS) Funding in June of 2023 (rather than throughout the 2024/25 financial year). This is a benefit to Council because, rather than receiving the \$5.55 million in quarterly instalments in 2023/24, the cash was in the bank before the financial year started. This helps with Council's investment interest income, and ensures cash availability. However, when reporting on the 2023/24 financial year this timing variance shows a large deficit in the current financial year because the budgeted quarterly payments will not be received. For this reason, the financial statements for the current financial year look quite unfavourable, but the overall position (after taking into account the early payment of the \$5.55 million) is favourable to the adopted budget.

The other large variances are priority projects and storm/flood damage remediation. The natural disaster expenditure is expected to be recouped by grants and natural disaster reimbursements. In some cases, income will follow the rectification work and in other cases Council has already received income. These timing variances have caused large variances in comparison to the 2023/24 adopted budget and have now been adjusted in the Q2 forecast.

To aid in readability, the remainder of this section is discussed in three sections:

1. Operating Budget
2. Capital works
3. Combined Organisational Position

1. Operating Budget

The Quarter 2 operating budget forecast (excluding capital works and non-ISC) shows a forecast full-year operating deficit of \$7.94m million compared to budget of \$3.16m. This is reduction of \$4.78m and is mainly due to the early receipt of the \$5.55 million of FAGS funding.

Details of the main variance results are shown below:

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Indigo Shire Council

2023-24 - Quarter2 Income Statement

Account Group	Quarter 2 Forecast	Annual Budget	Q2 Forecast vs Annual Budget	2022/23 Actuals
Income				
Contributions - Developer	80,321	31,213	49,108	82,298
Contributions - Operating	128,608	37,083	91,525	54,810
Operating Grants	5,098,746	7,067,189	(1,968,443)	9,533,477
Interest Income	547,216	590,200	(42,984)	540,065
Other Revenue	2,512,918	2,463,677	49,241	2,264,519
Rates & charges	19,749,353	19,710,441	38,912	18,808,002
Reimbursements	137,246	71,916	65,330	308,998
Statutory Fees & Fines	1,261,511	1,312,326	(50,815)	1,063,998
User Charges	3,554,949	4,545,841	(990,891)	4,331,228
Total Income	33,070,868	35,829,886	(2,759,018)	36,987,397
Expense				
Borrowing Costs	31,769	31,079	(690)	62,627
Contract Payments	10,122,013	7,399,223	(2,722,790)	7,628,248
Depreciation	6,953,280	7,579,686	626,406	8,415,539
Employee Costs	14,605,442	14,602,772	(2,670)	13,413,870
Materials & Consumables	5,120,858	5,491,840	370,982	5,373,709
Other Expenses	3,614,947	3,271,032	(343,915)	1,772,708
Utilities	567,266	623,060	55,794	580,249
Total Expense	41,015,574	38,998,692	(2,016,882)	37,246,951
Surplus / (Deficit)*	(7,944,706)	(3,168,806)	(4,775,900)	(259,554)

* For both actual and budget a positive net result means a favourable contribution to Council, which is referred to as a Surplus and a negative net result means a unfavourable contribution to Council, which is referred to as a Deficit.

(Red variance) is unfavourable

Black variance is favourable

There are a number of notable items in this re-forecast and these are discussed below.

Income

Operating Contributions

- \$91k contribution for the "North East Collaboration Officer" in Emergency Management Co-ordination

Operating Grants

The unfavourable variance of (\$1.968m) is a combination of;

- (\$5.551m) of Financial Assistance Grant Funding (FAGS) - The total funding, whilst budgeted in the 2023/24 budget was received in June of 2022/23 financial year. There was extra funding announced to be received from 2023/24 allocation of \$270k. The quarter 2 forecast reflects this reduction.

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- \$3.494m of state non-recurring grant funding main highlights being;
 - \$1.637m natural disaster relief funding. This is for reimbursement/recovery funding that has been received, or is expected to be received by the end of the financial year. This income is matched to the additional expenditure for rectification of natural disaster damage. This matching cost is usually seen in the Contractor section of the expense category.
 - \$671k – Carried forward grant for the Greenlight Project within Information Technology
 - \$348k – Carried forward grant for CFA Bogong solar project in Economic Development Services
 - \$160k – Carried forward grant for Heritage Assessment Study in Planning
 - \$678k Other grants are spread across the organisation with the above grants having offset expenditure budgeted to be spent this financial year

User Fees

The main adverse variance relates to revenue from Mt Buller which was forecasted at \$3.9M in 2023/24 annual budget and dropped to \$3.08M in Q2 resulting in a net unfavourable variance of \$903K. This negative variance is partly offset by the relative reduction in expenditure on bulk gas purchases (under 'materials and consumables'). This was caused by a very poor 2023 snow season, and the resulting reduction in gas sales for the first part of the financial year.

It is not expected that this lost income can be recouped in the remaining months of 2023/24, and therefore the full year net forecast for Buller Gas has been reduced from \$640,526 to \$578,925; a reduction of \$52,601.

Expense

Contract Payments

Contract payments are forecast to increase from \$7.1M to \$10.1M (net increase of \$2.9M). This is spread across a number of areas, with the main items being:

- \$1.1M of additional expenditure on natural disaster, including under the Flood Support Fund – VCFA
- \$637K expenditure on 2022 October floods
- \$418K expenditure on Bogong Group Bushfire Resilience Project
- Additional contract and temp staff to fill for staff vacancies (\$156k).
- Provision of in-house and online training of \$105K in Q2 (an increase of \$24K over Q1)
- Expenditure on other contract services including Vic Health VLGP project and maintenance of public toilets

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Depreciation

Council re-values assets on a regular basis which has a direct impact on the resultant depreciation. The reduction in depreciation of \$626K relates to revaluations on roads (formation, kerb & channel, sealed & unsealed) which affected the underlying depreciation for Q2. This is a non-cash item that has been added into the mid-year financial forecast to provide notice of projected changes to depreciation expense.

Employee Costs

Council budgets for all of the roles required to run the services, and deliver community projects and infrastructure. The employee cost saving of \$207K is the net result of reduced cost due to staff vacancies, offset by increased use of casuals to cover some of the gaps.

Materials and Consumables

The cost of Council's inputs is forecast to decrease from \$5.4M to \$5.1M (net reduction of \$371K). The main elements of this increase are;

- \$808K reduction in Mt Buller gas purchases compared to Q1 as a result of corresponding reduction in gas sales.
- A fresh forecasted expenditure of \$166K on contracted services (parts) carried out in Q2.

Other Expenses

Other expenses are forecast to increase from \$3.271 M to \$3.614 M (net increase of \$344K). While there were many line items that had relatively moderate movements between Q1 and Q2, the main factors that affected the result were:

- Increase of \$106K on licencing costs
- Increase of \$167K on external plant hire
- Decrease of \$157K on plant & fleet repairs

2. Capital Works

Significant effort has gone in to completing the Q2 Capital Forecast adjustments, using the best available current information. This report and the Capital Works Monitor (attached) detail forecasts for the end of the 2023/24 financial year.

Summary

Limited market competition and scarcity of delivery resources

The construction industry within north east Victoria has a restricted pool of supply and engineering resources that support our capital works delivery. Often the effects of this are felt more so in the building sector rather than in our civil works, however, more recently these impacts are being felt equally so in all our works projects.

Council has experienced fewer contractors pricing works – often getting zero, or limited tender responses when advertising works. This, together with increased labour and material costs, and extended delivery timeframes, is impacting on the delivery of projects to the community.

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The combined forecast expenditure for Capital Works, across both ISC and Non-ISC assets is now projected to be \$12,872,695 (\$11.68 million Capital and \$1.19 million Non-ISC).

The 'Additional funding announced or approved' Expenditure and Income columns in the capital works monitor, identify new grant funded projects.

The 'Q2 Forecast' Expenditure and Income columns are the projected end of year position. Where the Q2 Forecast is different to the 2023/24 Budget it is noted as either a **Budget Variance** or a **Timing Variance** and included in the Proposed Carry Forward column. The Budget Variance column shows actual cost variances (project savings or additional budget requirements) and the Timing Variance column is simply a movement between financial years (no actual increase or decrease in budget).

Notable new funds

- **Chiltern kindergarten playground and external works (\$183,823 ex gst grant amount)**

Council has been successful in obtaining a grant for the completion of a playground and landscaping works for the Chiltern Long Day Care facility at the Hub. The new equipment and space will support children and educators to interact in an inspiring, safe, and interesting environment, ensuring that the outdoor space compliments the new building works. The grant requires that a council co-contribution of \$15,985 be made towards the works.

- **Peach Drive Shared Path (\$51,075).**

Council made a late addition to the 2023/24 budget, with the notification from DTP of a successful grant application for the construction of a shared path along Peach Drive. The Council proposed budget in conjunction with the grant, had contributions occurring over two financial years, however with works now underway, it is planned to bring forward funds from 2024/25, to safely complete all of the works as a part of the current construction activities.

- **Kergunyah Hall Upgrade (\$69,152)**

This project is jointly funded by Council, Emergency Recovery Victoria (ERV), and the Hall Committee to bring about an upgrade to the historic hall facilities at this non-ISC asset. Works are underway onsite, after significant delays were experienced in the planning and procurement stages of the project. Project costs have increased significantly due to material costs increases, design changes, and additional project management needs. ERV have recently advised of successful additional grant funding of \$69,152 to help offset some of these increased costs, that were reported to Council at the time it awarded the contract (Sept 2023).

- **Lake Sambell Caravan Park Cabin (\$179,506)**

An Insurance payout has been provided for the replacement of a flood damaged cabin at the Lake Sambell Caravan Park. The insurance payment for \$179,506 will not cover all of the replacement costs, with council forecast to contribute \$30,000 to fund the remainder of the project.

Notable Forecast Timing Variations

The Q2 Forecast estimates the level of capital works expected to be completed by the end of the financial year. Many projects span multiple financial years so when a funded project cannot be completed in one financial year, the funding is carried forward to the next, to allow the project to continue uninterrupted.

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The attached capital works monitor identifies the projected carry forward amounts for the 2023/24 financial year. These figures will be included and shown as carry forward capital works in the development of the 2024-25 capital works budget.

The key projects listed below have varied from the initially intended delivery program and will be carried forward to next financial year. A full list can be viewed in the attached Capital Works Monitor:

- Changing Places facility, Chiltern \$165,000. Council went out to tender for a contract package for the design and construction of the new changing places facility, that unfortunately failed to attract any submissions. As a result, an altered delivery plan is being developed, requiring the completion of additional design and planning activities, and pushing back project completion.
- Rutherglen Memorial Town Hall Roof \$450,000. This project has been reforecast due to challenges with having suitable project delivery resources. It was assessed that a delay in the works would not significantly impact the integrity of the Memorial Hall.
- Chiltern Tennis Courts \$200,000. A contract has been awarded for the project, and works are underway on site. Contractor progress has been slowed by inclement weather in the initial weeks on site, and also through the identification of poor sub-grade conditions that needed to be addressed. The project is anticipated to be completed in the first quarter of 2024/25.
- Fleet and Plant Replacement. The supply chain effects of COVID and other global impacts continue to significantly disrupt overseas imports into Australia, especially for the automotive and heavy equipment industries. Consequently, a combined carry forward amount of \$1,100,000 has been proposed due to delays in obtaining orders.
- A number of Computer and Telecommunications related budgets have experienced project resource and scope challenges. This, along with the upkeep of the organisation IT systems, has impacted on the delivery of some major IT upgrade projects. Significant planning and development has been invested, however expenditure is not incurred until implemented which is now programmed for future years. As part of Q2, \$842,300 is proposed to be moved out from the revised available budget (inclusive of carry forwards) of \$1,257,300.
- The replacement of the Indigo Creek Bridge, has been pushed out, following a late announcement of being successful in obtaining Federal funding for the completion of the works. It is planned to advertise and award a construction contract in mid 2024, with construction to get underway in the first quarter of 2024-25. As a result, \$1,250,000 has been moved from the budget.
- Bridge Renewal budget carry forward of \$328,600 is planned. This is a result of being unsuccessful in obtaining Federal funding, which has necessitated a change to the identified project priorities being required. Several key bridges across the Shire have had level 2 and 3 assessments completed and Project officers are reviewing and prioritising the works. The carry forward funding will largely be used to leverage grant funding to undertake larger scale priority works.
- The Beechworth – Yackandandah Rail Trail is nearing completion, with some of the final works taking slightly more time to complete and close out than originally estimated. \$100,000 has been moved out as a result.

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- Rutherglen Loops Cycle Trail has commenced construction on the in-town section, with works soon to commence of three other construction packages. Extended timeframes for obtaining planning approvals and authority consent to the placement of the trail in the road reserve, has resulted in a forecast lower expenditure. \$3,464,641 has been moved out of the budget as a result.
- The design development of the Twist Creek Road sealing works has been delayed due to resource constraints, with \$94,942 moved out. Construction is planned for mid next FY.
- Sealed Pavement Rehabilitation received addition budget from the Federal LRCI Phase 4 Part B program. This has resulted in the program being far greater than originally planned, and additional geotechnical investigations are necessary for the significant scope of works on the Kergunyah Road. As a result, \$514,313 has been moved out of the budget.
- Some of the sealed network extension program including Taylor and Gordon Streets for a combined value of \$46,000 is unlikely to progress into construction this FY due to a shortage of delivery resources and identified deficiencies in the project budgets for the required scope.
- The Urban Drainage Improvement project continues to progress well with many discrete flood damage, remediation, and mitigation projects across the Shire. There has also been strong progress in the design of some significant stormwater drainage works. The completion of \$100,000 of works have been moved out.
- The Kiewa River Land access project has commenced on site with some early works completed. Further development of the site is programmed for next year, with \$113,586 moved out.
- The Rutherglen skate park is underway, with significant progress being made on site. Completion of the funding agreement is due December 2024, with \$65,255 moved out as works will continue later into the year.
- Baarmutha Park Cricket Nets have experienced delays with finalising a design. The preliminary design for the proposed works is being refined following significant work to address user needs, governing body requirements, vegetation impacts, and project budget estimates. Detail design is still to be resolved and the majority of the project expenditure (\$340,000) has been moved out.
- The Tangambalanga and Wahgunyah Pump Tracks, are both underway, with a contractor engaged and detailed design being completed \$200,000 across the two projects has been moved out due to delays with commencing on site with the works.
- Baarmutha Park Lighting contract has been awarded with a revised design bringing the price as low as possible, but still more than \$70,000 in excess of budget. As previously reported, over-budget expenditure has been kept to \$50k through a further financial contribution of \$22,779 being made by the Beechworth Football Netball Club. Site works will be completed this year, and some installation completed, however with delays likely to be experienced with the delivery of the large light towers, resulting in \$72,779 being moved out into next financial year.
- The Kergunyah Hall is well into the construction stage of the work, after experiencing significant planning and procurement delays. The works are now progressing well. Additional budget has been obtained from ERV which will offset some cost overrun, and \$164,030 has been moved out of the budget as a result of some site delays.

COUNCIL MEETING AGENDA - 26 MARCH 2024

- The Yackandandah golf club facility improvements project is still in the very early stages of project development. Resources have been able to be allocated to the project, with project scoping and preliminary design underway. The majority of the expenditure (\$514,285) will not occur until the 2024-25 FY.
- The Barkly Park Female change rooms upgrade project is in the early stage of project development. A resource has been assigned to the project, with the completion of the masterplan now allowing project development to move ahead. \$340,000 from the current budget has been forecast to not be expended until next financial year.

Notable Budget Variations

When the capital budget is developed individual projects are scoped and costed to the best available information at the time. During the delivery of the capital works program, and the development of the project specifics and construction details, the estimated project cost may increase or decrease across the life of the project. As has been reported over recent months, the following projects have a proposed budgetary adjustment that will have an impact on the overall capital budget.

- **Chiltern Community Hub (\$200,000).** This amount is sought to be allocated through this mid-year budget review to fund the completion of the library and adjacent carpark. The construction contract had a number of significant cost increases, and variation claims.
- **Chiltern Athenaeum (\$80,000).** This long running project has faced a number of challenges associated with its completion. The scope of works, associated with the restoration of such an old and historic building, has been complex and is difficult to accurately estimate and work to a fixed price due to the unknown conditions that are likely to be encountered. The heritage builder has progressed through a number of issues on site, and project costs are now firming up.
- **Beechworth Court House Experience (\$388,215).** The challenge of installing a new experience, into a heritage building has been significant. The team have adjusted and changed materials and scope where they can, without any significant impact to the project outcomes. The discovery of asbestos in the ceiling space, has also had a cost impact on the project budget, and completion times.
- **Beechworth Pool Liner Installation (\$150,000).** Costs for the completion of these works are far higher than the budget estimate. Officers went to tender twice in order to assess the market response, without any savings being identified. The replacement of the liner is an important part of ensuring the ongoing operation of the pool. A specialist pool engineer's report identified the risk of failure, in persisting with the existing liner, to the safe and reliable operation of the swimming pools.
- **Baarmutha Park Lighting (\$50,000).** This important project has experienced a change in scope to increase the light output from the funding agreement levels, and to also future proof the upgrade as far as practicable. These changes have been carefully managed, along with the challenges of significant price increases for electrical cabling, and steel polls. Additional funds have been provided by the BFNC in conjunction with council's contribution.

In summary, the capital works program is progressing and adapting to the new and changed project conditions. As reported over the last few months there are a number of changes and additions that require a readjustment in timing and/or budget. This is normal practice for large projects that often span multiple financial years.

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The attached capital works monitor shows that the new capital (including non-indigo assets) forecast for 2023/24 is \$12,872,695, with a proposed carry forward to the next financial year of \$11,391.688 and a budget variance of (\$879,824).

3. Combined Organisational Position

The overall result of the Q2 forecast is the combination of the Operating budget result (\$4,775,899 unfavourable), and the Capital and NON ISC Owned Assets combined budget result (\$879,824 unfavourable). The net result is a projected unfavourable position of \$5,655,723 unfavourable at the end of the financial year.

It is important to note that this overall unfavourable result is driven mainly by the timing for the \$5.55 million of FAGS income as well as additional capital works spending on essential projects and storm damage. Some of the capital adjustment is expected to be recouped by the increase to the LRCI funding (as explained above). Unfortunately, at the time of writing, there is insufficient detail to enable this to be quantified in detail in the forward projections.

It is therefore recommended that Council adopt the Q2 forecast and keep a watching brief on grant income (specifically the LRCI and natural disaster reimbursement). As further clarification of this funding is announced it will be reported to Council. Importantly, Council is committed to the targets that have been adopted in the Long-Term Financial plan and any overspend in one year is balanced by reductions in future years. Therefore, Council can have confidence that – even though the final funding details are not yet known – the result over two years will be balanced and meet the LTFP cash target. It is expected that these details will be clearer in the next few months as funding details are clarified and the 2024/25 draft budget is produced.

Options

Council has a several options.

1. Accept the forecast. This is the recommended option.
2. Accept the forecast and take the prima-face deficit from the 2024/254 budget. This is not recommended because the underlying deficit is not yet clear and will rely on announcements that are expected in the coming months.

STRATEGIC CONTEXT

COUNCIL PLAN 2021 – 2025	
Theme	5. Accountability
Strategic Objective	5.1 Our financial management is sound, responsible and effective.

SOCIAL/COMMUNITY IMPLICATIONS

Close budget management allows Council to understand the financial performance of the organisation and manage service levels in a way that is efficient and effective. This translates into improved service outcomes for the community. This report provides details of Council's performance across a range of services, works and programs that support and enhance the wellbeing of residents and visitors to Indigo Shire.

ENVIRONMENTAL IMPLICATIONS

Not applicable.

COUNCIL MEETING AGENDA - 26 MARCH 2024

FINANCIAL IMPLICATIONS

As described in this report.

LEGISLATIVE IMPLICATIONS

There are no legislative implications relating to Council's decision to adopt a re-forecast.

RISK & OPPORTUNITY MANAGEMENT

Description	Likelihood	Consequence	Final Risk Rating	Controls, treatments
Poor performance against budget	Possible	Moderate	Medium	Regular monitoring and reporting of financial position

There is, of course, the risk that the impacts of unknown events may have on the economy and on Indigo Shire Council. The proposed forecast takes into account the best information known at this time and it is believed that this is an accurate projection of Council's full year result.

Should further shocks or circumstances arise then there is a risk that the financial situation may deteriorate further. This risk is assessed as a medium risk to Council and management will continue to closely monitor the financial position as the second half of the financial year unfolds.

COMMUNITY ENGAGEMENT

Engagement undertaken

No external consultation has been performed in preparing this report.

Communication of the details of this re-forecast is achieved by the publication of this report in the Council agenda. If adopted, the re-forecast will become the comparison data that will be used for future financial reports. The use of the quarter 2 forecast will be made clear in these financial statements.

Engagement outcomes

Nil

Engagement proposed

Nil

CONCLUSION

The 2023/24 financial year has seen relative volatility in both revenue and expenditure movements in comparison to budget with notable fluctuations recorded on operating grants, Buller Gas sales and contract costs. Indigo Shire has been impacted by several storm and flood events, as well as additional costs from the unusually wet weather. These impacts have changed many of the financial projections that were previously made and this forecast adjustment is an appropriate opportunity to reflect on these changes.

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
The quarter 2 forecast indicates an unfavourable end of year operating result against the original budget due to a large timing variance in a \$5.55 million grant, as well as an increased capital works program that is expected to be part-funded by a combination of grants, reimbursements, or adjustment to the 2024/25 budget. This allows for services to be maximised and projects to be delivered to the community, whilst also maintaining the 2024/25 EOFY target that is set in Council's Long Term Financial Plan

DECLARATION OF CONFLICT OF INTEREST

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

- Greg Pinkerton – Director Planning & Corporate Services
- Deep Fernando – Manager Finance
- Ian Ellett – Director Infrastructure Services
- Nathan Mullhane – Manager Capital Works and Waste

Attachments

1. [!\[\]\(7020974a1fd2d9421514c30c8c2afc72_img.jpg\)](#)  Quarter 2 - Service Plan Statement
2. [!\[\]\(3445aed464e46b75483eecf3f55661f3_img.jpg\)](#)  Capital Works Monitor - February 2024

COUNCIL MEETING AGENDA - 26 MARCH 2024

11.2 FINANCE REPORT - FEBRUARY 2024

File No: 2024/190

Sharon Phillips - Acting Manager Finance

Planning & Corporate Services

For Decision

RECOMMENDATION

That Council accepts the YTD February Finance Report noting the progress against Council's Quarter 2 forecast.

PURPOSE OF REPORT

The purpose of this report is to provide a consolidated view of Council's performance in the first eight months of the 2023/24 financial year.

The following report shows Council's February position against the Quarter 2 forecast, and provides an indication of Council's financial performance of the 2023/24 year.

BACKGROUND

Each month Council reports operating and capital year to date (YTD) financial results. The year to date figures contained within this report shows Council's February position against forecast.

DISCUSSION

This financial report provides Council with a Borrowings report and its financial position as at 29 February 2024 including comparison to quarter 2 forecast with regards to:

- Income Statement
- Treasury (cash management)
- Capital Works
- Borrowings

The reported year to date position as at the end of February 2024 is a \$175k favourable on a year to date basis compared to the 2023/24 quarter 2 forecast. Details of the main variances are reported below. Capital position is shown further on in this report.

COUNCIL MEETING AGENDA - 26 MARCH 2024

Income Statement - 29 February 2024							
Account Group	YTD Actuals	YTD Qtr2 Forecast	YTD Variance \$	YTD Variance %	2023/24 Annual Budget	Quarter 2 Forecast	February YTD 2022/23 Actual
Income							
Contributions - Developer	67,000	67,000	0	0%	31,213	80,321	8,750
Contributions - Operating	126,507	126,584	(77)	(0%)	37,083	128,608	50,601
Operating Grants	3,160,272	3,021,156	139,116	5%	7,067,189	5,098,746	3,735,561
Interest Income	403,449	391,460	11,989	3%	590,200	547,216	298,311
Other Revenue	1,552,355	1,542,871	9,485	1%	2,463,677	2,512,918	1,343,264
Rates & charges	19,699,049	19,699,048	0	0%	19,710,441	19,749,353	18,795,896
Reimbursements	120,074	109,359	10,715	10%	71,916	137,246	255,306
Statutory Fees & Fines	739,344	716,973	22,372	3%	1,312,326	1,261,511	695,880
User Charges	2,153,937	2,152,881	1,055	0%	4,545,841	3,554,949	2,923,373
Total Income	28,021,987	27,827,332	194,655	1%	35,829,886	33,070,868	28,106,943
Expense							
Borrowing Costs	23,215	23,068	(147)	(1%)	31,079	31,769	34,392
Contract Payments	5,865,216	5,653,669	(211,547)	(4%)	7,399,223	10,122,013	4,566,275
Depreciation	4,638,555	4,635,713	(2,843)	(0%)	7,579,686	6,953,280	5,080,080
Employee Costs	9,086,262	9,293,145	206,883	2%	14,602,772	14,605,442	8,089,244
Materials & Consumables	3,704,183	3,783,856	79,673	2%	5,491,840	5,120,858	4,028,313
Other Expenses	2,800,858	2,720,815	(80,043)	(3%)	3,271,032	3,614,947	2,482,932
Utilities	378,087	366,795	(11,292)	(3%)	623,060	567,266	334,499
Total Expense	26,496,377	26,477,061	(19,315)	(0%)	38,998,692	41,015,574	24,615,736
Surplus / (Deficit)*	1,525,610	1,350,271	175,339	13%	(3,168,806)	(7,944,706)	3,491,207
* For both actual and budget a positive net result means a favourable contribution to Council, which is referred to as a Surplus and a negative net result means a unfavourable contribution to Council, which is referred to as a Deficit.							
(Red variance) is unfavourable							
Black variance is favourable							

Income

Operating Grants

YTD favourable variance of **\$139k** is a combination of

- \$65k – State Library funding yet to be transferred to Capital Works for the purchase of book stock.
- \$60k – additional unbudgeted funding for the COVID RATS Program
- \$14k – Other minor grants across different service areas

Expenditure

Contract Payments

YTD unfavourable variance of **\$211k** is due to;

- \$190k expenditure relating to the January Natural Disaster Flood event, with the expenditure to be recovered when works completed
- \$22k in Building control services for the provision of contract staff

COUNCIL MEETING AGENDA - 26 MARCH 2024

Employee Costs

YTD favourable variance of **\$207k** is due predominately to staff vacancies as we work our way through the recruitment process. This favourability is expected to align as we work our way to year end.

Materials and consumables

YTD favourable variance of **\$80k** is a combination of

- \$181k – favourability in the Quarries with phasing of expenditure not aligning with the actual expenditure which will occur closer to year end
- \$36k – of material costs across Drainage, Parks and Gardens and Roads and Maintenance service areas

With other unfavourable offsets across the organisation

- \$28 – Plant Service area higher than budgeted fuel and oils costs
- \$32k – Software subscription costs
- \$12k – Customer Experience - Minor purchase costs which are offset by the COVID RATs program income
- \$8k – Risk Management with higher than budgeted annual insurance costs

Other Expenses

YTD unfavourable variance of **\$80k** is due to

- \$59k – Internal and External plant hire costs
- \$11k – in Risk Management with the cost of Internal Audits not phased with the expenditure allocation
- \$10k – other minor offsets

COUNCIL MEETING AGENDA - 26 MARCH 2024

Income (YTD)



Expense (YTD)



Net Position (YTD)



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Treasury

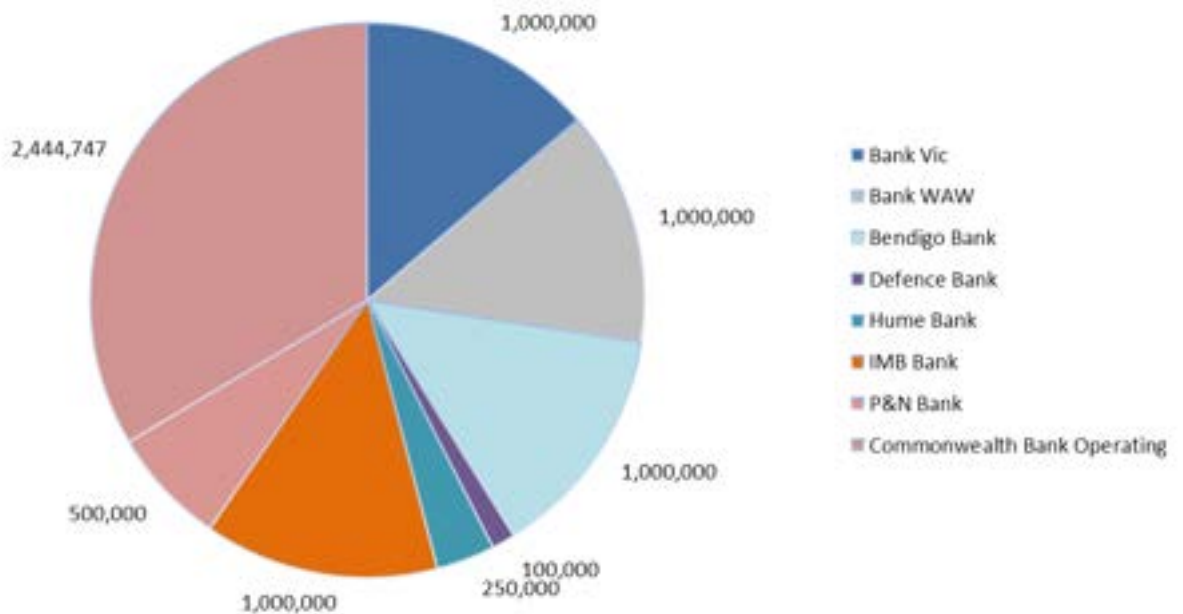
Cash Position

Council's Cash and investment holdings total \$7.29m as of 29 February 2024

Cash at Bank	2,444,747
Term deposit under 90 days	4,850,000
Term deposit over 90 days	-
Total	7,294,747

The average current interest rate on the term-deposits held is 4.47% (*this excludes the operating account*)

Cash & Investments as at 29 February 2024



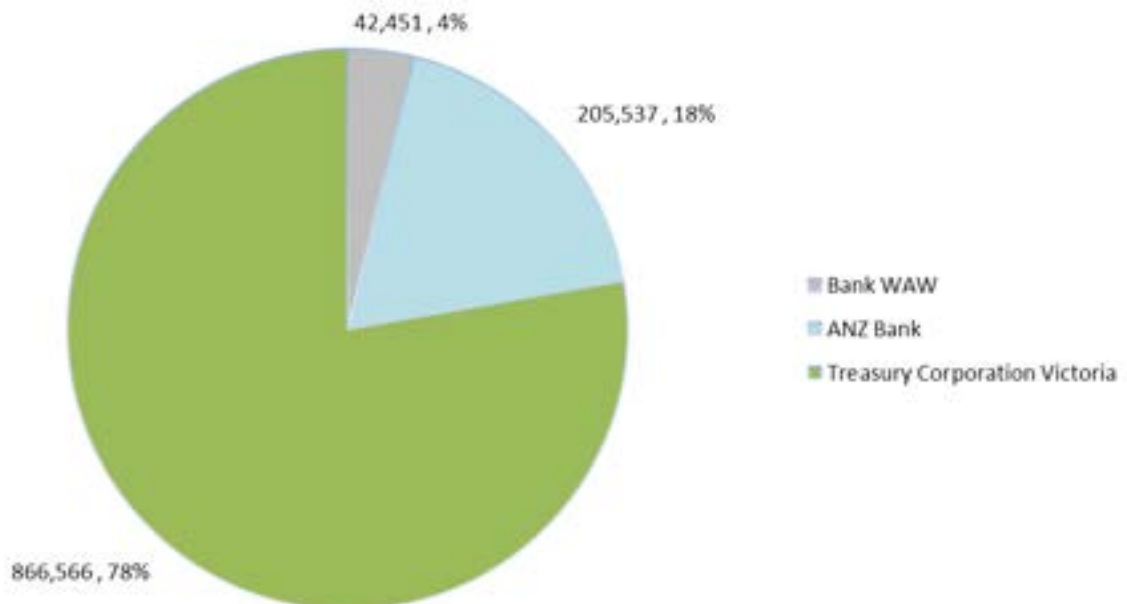
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Borrowings

Below is a summary of all Council's borrowings. The table shows original loans borrowed, term of loans, rates & maturity with outstanding balances at the end of February 2024 of \$1,114,554.

Indigo Shire Council - Borrowing Report as at 29 February 2024						
Bank	Term - Years	Rate %	Date of Maturity	Original loan amount		Balance owed
WAW	10	5.25	28/06/2024	1,000,000		42,451
ANZ	10	3.78	29/04/2025	1,500,000		205,537
TCV	10	2.08	27/06/2032	1,000,000		866,566
Total of All Borrowings				3,500,000		1,114,554

Borrowings as at 29 February 2024



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Capital Works

The combined YTD project expenditure as at the end of February 2024, across both the Capital Works and Non ISC asset project areas totals \$7,005,125m This total is comprised of \$6,011,501 in capital projects and \$993,625 against Non ISC assets. This represents 33.9% of the capital works budgeted program.

Summary Capital Works Income & Expenditure As at 29 February 2024

	Income	Expenditure	Adopted Capital Budget 2023-24 Excl Carry forwards
Property			
Land improvements	-	-	-
Land improvements	-	-	-
Total land	-	-	-
Buildings	354,350	448,188	230,000
Heritage buildings	79	494,174	545,000
Total buildings	433,460	942,362	775,000
Total property	433,460	942,362	775,000
Plant and equipment			
Plant, machinery and equipment	43,746	625,671	682,000
Fixtures, fittings and furniture	-	-	87,000
Computers and telecommunications	-	-	665,000
Library books	186	37,366	89,000
Total plant and equipment	43,932	663,037	1,523,000
Infrastructure			
Roads	698,067	1,365,656	1,862,000
Bridges	-	111,433	1,670,000
Footpaths and cycleways	209,782	1,755,125	4,660,000
Drainage	-	249,261	306,000
Recreational, leisure and community facilities	179,508	816,819	320,000
Parks, open space and streetscapes	911,553	107,808	318,000
Total infrastructure	1,998,910	4,406,102	9,136,000
Total Capital Works	2,476,302	6,011,501	11,434,000

Summary NON ISC Income & Expenditure As at 29 February 2024

	Income	Expenditure	Adopted Annual Budget 2023-24 Excl Carry forwards
Kergunyah Hall	285,173	229,402	-
Kiewa Memorial Park	-	7,537	-
Chiltern Recreation Reserve	2,500	75	-
Butson Park Football oval	-	201	-
Barnawartha Netball/Tennis Courts	424,508	699,506	-
Yackandandah Golf Club Facility	223,286	9,383	-
Carlisle Drainage Works	-	-	-
Barnawartha Cricket Nets	15,000	43,688	-
Barkly Park Upgrade Female Change Room	-	3,833	-
Total Projects	950,467	993,625	-
Total NON ISC Owned Assets	950,467	993,625	-

The above statement of Capital Works & NON ISC Owned Assets should be read in conjunction with the Capital Works Monitor

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A more detailed commentary on capital works and non-Council expenditure is provided in the capital report later in the Council meeting agenda.

STRATEGIC CONTEXT

COUNCIL PLAN 2021 – 2025	
Theme	5. Accountability
Strategic Objective	5.1 Our financial management is sound, responsible and effective.

SOCIAL/COMMUNITY IMPLICATIONS

This report provides details of Council's performance across a range of services, works and programs that support and enhance the wellbeing of residents and visitors to Indigo Shire.

ENVIRONMENTAL IMPLICATIONS

In May 2017 Council adopted the following resolution.

That Council:

1. *divests its investments (when they become due) to financial institutions that do not invest in the fossil fuel industry;*
2. *divests future long-term borrowings when they fall due, to financial institutions that do not invest in the fossil fuel industry;*
3. *notes that Council will retain the current (non-divested) transactional banking provider at this time, however Council will advise this bank the intention to move to a divested provider in the future if they continue to support the fossil fuel industry; and*
4. *writes to Council's current banking providers to advise them of Council's stance on fossil-free financial institutions*

In accordance with this resolution:

- All investments are held with financial institutions that have divested their interests away from fossil fuel companies.
- Transactional banking has not been reassessed since the resolution and remains with a non-divested bank.

FINANCIAL IMPLICATIONS

Addressed throughout the report.

LEGISLATIVE IMPLICATIONS

The Local Government Act requires Council to report financial information quarterly. Indigo Shire Council report financials on a monthly basis, as well as a more comprehensive Report at completion of each quarter.

All financial reporting is compliant with the Australian Accounting Standards and audited annually by the Victorian Auditor General Office.

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RISK & OPPORTUNITY MANAGEMENT

Description	Likelihood	Consequence	Final Risk Rating	Controls, treatments
Poor performance against budget	Possible	Moderate	Medium	Regular monitoring and reporting of financial position

COMMUNITY ENGAGEMENT

CONSULTATION/COMMUNICATION UNDERTAKEN

Nil

CONSULTATION/COMMUNICATION PROPOSED

Nil

CONCLUSION

The result for the February YTD or first eight months for the 2023/24 financial year is showing a favourable position compared to the budget forecast. This is falling more into alignment as we work towards the end of year.

DECLARATION OF CONFLICT OF INTEREST

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

- Greg Pinkerton – Director Planning & Corporate Services
- Deep Fernando – Finance Manager

Attachments

1.  February Service Plan Statement

COUNCIL MEETING AGENDA - 26 MARCH 2024

11.3 PLANNING PERMIT APPLICATION - PP23-0127 - FLOATING SAUNA ON LAKE SAMBELL, BEECHWORTH

File No: 2023/1099

James Turner - Manager Planning & Statutory
Services

Planning & Corporate Services

For Decision

RECOMMENDATION

That Council issue a Notice of Decision for the refusal of Planning Permit Application 23-0127 (Lake Sambell, Lake Kerferd Road, Beechworth) for buildings and works, and use of the land for a floating Sauna in the Public Park and Recreation Zone and Heritage Overlay, on the following grounds:

1. The proposal is inconsistent with the Municipal Planning Strategy and Planning Policy Framework of the *Indigo Planning Scheme*, particularly clauses:
 - a. 02.03-1 Settlement;
 - b. 02-03-2 Environmental and landscape values;
 - c. 02-03-4 Natural resource management;
 - d. 02-03-5 Built environment and heritage;
 - e. 02.03-7 Economic development;
 - f. 11.03-6S Regional and local places;
 - g. 12.03-1S Water bodies and wetlands;
 - h. 13.01-1S Natural hazards and climate change;
 - i. 13.05-1S Noise management;
 - j. 13.07-1S Land use compatibility;
 - k. 14.02-2S Water quality;
 - l. 15.03-1S Heritage conservation;
 - m. 15.03-1L Heritage;
 - n. 17.04-1S Facilitating tourism; and
 - o. 17.04-1L Tourism development.
2. The proposal is inconsistent with the purpose of the Public Park and Recreation Zone, particularly:
 - a. The use is not an appropriate commercial use;
3. The proposal is inconsistent with the decision guidelines of the Public Park and Recreation Zone, particularly:
 - a. The proposed development is not approximately located and designed.
4. The proposal is inconsistent with the purpose of the Heritage Overlay, particularly:
 - a. The proposal fails to conserve and enhance heritage places of natural and cultural significance;

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- b. The proposal fails to conserve and enhance those elements which contribute to the significance of the heritage place; and
 - c. The proposal adversely affects the significance of the heritage place;
- 5. The proposal is inconsistent with the decision guidelines of the Heritage Overlay, particularly:
 - a. The proposal adversely affects the natural and cultural significance of the heritage place;
 - b. The proposal is inconsistent with the statement of significance for the heritage place; and
 - c. The location, bulk and form of the proposal will adversely affect the significance of the heritage place.
- 6. The proposal is inconsistent with the following adopted Council documents:
 - a. Lake Sambell Master Plan (adopted 2015); and
 - b. Lakes and Waterways Activation Plan (adopted 2020).
- 7. The proposed development does not adequately provide the infrastructure required for a use of this nature.
- 8. The proposal is inconsistent with the decision guidelines at clause 65 of the *Indigo Planning Scheme*, particularly:
 - a. The proposal is not orderly planning;
 - b. The proposal has potentially unacceptable impacts on the environment, human health and the amenity of the area;
 - c. The impacts of the proposal on public land;
 - d. The proposal is likely to reduce water quality; and
 - e. The proposed loading and unloading facilities for the proposal are inadequate for both goods and people.

SUMMARY

Application No:	PP23-0127
Subject Land:	Lake Sambell Reserve, Lake Kerferd Road, Beechworth (20~H2\PP5061)
Proposal:	The proposed application seeks a planning permit for buildings and works to construct and operate a floating Sauna on Lake Sambell.
Recommendation:	Refusal in accordance with the recommendation above.

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BACKGROUND

Date application lodged:	21/07/2023
Purpose:	Seek approval to use and develop the subject site for the purposes of floating sauna.
Subject site land area:	27.198 hectares.
Current use of subject site:	Public park and recreation reserve.
Site constraints:	Bushfire Prone surroundings
Surrounding land use:	Residential and public land
Zoning of surrounding land:	General Residential Zone 1

PROPOSAL

Development:

The applicant proposes a floating pontoon, anchored to the western shore of the lake by an accessway. On the pontoon will be two buildings containing a wood-fired sauna, office, and a changeroom. The buildings will be solar powered with panels to be located on the roof. The applicant states that no liquid waste will be generated by the use, therefore the proposed development is not connected to reticulated sewer or effluent system. No works are proposed by the applicant to increase or improve car parking, or formalise a loading zone.

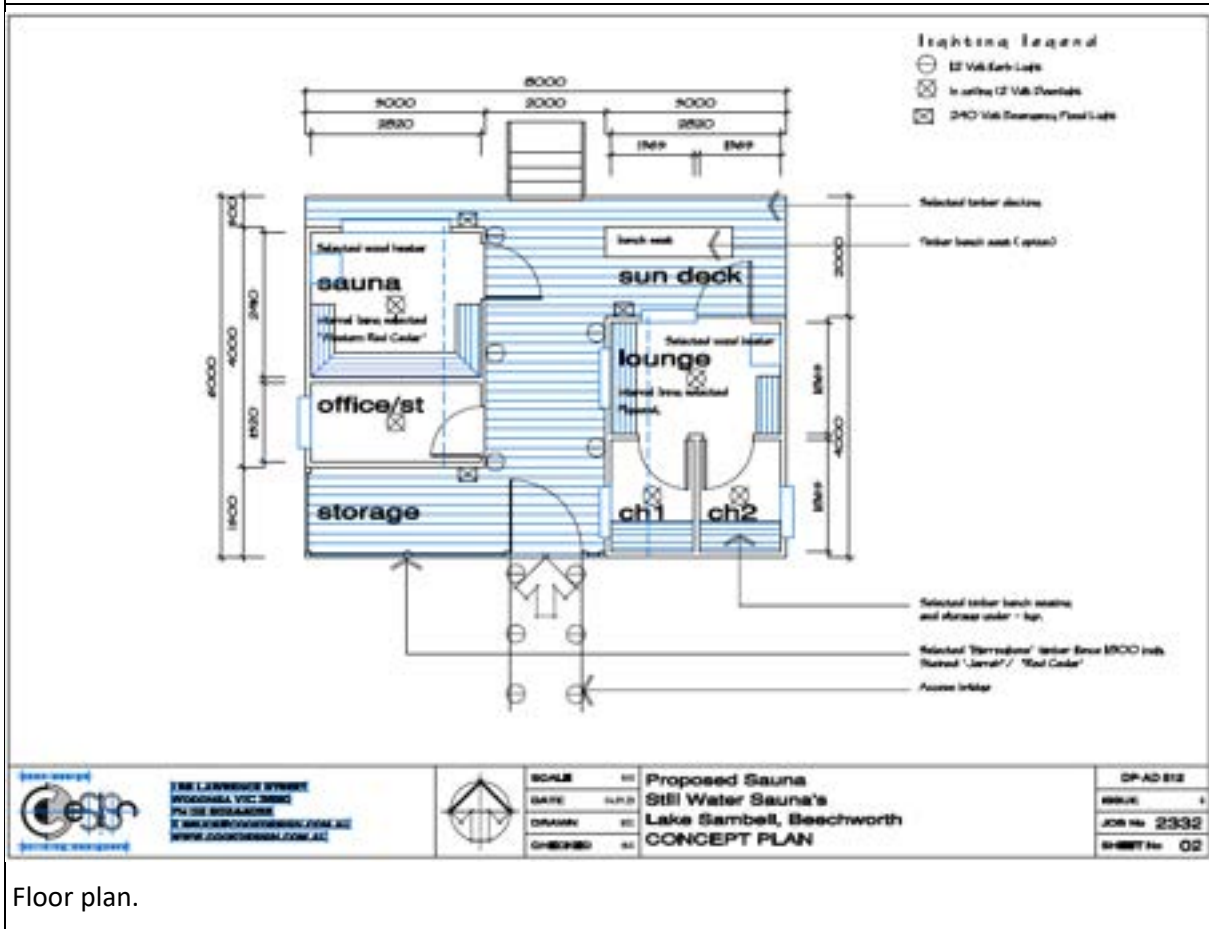
Use:

The applicant proposes that the use of the Sauna will operate throughout the year (all seasons) in perpetuity. The Sauna will be staffed by an operating attendant. The applicant proposes operating hours of 8am to 9pm in Summer and 8am to 6pm in Winter. A maximum of 5 patrons will have use of the sauna per session, each session is 1 hour long. The applicant states that 6,000kg of wood will be used per-annum to run the sauna heater and auxiliary heater in the changeroom. 20 Kgs of firewood will be delivered daily to the sauna by ute. The submitted plans show a storage area adjacent to the office for wood storage. Patrons will be provided with robes and towels for use at the sauna, these will need to be collected and dropped off as they get laundered.

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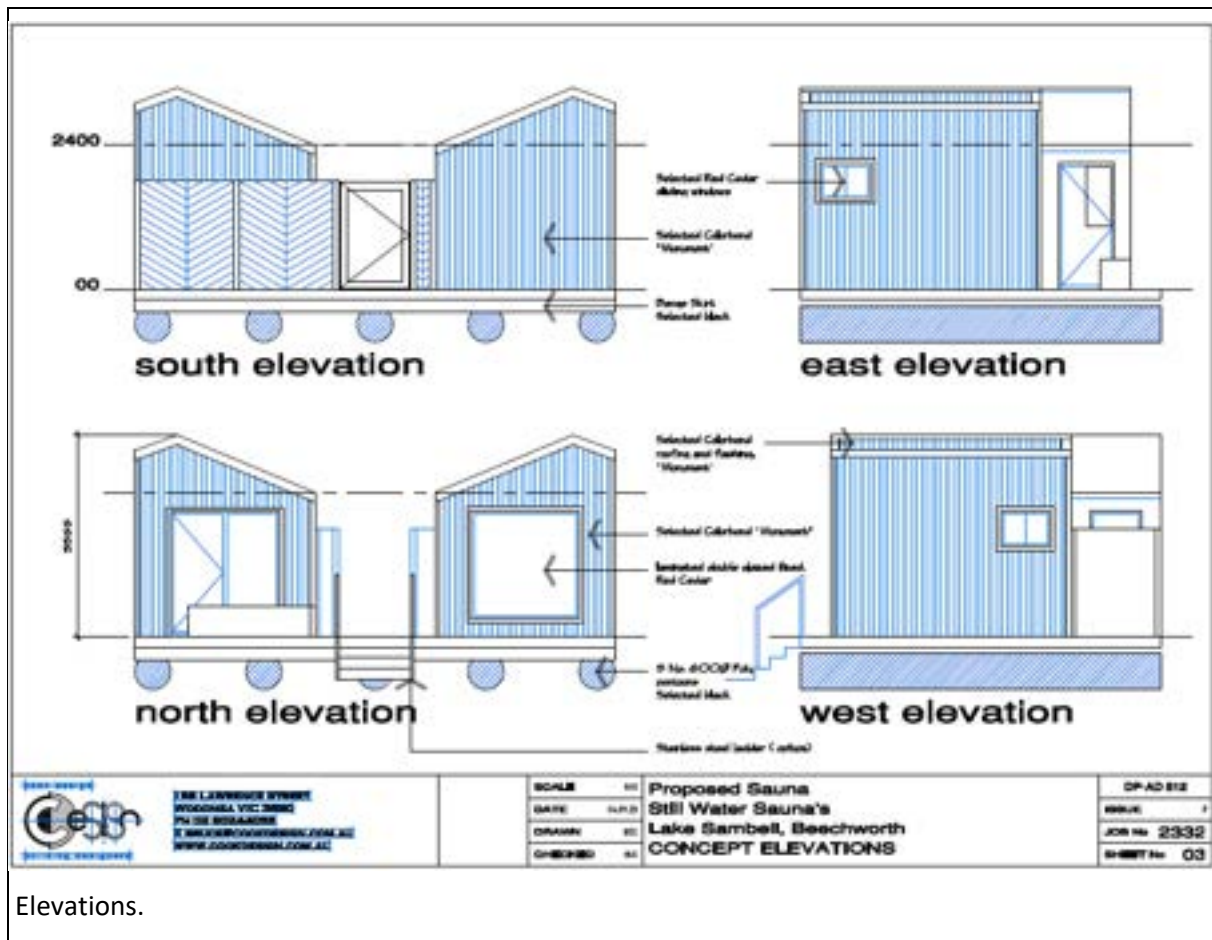


Yellow dot denotes proposed development site (approx.).



Floor plan.

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ZONING AND PLANNING CONTROLS

Zoning:

Public Park and Recreation Zone

Overlay/s:

Heritage Overlay (HO247 & HO248)

Permit Trigger:

Public Park and Recreation Zone (PPRZ)

Pursuant to **Clause 36.02-2**, a planning permit is required to construct a building or construct or carry out work.

Heritage Overlay (HO247 & HO248)

Pursuant to **Clause 43.01-1**, a planning permit is required to construct a building or construct or carry out works.

Planning and Environment Act 1987 - SECT 60

Section 60 of the Act provides that before deciding on an application, the responsible authority must consider:

- (a) the relevant planning scheme; and
- (b) the objectives of planning in Victoria (which include at Section 4(1)(b) to provide for the protection of natural and man-made resources...); and

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- (c) all objections and other submissions which it has received and which have not been withdrawn; and
- (d) any decision and comments of a referral authority which it has received; and
- (e) any significant effects which the responsible authority considers the use or development may have on the environment or which the responsible authority considers the environment may have on the use or development.

Section (1A) of the Act provides that the responsible authority, if the circumstances appear to so require, may consider:

- (a) any significant social and economic effects of the use or development for which the application is made; and...
- (j) any other relevant matter.

STATE PLANNING POLICY

Introduction, Goal and Principles

The purpose of State policy in planning schemes is to inform planning authorities and responsible authorities of those aspects of State level planning policy which they are to consider and give effect to in planning and administering their respective areas. It is the State Government's expectation that planning and responsible authorities will endeavour to integrate the range of policies relevant to the issues to be determined and balance conflicting objectives in favour of net community benefit and sustainable development. Planning and responsible authorities must take account of and give effect to both the general principles and the specific policies applicable to issues before them to ensure integrated decision-making.

Society has various needs and expectations such as land for settlement, protection of the environment, economic well-being, various social needs, proper management of resources and infrastructure. Planning aims to meet these by addressing aspects of economic, environmental and social well-being affected by land use and development.

Planning is to anticipate and respond to the needs of existing and future communities through provision of zoned and serviced land for housing, employment, recreation and open space, commercial and community facilities and infrastructure. Planning is to recognise the need for, and as far as practicable contribute towards:

- Health and safety.
- Diversity of choice.
- Adaptation in response to changing technology.
- Economic viability.
- A high standard of urban design and amenity.
- Energy efficiency.
- Prevention of pollution to land, water and air.
- Protection of environmentally sensitive areas and natural resources.
- Accessibility.
- Land use and transport integration.

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The State Planning Policy Framework seeks to ensure that the objectives of planning in Victoria are met and encouraged through land use and development. The following policies and clauses are deemed to be relevant to this proposal and have been considered in the assessment of this application:

Settlement

- 11.01-1S – Settlement
- 11.01-1R – Settlement - Hume
- 11.01-1L-01 – Beechworth
- 11.03-6S – Regional and local places

Environment

- 12.03-1S – Water Bodies and Wetlands

Environmental Risks

- 13.01-1S – Natural hazards and climate change
- 13.02-1L – Bushfire Planning
- 13.05-1S – Noise management
- 13.07-S – Land use compatibility

Natural Resource Management

- 14.02-02S – Water quality

Built Environment and Heritage

- 15.03-1S – Heritage Conservation
- 15.03-1L – Heritage Local
- 15.03-2S – Aboriginal Cultural Heritage

Economic Development

- 17.04-1S – Facilitating Tourism
- 17.04-1L – Tourism Development

LOCAL PLANNING POLICY FRAMEWORK

The Municipal Planning Strategy (MPS) provides relevant discussion in relation to land use and development in the Shire. The following policies and clauses are deemed to be relevant to this proposal and have been considered in the assessment of this application:

- 02.02 – Vision
- 02.03-1 – Settlement
- 02.03-2 – Environmental and Landscape Values
- 02.03-3 – Environmental Risks and Amenity
- 02.03-4 – Natural Resource Management Catchment Management
- 02.03-5 – Built Environment and Heritage

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02.03-7 – Economic Development

PARTICULAR PROVISIONS

52.06 Carparking

GENERAL PROVISIONS

65 Decision Guidelines

Because a permit can be granted does not imply that a permit should or will be granted. The responsible authority must decide whether the proposal will produce acceptable outcomes in terms of the decision guidelines of this clause.

65.01 Approval of an application or plan

Before deciding on an application or approval of a plan, the responsible authority must consider:

- The matters set out in section 60 of the Act.
- Any significant effects the environment, including the contamination of land, may have on the use or development.
- The Municipal Planning Strategy and the Planning Policy Framework.
- The purpose of the zone, overlay or other provision.
- Any matter required to be considered in the zone, overlay or other provision.
- The orderly planning of the area.
- The effect on the environment, human health and amenity of the area.
- The proximity of the land to any public land.
- Factors likely to cause or contribute to land degradation, salinity or reduce water quality.
- Whether the proposed development is designed to maintain or improve the quality of stormwater within and exiting the site.
- The extent and character of native vegetation and the likelihood of its destruction.
- Whether native vegetation is to be or can be protected, planted or allowed to regenerate.
- The degree of flood, erosion or fire hazard associated with the location of the land and the use, development or management of the land so as to minimise any such hazard.
- The adequacy of loading and unloading facilities and any associated amenity, traffic flow and road safety impacts.
- The impact the use or development will have on the current and future development and operation of the transport system.

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REFERRAL AUTHORITIES

The application was referred to the following referral authorities in accordance with Section 52 of the Planning and Environment Act 1987 and/or advice was sought from the following:

- **Health (effluent disposal)**
 - No objections, provided that chemicals or processes used to clean and sanitise the sauna do not impact the water quality of the lake. Waste water must not enter the lake.
- **Heritage Advisor**
 - Objection, proposal not supported.
- **North East Catchment Management Authority (NECMA)**
 - No objection, NECMA references the wall and spillway as important for mitigating potential floods.
- **North East Water (NERWA)**
 - No objection, the proposal does not impact North East Water assets or infrastructure.
- **Goulburn Murray Water (GMW)**
 - No objection with conditions:
 - All construction and ongoing activities must be in accordance with EPA Publication 1834.1 Civil Construction, Building and Demolition Guide (September 2023).
 - There must be no discharge of any form of wastewater from the floating sauna into Lake Sambell. Any wastewater must be removed from the facility and disposed of appropriately at an approved waste disposal facility.
 - Any water taken from Lake Sambell may require a take and use licence from Goulburn-Murray Water. Any water supplied by GMW is not suitable for human consumption (including sauna use) without first being properly treated.
- **Infrastructure**
 - No objection with conditions:
 - Prior to the commencement of construction, the applicant must enter into a licence agreement with the Responsible Authority, for the occupation and use of the public space.
 - Prior to licence agreement approval, an advertising process must be undertaken informing of Councils intention to enter into a licence on the terms and conditions negotiated. Final approval is granted by Council with consent of DEECA.
 - The licence agreement will include; conditions for the use of the site, maintenance and replacement responsibilities, operational and complaint responsibilities, and annual fee charges
 - No car parking of patrons or staff permitted on gravel road shoulder at sauna location.

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- Location and design of floating sauna must not adversely impact upon dam outlet control structures.

- **Economic Development**

- No objection.

PUBLIC NOTICE

Notice of the application was given to adjoining owners and occupiers, and other relevant persons in accordance with Section 52 (1) of the Planning and Environment Act 1987.

14 submissions were received in response. The submissions were comprised of 13 objections and 1 letter of support for the proposal.

Issues raised include:

- Noise
- Increased traffic
- Environmental impacts, including smoke emissions
- Commercialisation of the reserve
- Visual Impacts

DISCUSSION

The recommendation for refusal of the proposed floating sauna is based on concerns surrounding heritage, commercialisation of public land, lack of connection to services. The reasons are mirrored by the public objections to the proposal.

Heritage Concerns

During assessment of this proposal it was found that the site, scale, form, and materiality of the development would adversely impact the heritage values of the site. The proposed development was found to be inconsistent with the following policies:

- 02.03-5 – Build environment and heritage
- 15.03-1S – Heritage conservation
- 15.03-1L – Heritage policy application
- 43.01-8 – Heritage decision guidelines

Consultation with the Shire Heritage advisor identified and confirmed the key elements of historical significance within the reserve, which are:

- View lines from the lake shore to remnant mining features, which are located around the edge of the lake.
- Historical and present community connection to the site.

The proposed development is situated off the end of a small point on the western shore of the lake. The site is highly visible from most of Lake Sambell's foreshore, but will be most disruptive to a primary view line from the walking track and road on the western shore across remnant mining landscape. The materiality and form of the structure do not reflect the characteristics of the site. Nor does the form minimise the visual impact of the structure on the view lines to the historical landscape features. The cladding and roofing material proposed for the structure is Colorbond® in 'Monument', which is not supported for use in significant landscapes. 'Monument' contrasts with surrounding colours of the landscape rather than complimenting them as other muted Colorbond® colours do.

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Further, the establishment, and use, of Lake Sambell for community purposes is an important heritage and cultural artefact of the site. Lake Sambell was established with funds won in the 1927 'Ideal Town' competition. The money gave the community the opportunity to repurpose a former (significant) mining site into a picturesque public reserve with a lake. As such, the use of the lake reserve for private commercial interests does not align with the intent of the reserve, which the community understand to be for the public good. Particularly as the proposed commercial operation relies on the public infrastructure within the reserve to operate.

Commercialisation of the Reserve

Whilst one purpose of the public Park and Recreation Zone is to recognise areas for public recreation and open space and protect and conserve areas of significance where appropriate, it also permit some commercial uses where 'appropriate'. During assessment of the application it was found that the proposal was inconsistent with the purpose of the zone for the following reasons:

- The proposal (or similar concept) is not consistent with the Lake Sambell Master Plan and is contrary to the community feedback within the report regarding commercial operations within the reserve. The proposal cannot be considered 'appropriate' when the key policy document for the reserve is unsupportive of such a proposal.
- The proposal received multiple objections, 11 of the 13 objections were based on concern over the commercialisation of the reserve. The proposal cannot be considered appropriate in accordance with purpose of the zone as the zoning specifically covers public land.
- The proposal overly relies on the use of public infrastructure to operate.

The Lake Sambell Masterplan was adopted by Council in 2015 to provide direction for the future development, use and management of Lake Sambell and the Lake Sambell Reserve. Community feedback received during the community consultation phase noted reluctance to increased commercial ventures within the reserve. Markets, cultural performances, and family activities (such as paddleboats) were considered preferential commercial activities. The commercialisation of reserve was a common theme (11 of 13 objections) throughout the objections received to this proposal.

The Lakes and Waterways Activation Strategy (Activation Strategy) was adopted by Council in 2020 to provide a Shire-wide recreation strategy for the use of key lakes and waterways. The Activation Strategy is not a management plan for the identified lakes and waterways. Lake Sambell is identified by and included in the Activation Strategy. The Activation Strategy has five strategic objectives as listed below:

- 5.2.1 Activation: Increasing recreational use through provision of programs and activities that encourage more people to be active on and around lakes and waterways.
- 5.2.2 Infrastructure: Provide appropriate facilities and accessible infrastructure to enable greater and more sustainable recreation and tourism use.
- 5.2.3 Management: Manage activity and investment in recreation in a coordinated way that integrates the needs of multiple land managers and user groups.
- 5.2.4 Awareness: A coordinated approach will market, inform and promote the recreation opportunities available on lakes and waterways, the values of each location, and reinforces the differences in allowable use.
- 5.2.5 Environment and Culture: Recreation use will be managed sustainably across a diversity of sites and managing agencies.

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Lack of connection to services

The reliance on public infrastructure within the reserve to support the operation of the private venture was considered inappropriate when assessed against the purpose of the zone, which states that commercial uses should only be provided where appropriate. The applicant is seeking planning permission to operate the use on the land in perpetuity. As the proposed use will be allowed to remain whilst the planning permit conditions continue to be met. The proposed structure is designed to be 'off-grid' and will not be connected to mains power, reticulated sewer or reticulated water. The lack of connection to water and sewer are a particular concern as the patrons will not have access to toilet and shower facilities whilst using the sauna. Similarly, of concern is how waste-water generated through routine cleaning will be disposed of, and if chemicals from this process could reduce the water quality in the lake? The Environmental Health referral notes that necessity for the regular cleaning of the facility, due to the nature of the use. The referral comment notes that chemicals must not enter the lake.

The applicant proposes that patrons will use the public toilet facilities located adjacent to Kraus Lane. However, these facilities are located approximately 150 metres from the sauna, which would require (potentially robed) patrons to leave the sauna facility and walk down McConville Avenue. The proposal lacks the provision of adequate parking and unloading areas. The sauna will require daily deliveries of consumables including firewood, filtered water, laundered robes, yet no formal loading zone is proposed as part of the development. It is likely that delivery of these consumables will occur on the gravel shoulder of McConville Avenue in front of the sauna site. The increased and consistent use may lead to degradation of the road shoulder. As such, the proposal is inconsistent with the following policies:

- 02.03-2 - Environmental and landscape values
- 02.03-4 - Natural Resource Management
- 12.03-1S - Water Bodies and Wetlands
- 13.07 - Amenity, Human Health and Safety
- 14.02-2S - Water Quality
- 36.02 - Public Park and Recreation Zone

VICTORIAN CIVIL AND ADMINISTRATIVE TRIBUNAL

There are a number of cases in recent years that have some relevance to this particular application and in particular:

- *Food Desire Pty Ltd v Port Phillip* [2004] VCAT 2448
- *Byrnes v Greater Geelong CC* [2010] VCAT533
- *Luther v Yarra Ranges SC* [2008] VCAT 1499

For instance:

In the matter of *Food Desire Pty Ltd v Port Phillip* [2004] VCAT 2448 the Tribunal ultimately granted a permit allowing a restaurant and function centre to operate within a Public Park and Recreation Zone. However, the Member noted particularly that the buildings and structures proposed for the restaurant and function centre already existed; and, that the masterplan for the site identified these existing buildings and structures for commercial use. It is considered that these determining factors could not be applied similarly to this matter as the proposed sauna is not proposed to occupy an existing building or structure. Further, the Lake Sambell Master Plan does not support the commercialisation of the reserve, unlike the masterplan applicable to site in *Food Desire Pty Ltd v Port Phillip* [2004] (VCAT 2448).

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In the matter of *Byrnes v Greater Geelong CC* [2010] VCAT 533, the Tribunal assessed an application for a Ferris Wheel within the Public Park and Recreation and Heritage Overlay. The Tribunal found that the proposal was acceptable as:

- the masterplan for Eastern Beach Reserve supported the use of the land for tourist attractions,
- the development did not impact on primary view lines, and;
- the development is only proposed for a fixed period of time.

Again, these determining factors cannot be applied similarly to the proposed floating sauna as the use is not supported by the Lake Sambell Reserve Masterplan. Further, the proposed development impacts primary view lines within the site. Finally, the proposed use and development does not have a fixed period of time at the site. Rather, the floating sauna could remain indefinitely (provide the lease permits this).

CONCLUSION

In summary, the proposal should not be supported by Council for the following reasons:

- The proposal is inconsistent with the purpose and objectives of the Public Park and Recreation Zone.
- The proposal is inconsistent with the purpose and objectives of the Heritage Overlay.
- The proposal development does not adequately provide the required infrastructure for the proposed use

CONFIDENTIAL ATTACHMENT

The following confidential attachment has been provided to Councillors under separate cover. Recent changes to Section 197A of the *Planning and Environment Act 1997* have clarified and tightened the way Councils are able to make certain planning documents available to the public. The Act provides that the confidential document listed below can only be made available for public inspection:

- at Council offices during business hours, or
- electronically via Council's website subject to strict public availability requirements, requiring significant editing of individual documents.


Council currently does not have the resources to provide the document online in line with the public availability requirements of the Act, and so is at this stage unable to publish it in the public agenda online.

DECLARATION OF CONFLICT OF INTEREST

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

- Greg Pinkerton, Director Planning & Corporate Services
- James Turner, Manager Planning & Statutory Services
- Steven Hawkins, Coordinator Planning
- Joshua Bellette, Planning Officer

Attachments

1.  PP23-0127 - Plans
2. PP23-0127 - Planning Application (Confidential)

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12. COMMUNITY & ECONOMIC DEVELOPMENT

12.1 ENABLING TOURISM FUND PROJECTS: INDIGO GOLD TRAIL 2.0 AND RUTHERGLEN WINE EXPERIENCE CENTRE

File No: 2024/157

Susannah Doyle - Manager Tourism

Community & Economic Development

For Decision

RECOMMENDATION

That subject to confirmation by the CEO before the lodgement date that funding is available in the draft 2024/2025 Budget, Council:

1. Endorses applications for the following projects to the Victorian Government, Department of Jobs, Skills, Industry and Regions' Enabling Tourism Fund 2024:
 - Indigo Gold Trail 2.0;
 - Rutherglen Wine Experience Centre (to be submitted by Winemakers of Rutherglen); and
2. Notes that, pending successful application outcome/s, Council's contribution in future budget 2024/25 will be:
 - \$70K for the Indigo Gold Trail 2.0 project; and
 - \$25K contribution to the Rutherglen Wine Experience Centre project (equal contribution from Winemakers of Rutherglen).

PURPOSE OF REPORT

The State Governments Enabling Tourism Fund (ETF) grant program is currently open. Funding applications are being proposed for two projects.

The purpose of this report is to provide information about the ETF and strategic context, project details and rationale for the two proposed grant applications. The report seeks Council support for the two funding applications including future contribution commitment, if the applications are successful and funding is secured.

The report recommends

"That subject to confirmation by the CEO before the lodgement date that funding is available in the draft 2024/2025 Budget, Council:

1. Endorses applications for the following projects to the Victorian Government, Department of Jobs, Skills, Industry and Regions' Enabling Tourism Fund 2024:
 - a. Indigo Gold Trail 2.0
 - b. Rutherglen Wine Experience Centre (to be submitted by Winemakers of Rutherglen)

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2. Notes that, pending successful application outcome/s, Council's contribution in future budget 2024/25 will be:
 - a. \$70K for the Indigo Gold Trail 2.0 project
 - b. \$25K contribution to the Rutherglen Wine Experience Centre project (equal contribution from Winemakers of Rutherglen)"

BACKGROUND

ENABLING TOURISM FUND 2024 (ETF)

The Enabling Tourism Fund 2024 is a new Victorian Government grant program, open to:

- Local and State Government entities, based in Victoria
- State or Local Government owned entities
- Private sector proponents
- Not-for-profit organisations, including community groups that are an incorporated body, cooperative or association or
- Traditional Owner Corporations, organisations and groups, and Aboriginal-owned businesses.

The funding program will invest in high-potential tourism initiatives from the market-testing phase, through to the planning and design phases, towards investment-ready status.

The objectives of the ETF are:

- Build a strong pipeline of demand-driving public and private tourism infrastructure projects and progress them towards investment-ready status
- Develop strategic tourism infrastructure projects that will increase visitation, improve quality of customer experience, and increase visitor yield and length of stay
- Develop projects that broaden Victoria's tourism offering, and support and encourage year-round visitation and dispersal across regional Victoria
- Leverage and facilitate private sector investment, including through strengthening public tourism infrastructure.

Outcomes of the ETF reflects the Victorian Government's commitment to strengthening the visitor experience in Regional Victoria.

The ETF will invest in proposals that can demonstrate commitment to the following outcomes:

- Regional Victoria has a strengthened pipeline of experience products and accommodation
- Regions are developing a more compelling visitor offering
- Regional accommodation is more attractive to visitors
- Regional accommodation is more accessible.

Activities funded through the ETF must support the delivery of the outcomes identified in *Experience Victoria 2033*, which has seven outcome metrics:

- Driving economic growth – Victoria's visitor economy attracts more visitors to our state who stay longer, produce higher yield, and be more likely to return.
- Innovative and outstanding – Victoria pushes the boundaries and transforms original ideas into brilliant businesses, exciting products and events and ultimately, a richer experience for visitors.
- Sustainable and regenerative – Victoria's visitor economy creates experiences that stand the test of time by protecting and enhancing our extraordinary landscapes and biodiversity.
- Inclusive and welcoming – Victoria's visitor economy delivers meaningful experiences and employment for people of all identities, cultures and abilities.

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- First Peoples focused – Victoria's First Peoples are self-determining their priorities for tourism development, creating wealth and contributing to positive outcomes for their communities and Country.
- Valuable for our communities – Our tourism investments align with the plans and aspirations of local communities and generate positive benefits for local communities.
- Unique to place – Our tourism products build on the different signature personalities of our suburbs, towns, cities and regions.

The program timelines are:

- Applications Open - 19 January 2024
- Applications Close - 28 March 2024
- Outcomes Announced - Mid 2024
- Grant Agreements Executed - July 2024 onward

The funding streams are:

ETF FUNDING STREAM	APPLICATIONS	RATIO	MINIMUM GRANT	MAXIMUM GRANT
Stream 1 - Testing the Concept Project types eligible under Stream 1 include: <ul style="list-style-type: none"> • Business case development • Feasibility studies • Master planning including concept design • Market testing and assessments • Site analysis 			\$20,000	\$500,000
Stream 2 – Preparing for Investment Project types eligible under Stream 2 include a combination of the following that delivers a project ready for infrastructure investment: <ul style="list-style-type: none"> • Detailed design package • Quantity Surveying Report • Relevant technical investigations, plans and reports to progress the project for example; universal design, environmental and sustainability plans, Cultural Heritage Management Plans, quantity surveying, traffic management • Stakeholder and community engagement plan and implementation • Operational viability studies • Investment Prospectus development • Developing a funding strategy 	1 x application per entity (applicants cannot submit more than one application across both streams)	Victorian Government = \$4 LGA Partner = \$1	\$20,000	\$500,000

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PROJECTS

1. VICTORIAN GOLDFIELDS WORLD HERITAGE LISTING - INDIGO GOLD TRAIL 2.0 – THE GOLD STANDARD EXPERIENCE

Indigo Gold Trail is an existing tourism touring route product, developed by Council in 2009 with further website and content development supported by State Government *Local Skills Partnerships Program* funding in 2011/2012.

The Trail is comprised of 40 locations across Indigo Shire. The aim of the Indigo Gold Trail is to celebrate Indigo's rich gold history and to drive dispersal of visitors across the Shire.

Locations include a variety of different signage types and markers including Council/heritage style interpretation panels and branded granite plinths. Additional collateral included a dedicated website (decommissioned following Council's website renewal some years ago) and printed brochures and maps (not currently in circulation). All content and creative assets are securely stored; however, the experiences/locations are not all accessible, the physical site experiences have deteriorated and considered mediocre to poor. Written content, brand and imagery is dated.

In January 2024 Council Officers conducted an audit of the trail locations. The overall quality of the location experience was poor. Many sites are overgrown, poorly accessible, difficult to locate and present safety concerns. Additionally, signage and branding across the trail is not cohesive and some signs and markers have significantly deteriorated. The current visitor experience is not optimal and marketing Indigo Gold Trail at this time is not considered beneficial, until a program of phased upgrades is funded.

2. RUTHERGLEN WINE EXPERIENCE CENTRE (RWEC)

Wine is the major economic driver in Rutherglen, accounting for approximately 50% of visitors. The redevelopment of the building and wine experience, will put "wine" and "experience" back into the Wine Experience Centre. Presently, the Wine Experience Centre lacks experiential wine elements; wine sales, tastings and contemporary interpretations of the rich and unique wine story. The display is outdated, static and lacks cohesion and integration between the visitor information and wine experience elements.

In 2022/23 Winemakers of Rutherglen presented a contemporary wine experience concept to Council. In 2023/24 Winemakers of Rutherglen progressed their early concept ideas by engaging Urban Enterprise and Public Realm Lab to prepare a Feasibility Report and Concept Design.

These agencies were engaged by Winemakers of Rutherglen recognising their depth of local engagement and understanding following their roles in Council's Rutherglen Place Plan and Rutherglen Silo Arts Precinct projects. The project work took a holistic approach to deliver an integrated concept for the Visitor Information Centre and Wine Experience Centre and Tourism Industry Hub, to optimise **visitor**, **wine** visitor and tourism **industry** engagement into the future.

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DISCUSSION

1. **INDIGO GOLD TRAIL 2.0 – PROJECT SCOPE**

Stream 2 – Preparing for Investment - Enabling Tourism Fund

The grant will fund the development of a comprehensive plan to develop a Victorian Goldfields benchmark experience and Shire-wide cultural heritage product:

PROJECT SCOPE	TITLE	DETAILS	BUDGET
PART 1	Content Development	Develop and Deliver <ul style="list-style-type: none">Conduct audit and review of existing, ageing Indigo Gold Trail website content, printed collateral, sites, signage and infrastructure, accessibility and safetyResearch and develop contemporary historical content, update branded content for web, print, merchandise, signage (including First Nations considerations and opportunity), digital integration and World Heritage Listing strategic alignment	\$50,000
PART 2	Experience Development	Scope and Plan <ul style="list-style-type: none">Research and develop walk and site visitor experiences, based on audience and experience priorities, accessibility and cultural significance, including mapping and map/app scoping options	\$45,000
PART 3	Product Development	Infrastructure Scope and Plan <ul style="list-style-type: none">Project Plan, with QS costings, for required physical infrastructure elements (walking paths/upgrades, signage, site markers etc.); including alignment to 3 audience segments and works prioritisation for:<ul style="list-style-type: none">Niche/specific interest audience (geotourism, goldrush/other academics) – high cultural significance, lower general experienceGeneral walking; destination visitors and all community – varied significance, motivational experiencesHero/visitation driver – 3 ‘hero’ (brand leading) heritage walk experiences across Indigo, to be identified and developed; including feasibility reports and preliminary scope of concepts.	\$55,000
		The scope includes the hero Beechworth Gorge Walk (including Powder Magazine) with costed detailed concept design for a brand leading experience, including optimal all ability accessibility.	\$200,000
TOTAL PROJECT BUDGET			\$350,000

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INDIGO GOLD TRAIL 2.0 - RATIONALE AND OUTCOMES

A shire-wide best practice cultural heritage product development plan with Phase 1 delivered and Phase 2 and Phase 3 Plans and Scoping work completed, that will:

- Leverage the UNESCO status of the Victorian Goldfields (due 2026/27), by delivering a robust and investment-ready plan that will;
 - Position Council to successfully secure funding to deliver Phase 3 infrastructure Hero Experience projects;
 - Support funding and delivery of **THE** gold standard experience of the Victorian Goldfields World Heritage listed sites;
 - Bring the ageing Indigo Gold Trail content, experiences and activation to a World Heritage Listed Victorian Goldfields experience benchmark; and
 - Deliver a shovel-ready project, ready for funding and phased project delivery with all documentation required for successful, future funding applications to implement all aspects of the project progressively

2. RUTHERGLEN WINE EXPERIENCE CENTRE - PROJECT SCOPE

Stream 2 – Preparing for Investment - Enabling Tourism Fund

The fund will deliver the development of a comprehensive Detailed Design Package; taking the project from concept (completed), to infrastructure-investment-ready status.

Rutherglen Wine Experience Centre (RVEC) will offer a contemporary regional visitor experience that showcases the innovative history of the Rutherglen Wine Region, its produce and experiences.

A completely refurbished and modernised centre will provide wine tastings and sales, wine region interpretive content, visitor servicing, non-wine retail and destination interpretation from the heart of Rutherglen's historic village. It will serve as a key dispersal point for visitors to explore the region and act as an industry engagement hub for the wine and tourism industry and destination management stakeholders.

PROJECT SCOPE	TITLE	DETAILS	BUDGET
PHASE 1 <i>Completed</i>	<i>Concept testing and design</i>	<ul style="list-style-type: none"> • Phase 1 of the reimagined RVEC project is complete. • This preliminary work consisted of concept designs, a staging plan, an alteration and additions package, and a business case confirming the economic viability of the project. • The RVEC is now positioned to progress to Detailed Design planning. 	<i>Completed 2022/23</i>
PHASE 2 <i>This project</i>	<i>Detailed Design & Project Plan</i>	<ul style="list-style-type: none"> • Application submitted by Winemakers of Rutherglen. • Development of an investment-ready suite of tourism infrastructure documentation in a package. • This includes: <ul style="list-style-type: none"> ○ Consultation with community, member wineries and RVEC stakeholders. 	50/50 contribution from Council and Winemakers of Rutherglen

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		<ul style="list-style-type: none"> ○ Schematic and Detailed Design including conservation, interpretation, and future-fitting of the building. ○ Due Diligence including but not limited to technical investigations, building surveys, geotechnical assessments, cultural heritage and environmental assessments, site surveys, and planning requirements. ○ Detailed quantity surveying reports/costings. ○ Tender-ready documentation and strategy. 	\$25,000 WoR \$25,000 Council \$200,000 ETF
TOTAL PROJECT BUDGET			\$250,000

RWEC

RATIONALE AND OUTCOMES

The project has a range of qualitative benefits beyond the economic gains outlined in the business case. These include:

- The revitalisation of an aging asset, to ensure conservation and that it is future fit;
- Improved liveability and cohesion through shared, publicly accessible and activated spaces;
- The creation of a leading wine experience centre, comparable to other leading centres in South Australia's wine regions;
- Greater opportunities for visitor dispersal across the region;
- Enhanced in-region visitor servicing to both visitors and industry while improving the facility's role within its immediate environment;
- Enhanced utilisation of the space for the wine industry and tourism industry, creating opportunities for meetings, engagement, and collaboration;
- Keeping up with changing consumer behaviours and preferences, particularly in an increasingly digital age, there is a need to offer more than just visitor information services from the centre;
- Greater revenue generation opportunity; and
- An infrastructure-investment ready suite of documentation prepared for future implementation funding rounds.

Options

As part of the consideration of this grant opportunity, a number of Council projects have been reviewed from locations across the shire. These projects have been assessed against the Enabling Tourism Fund application guidelines.

The Indigo Gold Trail 2.0 and RWEC are Council's strongest contenders for funding due to their alignment with local, state, regional and national priorities for tourism experiences as well as the upcoming National Heritage listing of the Beechworth Historic Precinct, Victorian Goldfields UNESCO World Heritage listing bid and strong connection to jobs and economic growth.

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For the RWEK project the pending Silo Precinct project funding and confirmed Enhancement project as well as the Rutherglen Loops project under construction, delivers strong strategic alignment and leverage opportunity.

STRATEGIC CONTEXT

COUNCIL PLAN 2021 – 2025	
Theme	3. Prosperity
Strategic Objective	3.2 Tourism is a major economic driver, critical to the long term sustainability of the Shire and leading the way in the post COVID-19 recovery phase and beyond
Strategic Action	3.2.1 Progress key priorities from the Indigo Destination Game Changer Tourism Strategy 2023

The Enabling Tourism Fund application for the **Indigo Gold Trail 2.0** supports the strategic themes of the following:

Destination Game Changer 2023 Tourism Strategy:

- Maximising existing heritage assets
- Nature based tourism development.

Beechworth Historic Precinct Masterplan:

- Preserving cultural heritage
- Telling authentic stories through engaging experiences
- Supporting a prosperous economy
- Encouraging connection between community and visitors, spaces and places

The Enabling Tourism Fund application for the **RWEK** supports the strategic themes of the following:

Destination Game Changer 2023 Tourism Strategy:

- Wine is the key product focus for the Rutherglen region, with relevant foundation products including a vibrant town centre/retail.
- Creating motivating experiences including food, wine and craft beer, nature/water and cycling.

Rutherglen Destination Management plan:

- Reinvigoration of the RWEK as a priority catalyst project.
- Supports growing visitation and yield through creation of innovative, contemporary experiences.
- Supports the positioning of Rutherglen as the Muscat capital of the world and its market-leading position to this type of fortified wine.

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SOCIAL/COMMUNITY IMPLICATIONS

INDIGO GOLD TRAIL 2.0

The reinvigoration of the Indigo Gold Trail will create a benchmark cultural heritage product and experience that spans shire-wide, promoting increased dispersal of visitors and greater diversity of tourism products on offer, in turn creating a reason for visitors to stay longer and increased visitor spend across more locations within Indigo Shire.

Creating a gold standard tourism experience will increase community pride in the shire's tourism offerings and care and conservation of local cultural heritage.

RUTHERGLEN WINE EXPERIENCE CENTRE

Rutherglen is fast positioning itself as a revitalised, vibrant, world-class food and wine destination. The existing RWECC does not adequately showcase the region or the quality of experience. The current fit out does not optimise the growing needs of visitors and the industry.

Reinvigorating the RWECC will address these gaps and improve the quality of customer experience, encourage dispersal around Rutherglen and increase visitor yield and length of stay. The outcome will be a sustainable and prosperous future for the RWECC for the benefit of visitors, community, and industry stakeholders.

ENVIRONMENTAL IMPLICATIONS

During Phase 2 'Experience Development' of the Indigo Gold Trail 2.0 project, walks and site visitor experiences will be researched, developed and mapped. Council's climate change policy and adaptation plan will be taken in to account at this point, to ensure alignment and positive environmental impact.

FINANCIAL IMPLICATIONS

INDIGO GOLD TRAIL 2.0:

	Approved Budget \$	This Proposal \$	Variance to Approved Budget \$	Comments
Revenue	0	\$280,000	\$280,000	Grants from State Government Enabling Tourism Fund 2024
Expense	0	\$350,000	\$350,000	Total project budget
Net Result	0	\$70,000	\$70,000	Total expense to Council

RUTHERGLEN WINE EXPERIENCE CENTER:

	Approved Budget \$	This Proposal \$	Variance to Approved Budget \$	Comments
Revenue	0	\$200,000	\$200,000	Grants from State Government Enabling Tourism Fund 2024
Other income	0	\$25,000	\$25,000	Winemakers of Rutherglen
Expense	0	\$250,000	\$250,000	Total project budget
Net Result	0	\$25,000	\$25,000	Total expense to Council

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Council must work closely with Land Owners/Managers including Parks Victoria to prepare for future maintenance of Indigo Gold Trail sites and access to support the gold standard visitor experience into the future.

Ongoing maintenance costs and responsibilities would be developed in Phase 3 Product Development – Infrastructure Scope and Plan.

Council's 2024/2025 budget is currently in the process of being developed hence the inclusion of the statement "that subject to confirmation by the CEO before the lodgement date that funding is available in the draft 2025/2025 Budget".

RISK & OPPORTUNITY MANAGEMENT

INDIGO GOLD TRAIL 2.0

Description	Likelihood	Consequence	Final Risk Rating	Controls, treatments
Project relies on 20% Council contribution via 2024/25 Budget New Initiative bid, with contribution subject to a successful grant application.	<ul style="list-style-type: none"> Unlikely 	Moderate	Medium	No control in place. Treatment options moving forward: 1. Cease the project 2. Consider funding co-contribution via operational budget.

RUTHERGLEN WINE EXPERIENCE CENTRE

Description	Likelihood	Consequence	Final Risk Rating	Controls, treatments
Project relies on 20% co-contribution. As this is a joint venture with Winemakers of Rutherglen, Council contribution required is only 10%. Seeking contribution via 2024/25 Budget New Initiative bid, with contribution subject to a successful grant application.	Unlikely	Moderate	Medium	Treatment options moving forward: 1. Cease the project 2. Consider funding co-contribution via operational budget. 3. Seek future design and development grants.

The Indigo Gold Trail 2.0 project strengthens Indigo Shire's contribution to the Victorian Goldfields World Heritage listing.

Importantly, the two proposed Enabling Tourism Fund applications feed key projects into the funding pipeline for compelling tourism products and experiences, ensuring continued growth, momentum and positive contribution to Indigo Shire's visitor economy. The Indigo Gold Trail 2.0 and RWEC projects will ensure Council is prepared to seek future investment-ready funding, as and when it becomes available.

COMMUNITY ENGAGEMENT

Engagement proposed

Stakeholder and community consultation are a critical element of the detailed design phase, to ensure the product aligns with community expectations.

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Stakeholder engagement will include: Parks Victoria, Department of Energy, Environment and Climate Action, Yorta Yorta Nation, Regional Development Victoria, Tourism North East, Chiltern Tourism and Development Inc, Yackandandah Chamber of Commerce, Beechworth Inc, Beechworth History and Heritage Society, Friends of the Burke Museum, Geo Tourism Australia, Winemakers of Rutherglen, Destination Rutherglen, commercial businesses and private landholders. In addition, Council's Advisory Committees will provide further insights and direction.

CONCLUSION

The Enabling Tourism Fund 2024 is a significant funding source for local government projects, and its objectives align well with Council's key policies and strategies. Of the projects that Council has in strategic plans, the Indigo Gold Trail 2.0 and RWECC are the most likely to be funded and can be commenced in the required timeframe.

Therefore, this report recommends "That subject to confirmation by the CEO before the lodgement date that funding is available in the draft 2024/2025 Budget, Council:

1. Endorses applications for the following projects to the Victorian Government, Department of Jobs, Skills, Industry and Regions' Enabling Tourism Fund 2024:
 - Indigo Gold Trail 2.0
 - Rutherglen Wine Experience Centre (to be submitted by Winemakers of Rutherglen)
2. Notes that, pending successful application outcome/s, Council's contribution in future budget 2024/25 will be:
 - \$70K for the Indigo Gold Trail 2.0 project
 - \$25K contribution to the Rutherglen Wine Experience Centre project (equal contribution from Winemakers of Rutherglen)"

DECLARATION OF CONFLICT OF INTEREST

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

- Sally Rice – Director of Community & Economic Development
- Susannah Doyle – Manager Tourism
- Chloe Powell – Tourism Development Officer
- Jess O'Brien-Church – Tourism Development Officer

Attachments
Nil

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12.2 REGIONAL COMMUNITY SPORTS INFRASTRUCTURE FUND

File No: 2024/164

Sally Rice - Director Community & Economic
Development

Community & Economic Development

For Decision

RECOMMENDATION

That Council:

1. Endorses an application for the following project to Sport and Recreation Victoria's Regional Community Sports Infrastructure Fund:
 - Yackandandah Netball Club change rooms upgrade; and
2. Notes that pending a successful application outcome Councils financial contribution in future budgets will be:
 - \$225,000 - Yackandandah Netball Club change rooms upgrade.

PURPOSE OF REPORT

The Community Development team are working on an application for the current round of Sport and Recreation Victoria's (SRV) Regional Community Sports Infrastructure Fund (RCSIF). This report provides an overview of the RCSIF and details of the project recommended for a funding application.

BACKGROUND

The Regional Community Sports Infrastructure Fund (RCSIF) is a new Victorian Government investment program, open to Victorian rural and regional Local Government Authorities and Alpine Resorts Victoria only.

Made possible by funds originally allocated to the Regional Victoria Commonwealth Games, the fund will likely be short term in nature and won't replace any of the existing SRV grant programs i.e. Local Sports Infrastructure Fund, Country Football and Netball Program and Community Cricket Program.

The RCSIF offers strong maximum grant amounts and favourable funding ratios not seen in previous grants programs.

Delivered over two rounds the fund aims to deliver new and upgraded community sports infrastructure across the following 4 streams:

Stream	Number of Applications	Maximum grant	Ratio
Indoor Stadiums and Aquatic Facilities	One application per LGA for a single project	Up to \$3 million	3:1
Community Facilities	Unlimited applications seeking a total of up to \$1 million per LGA	Up to \$1 million	4:1

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Stream	Number of Applications	Maximum grant	Ratio
Women and Girls Facilities	Unlimited applications seeking a total of up to \$1 million per LGA	Up to \$1 million	4:1
All abilities infrastructure	Unlimited applications seeking a total of up to \$1 million per LGA	Up to \$1 million	4:1

Applications for Round 1 of the RCSIF opened on December 2023 and close 27 March 2024.

Applications for Round 2 of the RCSIF are proposed to open in November 2024 and close in March 2025. Maximum grant amounts and funding ratios have not been confirmed for Round 2 and may differ from Round 1.

DISCUSSION

Indigo Shire Councils Infrastructure Assessment Tool (IAT) is used by Council Officers to assess the merit and feasibility of community sport and recreation infrastructure projects across 9 scoring categories.

Informed by the IAT against the available funding streams, the following project is recommended for an application in Round 1:

Stream	Project	Total Project Cost	Contributions	IAT rating
Women and Girls Facilities	Yackandandah Netball Club change rooms	\$1.25 million	SRV: \$1,000,000 ISC: \$225,000 Club: \$25,000	4 of 64

Additional details about the recommended project is provided below:

1. Yackandandah Netball Club change rooms upgrade

- DEECA owned and managed site;
- Recipient of a Sport and Recreation Victoria Planning Grant in 2022 to prepare a preliminary design package;
- Scope: Upgrade of the Netball change rooms to Netball Victoria preferred facility guidelines;
- Designs supported by State Sporting Association, Netball Victoria
- Existing facilities, retro fitted public toilet, are of a poor standard and don't meet preferred facility guidelines.

Options

- Capitalise on the strong maximum grant amounts offered through the RCSIF and apply for the recommended project noting that these funding conditions are unlikely to be repeated. This option is recommended.
- Submit alternative project applications that have not been recommended in this report. This option is not recommended.

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- Don't submit applications. Therefore, the community facility will not be progressed at this stage. This option is not recommended.

STRATEGIC CONTEXT

COUNCIL PLAN 2021 – 2025	
Theme	1. Communities
Strategic Objective	1.1 Our community members have access to support services to help them achieve and sustain physical and emotional health and wellbeing.
Strategic Action	1.1.3 Progress the key priorities of the Active Indigo Plan

SOCIAL/COMMUNITY IMPLICATIONS

Recreation reserves are vital to the liveability and sustainability of regional communities. They are places where residents of all ages and abilities can come together to be more physically and socially active in their community. Providing facilities that are safe, compliant, comfortable and accessible enhances the experience for users and creates community pride.

ENVIRONMENTAL IMPLICATIONS

Environment and sustainability reports are mandatory application supporting documents. These reports ensure that environmental and sustainability considerations i.e. tree protection zone, native vegetation removal, energy consumption etc are considered in project scoping.

FINANCIAL IMPLICATIONS

Project	Total Cost	Project	SRV Grant	Club contribution	ISC contribution
Yackandandah Netball Club change rooms	\$1.25 million		\$1,000,000	\$25,000	\$225,000

Details of expenditure and staging are to be confirmed and may be reflective of approximately \$75,000 in the 2024/2025 Financial Year and the balance in the 2025/2026 Financial Year.

RISK & OPPORTUNITY MANAGEMENT

Description	Likelihood	Consequence	Final Risk Rating	Controls, treatments
Disappointment from other clubs who have projects requiring funding	Possible	Minor	Low	Honest and timely communication to club regarding the status of their project.
Unsuccessful grant applications	Possible	Minor	Low	Thorough grant applications submitted. Feedback requested from grants program to strengthen future applications.

COMMUNITY ENGAGEMENTEngagement undertaken

Council Officers have been working with the Yackandandah Football and Netball Club on designing this project since mid-2023.

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Engagement outcomes

Detailed designs and costings have been prepared along with a QS reports. The project has in principle support from the committee, user groups, members, state sporting associations and Sport and Recreation Victoria.

Engagement proposed

Pending a successful grant application a project control group will be established comprising representatives from Council, Sport and Recreation Victoria, user groups and committees to ensure community needs are realised.

CONCLUSION

The RCSIF is a rare opportunity for Council to leverage significant State Government funding to deliver strategic infrastructure upgrades that will benefit the Yackandandah community. The recommended project has scored highly through the IAT, is supported by the State Sporting Association and the user groups can justify the upgrades through strong current participation and projected participation levels.

DECLARATION OF CONFLICT OF INTEREST

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

- Sally Rice – Director Community and Economic Development
- Mark De Campo – Community Development Coordinator

Attachments

Nil

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13. INFRASTRUCTURE SERVICES

13.1 EXPRESSIONS OF INTEREST FOR OCCUPANCY OF BEECHWORTH PLATELAYERS COTTAGE AND FORMER BEECHWORTH RAILWAY STATION

File No: 2024/215

Adam Kimball - Manager Assets & Property

Infrastructure Services

For Decision

RECOMMENDATION

That Council:

1. Supports an Expressions of Interest being advertised for occupancy of the Beechworth Platelayers Cottage in Harper Avenue and the former Beechworth Railway Station, each for a maximum term of 5 years;
2. Notes that the preference is for community use and endorses the assessment criteria set out in this report for the expression of interest processes; and
3. Notes that decisions on the leases will be made under delegation by the CEO and Directors.

PURPOSE OF REPORT

Indigo Shire Council is the appointed Manager by the Department of Energy, Environment and Climate Action (DEECA) for Allotment 4 Sec W2 Township in Beechworth which is crown land. Both the Platelayers Cottage and the Railway Station buildings are on this parcel.

Council currently leases the former Railway Station Building to **Indigo University of the Third Age Incorporated (Indigo U3A Inc)**. The lease commenced in 2022 and is due to expire on 31 March 2024 and a new short term lease will be offered to extend Indigo U3A Inc's occupancy to later in 2024.

After extensive restoration works led by efforts from the Beechworth Lions Club the former Platelayers Cottage is now complete and ready for occupancy.

The purpose of this report is to seek Council's endorsement to commence an EOI process for the future use of both buildings and to establish the assessment criteria.

BACKGROUND

Former Railway Station Building

In November 2017 Council undertook an EOI campaign for a lease of up to 3 years for the former Beechworth Railway Station Building. Following this campaign 4 submissions were received and after assessment, Council awarded a lease of one year with two further terms of one year each to Beechworth Food Coop as lead tenant and Indigo U3A Inc and Beechworth Yoga as sub tenants at a rental of \$6240.00 pa.

Normally, for any commercial tenants a full commercial rental would be charged, and for community groups peppercorn rental is typically offered. The rental for the Food Coop lease was set at a "semi commercial rate" reflecting that the Food Coop was a commercial entity but operated as a not-for-profit organisation.

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On expiry of the 3 terms, Beechworth Food Coop gave notice of their intention to vacate the premises. Subsequently, Indigo U3A Inc was granted a one-year lease with an option of one year for the entire building at a peppercorn rental, but without having to go through a new EOI process.

Indigo U3A Inc is responsible for payment of utilities and receives an Asset Maintenance Grant to assist with maintenance costs.

Indigo U3A recently wrote to Council seeking a new 5-year lease.

As there was no public process for the granting of a lease with U3A as lead tenant, it is suggested that Council undertakes a public process to enable the building to continue to be leased but offering the wider community the opportunity to also be considered for this space.

Platelayers Cottage

In October 2019 Council supported the Beechworth Lion's Club in obtaining grant funding for the restoration of the Beechworth Platelayers Cottage. Council provided further financial assistance to enable this restoration to be delivered to completion.

It was made clear to the Lions Club from the outset that its role in helping restore the building would not guarantee it occupancy of the building once it was habitable. The Club fully understands this and is looking forward to the EOI process to enable it to put in a submission.

DISCUSSION

It is not a statutory requirement that a public Expression of Interest process be carried out. But it is considered to be good practice to provide opportunities as they arise to the wider public. The current occupants of the former Railway Station have not been through this process and whilst they have been very good tenants it is considered appropriate that a public EOI process is conducted.

The Platelayers Cottage has not been occupied in recent times and is now ready for occupation.

In order to maximise the benefit to the Community it is proposed to inquire of each Applicant if they would be willing to consider a "Co-Tenancy" with other interested Applicants.

It is suggested that the preferred use of the buildings would be for community groups, but this would not prevent commercial entities from expressing an interest.

For the purpose of assessing applications, it is suggested that the following assessment criteria be endorsed:

Mandatory Requirements

1. Any proposed use would need to be in accordance with the purpose of the crown land reservation and Council's Planning Scheme. The land is zoned PPRZ (Public Park & Recreation Zone).

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2. All outgoings such as utilities, garbage charges, contents insurance and minor maintenance costs to be met in full by the tenants. Note that Council insures the building, and is responsible for major maintenance and renewal works.

Rental is recommended to be set at a peppercorn value for “community use” and at market value (established through an independent process) for interested commercial tenants. In the event that more than one group or individual share the space, suitable arrangements will need to be put in place to ensure that costs to cover outgoings can be simply and fairly apportioned.

Assessment Criteria

3. Type of Use & Community Benefit
Applicants will be required to describe their proposed use for the building, or part of the building, and how that use will benefit the community. Applications will be assessed against how they will benefit the community, address a service gap, complement the youth, recreation or rail trail use of the precinct or provide an economic benefit. Weighting (40%)
4. Enhanced use of the Facility
Proposals that contribute to optimising the use of the facility. Smaller groups or individuals will be given the opportunity, following the initial expression of interest, to contact other interested parties for this purpose. Weighting (60%)

Options

The option to an Expression of Interest Campaign would be for Council to negotiate a new lease with Indigo U3A Inc in the case of the former Beechworth Railway Station as the sitting tenant and advertise our intention for a period of 30 days to enter into a new lease unless there are any objections.

In the case of the Platelayers Cottage a lease could be negotiated with Beechworth Lions Club Inc who have undertaken all of the work for a lease and then advertise our intention for a period of 30 days to enter into this lease unless there are any objections.

In both of the above cases should there be objections a public expression of interest campaign would be required before a Council decision is made. By going straight to a public campaign, the potential time delay is removed.

STRATEGIC CONTEXT

COUNCIL PLAN 2021 – 2025	
Theme	2. Liveability
Strategic Objective	2.3 Our infrastructure is renewed using sound asset management practices and expanded to meet the changing needs of our communities and the impact of climate change.
Strategic Action	2.3.2 Support the use of Council owned facilities, including Senior Citizen Centres, for a broad range of community activities, and opportunities for intergenerational events

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The conducting of an Expression of Interest campaign for the occupation of both the former Beechworth Railway Station and Beechworth Platelayers Cottage will encourage the use of Council owned facilities to offer a broad range of activities and opportunities.

SOCIAL/COMMUNITY IMPLICATIONS

It will be a condition of occupancy of these buildings that there is a benefit to the Community. The assessment criteria will be weighted to reflect this.

ENVIRONMENTAL IMPLICATIONS

It would be a requirement of any occupancy that the Occupant signs up for renewable energy. This can be accommodated by accessing Council's Power Purchase Agreement.

FINANCIAL IMPLICATIONS

It is assumed that a peppercorn rental would apply to any Community Group that is successful and that outgoings and minor maintenance costs would be met by the Occupant. The only financial consideration would be the decision between a commercial and non-commercial occupants.

LEGISLATIVE IMPLICATIONS

Sections 115 and 116 of the Local Government Act 2020 set out the requirements relating to Leasing of Land.

Any new Leases would require the consent of DEECA and would be Crown Leases.

RISK & OPPORTUNITY MANAGEMENT

Description	Likelihood	Consequence	Final Risk Rating	Controls, treatments
An applicant in unsuccessful in their application for either of the facilities and this is received negatively by the community.	Possible	Minor	Low	The conducting of an open and fair process gives everyone the opportunity to submit an Expression of Interest

COMMUNITY ENGAGEMENT

Engagement proposed

The Expression of Interest process would be a public campaign providing Community Groups and other members of the public the opportunity to express an interest in occupying two of Council's buildings within Beechworth.

CONCLUSION

The conducting of expression of interest campaigns for the former Beechworth Railway Station and Beechworth Platelayers Cottage will enable Council to offer a public opportunity for groups to occupy either of these buildings.

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It is recommended that these campaigns be run separately but concurrently.

The inclusion of the assessment criteria identified above and the weighting therein will ensure that the occupancy of these two Buildings will provide the maximum benefit to the Community.

It is therefore recommended that a public expression of interest campaign be conducted for the leasing of these two properties for a maximum term of 5 years.

DECLARATION OF CONFLICT OF INTEREST

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

- Ian Ellett – Director Infrastructure Services
- Adam Kimball – Manager Assets & Property
- Darryn Arnold – Building & Property Officer

Attachments

Nil

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13.2 RUTHERGLEN CARAVAN PARK - PROPOSED LEASE

File No: 2024/133

Adam Kimball - Manager Assets & Property

Infrastructure Services

For Decision

RECOMMENDATION

That Council:

1. endorses its intention to negotiate a lease for the Rutherglen Caravan Park with the following terms:
 - a) A 21-year lease term with a suitably experienced Caravan Park operator;
 - b) The annual rental amount payable will be based on a percentage of the Caravan Park's annual turnover (amount to be determined by a competitive EOI process);
 - c) The lessee will be required to invest into developing the park in line with the adopted Masterplan; and
 - d) Council will similarly be required to commit to funding its share of upgrades required in the Masterplan;
2. notes that a Public Notice advising of the proposed lease arrangements be placed and that submission be received for period of 14 days in accordance with Council's Community Engagement Policy; and
3. notes that a further report will be presented to Council at a future meeting for a final decision in relation to the proposed Lease.

PURPOSE OF REPORT

The purpose of this report is for Council to endorse the terms of a proposed lease for the Rutherglen Caravan Park and to note that a public notice is required to be placed advising of the proposed lease before any final decision is made.

BACKGROUND

Indigo Shire is currently the land manager for 4 Crown Land caravan parks that are situated in Rutherglen, Yackandandah, Beechworth and Chiltern.

The Rutherglen Caravan Park lease is due to expire on 30 June 2024. An Expression of Interest (EOI) process to appoint a new lessee has been initiated by council officers as per Department of Energy Environment and Climate Action (DEECA) guidelines.

On 13 December 2022, Council adopted the Caravan Park Masterplan which included a 10-year aspirational plan and identified opportunities and options for the management, infrastructure, investment and economic/tourism for each of the parks.

DISCUSSION

As a part of the competitive EOI process, applicants have been asked to nominate a percentage of the annual turnover they propose to pay as rent for the lease, and the proposed investment to develop the park in accordance with the Masterplan required by both the park operator and Council.

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STRATEGIC CONTEXT

COUNCIL PLAN 2021 – 2025	
Theme	3. Prosperity
Strategic Objective	3.2 Tourism is a major economic driver, critical to the long term sustainability of the Shire and leading the way in the post COVID-19 recovery phase and beyond
Strategic Action	3.2.4 Develop and implement the Caravan Park Masterplan

SOCIAL/COMMUNITY IMPLICATIONS

A focus of the EOI process is to attract an operator that will work with local businesses, the tourism sector and local community to maximise the benefits to the local economy.

FINANCIAL IMPLICATIONS

The Masterplan aligns with Council's economic and visitor economy goals, optimising assets for long-term returns and maximising contributions to the local economy. This strategic approach ensures financial benefits for the Council and supports sustainable park management.

LEGISLATIVE IMPLICATIONS

Terms of the lease will be checked by Legal representatives of both parties and submitted to DEECA for their approval before being signed.

RISK & OPPORTUNITY MANAGEMENT

Description	Likelihood	Consequence	Final Risk Rating	Controls, treatments
Inability to secure a lessee for the Park	Unlikely	Moderate	Medium	Conduct an EOI process and enter into a 21-year lease with a commercial operator to manage the park.
This is a significant opportunity to see investment in the Rutherglen Caravan Park and to boost economic benefits				

COMMUNITY ENGAGEMENT

Engagement undertaken

The process in developing the Caravan Park Masterplans involved significant community engagement. Through this process, residents, stakeholders, and interested parties were provided with a platform to voice their opinions, concerns, and ideas, ensuring a comprehensive understanding of the diverse needs of the community.

Engagement proposed

Prior to presenting the caravan park lease for Council's approval, a public notice is required to be placed informing the community of the intention to enter into a new lease. In accordance with Council's community engagement policy, submission's will be received a period of 14 days before a further report is presented to Council.

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CONCLUSION

It is recommended that Council endorse the terms of a proposed lease and notice that a public notice will be placed in relation to a lease for the Rutherglen Caravan Park.

DECLARATION OF CONFLICT OF INTEREST

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

- Ian Ellett – Director Infrastructure Services
- Adam Kimball – Manager Assets and Property

Attachments

Nil

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13.3 FEBRUARY CAPITAL WORKS REPORT

File No: 2024/152

Nathan Mullane - Manager Capital Works &
Waste

Infrastructure Services

For Decision

RECOMMENDATION

That Council notes the February Capital Works Report and year to date progress in the delivery of the Capital Works Program

PURPOSE OF THIS REPORT

The purpose of this report is to update Council about progress of the 2023/24 capital works program and to provide details on some individual projects.

At the June Council meeting, Council adopted the 2023/2024 annual budget and capital works program which included an allocation of \$19.931 million total budget (\$17.732m Capital, \$2.199m Non-ISC).

	Budgeted Expenditure			Budgeted Income		
	Capital	Non-ISC	Combined	Capital	Non-ISC	Combined
2023/24 Adopted Budget	17,732,000	2,199,000	19,931,700	(8,940,000)	(584,000)	(9,524,000)

	YTD Expenditure (Feb)			YTD Income (Feb)		
	Capital	Non-ISC	Combined	Capital	Non-ISC	Combined
February YTD Actuals	5,986,568	986,088	6,972,655	(2,476,302)	(950,467)	(3,426,769)

DISCUSSION

Details of individual project year-to-date expenditure and income are included in the February Capital Works Monitor which is attached to the 2023/24 Quarter 2 Financial Forecast, appearing in the agenda at Item 11.1.

Capital Works activities of note for this period

Beechworth to Yackandandah Rail Trail

Works are nearing completion on this significant project. A shared road treatment is currently being trialled on Kibell Lane, with line markings and signage installed for an on road trail. Full trail signage has also been installed along the previously completed sections. February YTD expenditure is currently at \$472,207, following \$72,311 for February.

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Rutherglen Loops (Wine Walk Cycle Trail)

Construction works have been completed on the concrete shared path around Rutherglen, with the path completed along Murray Street. February YTD expenditure is currently at \$930,684, following \$216,189 for February.

Urban Drainage Improvements

Drainage upgrade works have been occurring across the shire with projects completed in Beechworth and Rutherglen this month. February YTD expenditure is currently at \$208,116, following \$64,364 for February.

Rutherglen Skatepark

Construction activities are nearing completion with the upgrades to the Rutherglen Skatepark. The contractor has made great progress with the concreting works, with just the installation of a shelter and path, and final landscaping to be finished off. The second round of the north east skate series was held in Rutherglen on 16th March. February YTD expenditure is currently at \$110,453, following \$100,891 for February.

Kergunyah Hall Upgrade

The redevelopment works on the hall are well advanced. The contractor has completed the extension, along with the external walling and roofing. New flooring has been installed, ahead of the finishing touches for full fit out of the kitchen, and internal and external painting. February YTD expenditure is currently at \$229,403.

Barnawartha Netball and Tennis Courts

The Contractor has made significant progress with the works on the redevelopment of the Barnawartha Netball and Tennis Courts. The majority of the significant construction activities are now complete, with the contract likely to be completed in coming weeks. February YTD expenditure is currently at \$699,506.

STRATEGIC CONTEXT

COUNCIL PLAN 2021 – 2025	
Theme	2. Liveability
Strategic Objective	2.2 Our built environment, streetscapes, facilities, amenities and open spaces are safe, inviting, attractive, well maintained, contributing to a sustainable sense of place and pride.

There is no specific reference in the Council Plan about the broader capital works program, however many of the individual projects and programs are referred to specifically in the Council Plan.

SOCIAL/COMMUNITY IMPLICATIONS

Capital works projects often have a direct positive impact on the community. Project staff engage closely with the community and stakeholders to identify the project scope and ensure expectations align with deliverables.

ENVIRONMENTAL IMPLICATIONS

Project staff continue to consider potential environmental impact in all aspects of their works and to adopted works practices to minimise the impact.

COUNCIL MEETING AGENDA - 26 MARCH 2024

Each discrete project's environmental impact is assessed by project officers during the planning and implementation of the project. When required an Environmental Management Plan (EMP) is developed to control and minimise the potential impact.

FINANCIAL IMPLICATIONS

Details of expenditure and income are set out in the Finance Report.

This report details the progress of key elements of the capital works program.

LEGISLATIVE IMPLICATIONS

Council is required to responsibly manage and report on the budget quarterly including capital works.

The procurement requirements of the Local Government Act and Council's Procurement Policy are adhered to with all expenditure.

RISK & OPPORTUNITY MANAGEMENT

Every project has unique risks and opportunities. Risk management is conducted at the project level and is embedded as part of the project delivery methodology.

COMMUNITY ENGAGEMENT

Community and other stakeholder engagement is done on a project level and varies according to the project deliverables and impacts on the community.

CONCLUSION

The 2023/24 Capital Works program is well advanced. A number of projects are nearing completion, with many others now underway, and making good progress.

DECLARATION OF CONFLICT OF INTEREST

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

- Ian Ellett – Director Infrastructure Services
- Nathan Mullane –Manager Capital Works & Waste

Attachments

Nil

COUNCIL MEETING AGENDA - 26 MARCH 2024

14. EXECUTIVE MANAGEMENT

14.1 RISK APPETITE STATEMENT

File No: 2024/184

Carla Hanlon - Executive Manager People & Governance

Executive Management

For Decision

RECOMMENDATION

That Council adopts the Risk Appetite Statement.

PURPOSE OF REPORT

To present the Risk Appetite Statement (as a Policy) as a supporting document to the Risk Management Policy. The Risk Appetite Statement has been revised to align with the format recommended by our internal auditors when they last audited the Risk Management Framework.

BACKGROUND

When the Risk Management Policy (the Policy) was revised in February 2023 the Risk Appetite Statement, Risk Rating Matrix and Likelihood and Consequence descriptions were removed.

When the Policy was revised a commitment was made to Councillors that a separate Risk Appetite Statement would be tabled for endorsement (with supporting documentation) at a Council Briefing.

When presented for endorsement, Councillors requested that the Risk Appetite Statement become a Policy document for adoption by Council.

DISCUSSION

Risk Appetite is defined as *“The amount and type of risk that Council is willing to take in relation to achieving objectives. It can also be described as an organisation’s risk capacity, or the maximum amount of risk it will accept after controls and other measures have been put in place.”*

The Risk Appetite Statement, as attached, recognises that risks are uncertain and can have a negative impact, i.e. be a threat, or a positive impact, i.e. be an opportunity.

The Risk Appetite Statement is intended to guide decision making when determining which risks should be prioritised for treatment and therefore has been presented as a relatively simple and easy to understand graphic.

The Risk Appetite Statement is not intended to guide what reporting and monitoring will be done for risks as this is determined by the acceptability and current risk rating of a risk.

Future review of the Risk Appetite Statement

It is expected that as risk management maturity increases within Council the Risk Appetite Statement will become a more comprehensive document.

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STRATEGIC CONTEXT

COUNCIL PLAN 2021 – 2025	
Theme	5. Accountability
Strategic Objective	5.1 Our financial management is sound, responsible and effective.
Strategic Action	5.1.4 Maintain sound financial practices by completing the Annual Financial Statements and receive audit clearance by the legislated timeframe each year

The proposed Risk Appetite Statement will enable positive steps towards achieving aspects of Strategic Action 5.5.3.

SOCIAL/COMMUNITY IMPLICATIONS

The proposed Risk Appetite Statement is intended to enable the community to understand the stance of Council in relation to key risk areas. It will also assist Council staff when making decisions that impact on the community.

ENVIRONMENTAL IMPLICATIONS

The proposed Risk Appetite Statement is intended to enable the community to understand the stance of Council in relation to environmental risks. It will also assist Council staff when making decisions that impact on the environment.

FINANCIAL IMPLICATIONS

The proposed Risk Appetite Statement is intended to enable the community to understand the stance of Council in relation to financial risks. It will also assist Council staff when making decisions that have financial implications.

LEGISLATIVE IMPLICATIONS

The proposed Risk Management Framework supports the requirements of the *Local Government Act 2020* in the management of risk, and the Act's overarching governance principles.

The proposed Risk Appetite Statement is intended to enable the community to understand the stance of Council in relation to legislative risks. It will also assist Council staff when making decisions that have legislative implications.

RISK & OPPORTUNITY MANAGEMENT

Description	Likelihood	Consequence	Final Risk Rating	Controls, treatments
Risk Appetite Statement is too simple and doesn't provide enough guidance for decision making	Unlikely	Minor	Low	<ul style="list-style-type: none"> • Risk acceptability in Risk Management Policy • Risk Management Framework including risk management process and risk reporting • Risk Management Training

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Description	Likelihood	Consequence	Final Risk Rating	Controls, treatments
Setting unachievable expectations in relation to acceptability of risks	Possible	Minor	Medium	<ul style="list-style-type: none"> • Risk Management Framework including risk management process and risk reporting • Risk management process allows for multiple decision-making points on how to prioritise the treatment of risks

CONCLUSION

The Risk Appetite Statement provides Council with an opportunity to set expectations on how different types of risks will be managed.

DECLARATION OF CONFLICT OF INTEREST

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

- Carla Hanlon – Executive Manager People and Governance
- Nicky Jarvis – People, Culture and Risk Coordinator
- Sarie Los – Risk and Safety Advisor

Attachments

1.   Risk Appetite Statement - DRAFT 2024

COUNCIL MEETING AGENDA - 26 MARCH 2024

14.2 PRIVACY POLICY REVIEW 2024

File No: 2024/159

Carla Hanlon - Executive Manager People & Governance

Executive Management

For Decision

RECOMMENDATION

1. That Council endorses the draft Privacy Policy for public exhibition for a period of 30 days, from 27 March to 26 April 2024;
2. If no submissions are received during the public exhibition period, the policy is adopted from 27 April 2024; and
3. If submissions are received during consultation, the policy is to be brought to a future Council meeting for adoption.

PURPOSE OF REPORT

The report presents the proposed reviewed Privacy Policy (the Policy) for endorsement for public exhibition.

BACKGROUND

The *Privacy and Data Protection Act 2014* (the PDP Act) requires that all organisations within the Victorian Public Sector, including councils, collect, disseminate and use any personal information in accordance with a set of prescribed Information Privacy Principles (IPPs). The IPPs describe how personal and sensitive information is to be managed, and are organised as follows:

IPP1 – Collection
IPP2 – Use and Disclosure
IPP3 – Data Quality
IPP4 – Data Security
IPP5 – Openness
IPP6 - Access and Correction
IPP7 - Unique Identifiers
IPP8 – Anonymity
IPP9 – Trans-border Data Flows
IPP10 – Sensitive Information
IPPs 10 and 11 – Health Records Act

The Policy guides and support the management of personal and health information collected by Council with regard to its obligations under all relevant legislation.

The policy includes a version control table as recommended by the Local Government Inspectorate during a review of Governance policies for all Victorian councils. EMT are asked to consider whether this table can be inserted in the policy template and included in all policies.

The Policy is due to be reviewed and re-adopted by May 2024.

COUNCIL MEETING AGENDA - 26 MARCH 2024

The timeline for the Policy review is:

Public exhibition opens: 27 March 2024

Public exhibition closes: 26 April 2024

If no submissions received during public exhibition, policy is adopted on 27 April 2024.

If public submissions are received, they will be considered and the policy will return to Council for adoption to the 25 June 2024 meeting.

DISCUSSION

The Policy has been reviewed against the guidance provided by the Office of the Victorian Information Commissioner (OVIC) on implementing the IPPs, and other council's Privacy Policies.

When the policy review is complete, its release will be accompanied by staff and Councillor training as part of the Integrity Program delivered by the Governance Team. As a matter of best practice, OVIC suggests organisations schedule a review of their privacy policies at least once every 12 months. However, with resourcing constraints, it is reasonable to review every two years to coincide with further training provided to all staff at this interval.

The proposed reviewed Policy is attached. The table of changes below summarises the changes:

Table of changes

Section	Change	Comments
Scope	Added volunteers	Council volunteers are obliged to work within privacy legislation.
Policy Statement	Moved last paragraph to start of section	Better at start as it is a strong statement on Council's commitment to privacy
Privacy Officer	Changed role title from Senior Governance Advisor to Governance Coordinator	Due to change in role title.
IPP1	Add examples of times when and purposes for the collection of information by Council	Puts examples in plain English to communicate more directly and clearly to the reader of the policy
IPP2	Added circumstances when Council may disclose info to other parties	To assist officers to comply, and to make explicit to the public.
IPP4	Added reference to the Public Records Act Vic and PROV retention /disposal authorities	Council must comply with these obligations when retaining/destroying info/records.
IPP6	Re-worded section to improve expression.	It is important that the public and officers understand that a request to access and amend a record must be taken as a FOI request. No charge applies. Included reference to FOI information on Council's website.

COUNCIL MEETING AGENDA - 26 MARCH 2024

Section	Change	Comments
IPP8	Added sentences about anonymity and how this can limit Council performing it's functions and, in this circumstance Council does not have to take further action to resolve the matter.	Important to advise the public that waiving anonymity can have some impact on services in some circumstances.
IPP9	Re-wrote section to acknowledge and detail the impact of new technologies and how this impacts trans-border data flows.	Modernises the policy. Commits Council to transferring data out Victoria only within obligations under Victorian law, and that contractual arrangements and hosts are subject to the same obligations.
Complaints	Improved formatting on where to send complaints to at Council	Improves readability
Complaints	Added OVIC's contact details and how to make a complaint with them.	Promotes a person's right to make a complaint to external agency if not satisfied with Council's response to their complaint.
Related Policies	Added 3 new/updated information management directives.	
Definitions – personal information	Added examples of the types of information which are personal	This demonstrates what personal information actually is.
Definitions – sensitive information	Added a few words to keep definition consistent with the Act	
Definitions – health Information	Moved section to after personal and sensitive information sections	Personal and sensitive information are the more common types of information readers would seek definition on.
Version Control	Section existed in previous policy, this has been updated to add section for summary of changes	The LG inspectorate have recommended that councils include a version control table including a summary of changes. Table has been updated to reflect this.

Options

Councillors may choose to not endorse the attached draft policy for public exhibition, however adoption of the attached reviewed document is recommended as it meets legislative requirements and has improved readability on the previous version.

STRATEGIC CONTEXT

COUNCIL PLAN 2021 – 2025	
Theme	5. Accountability
Strategic Objective	5.5 Our Councillors and organisation are committed to the highest level of governance practices and conduct.
Strategic Action	5.5.1 Develop and deliver an ongoing internal Integrity Program to ensure both staff and Councillors are aware of and carrying out their responsibilities with the highest levels of governance

COUNCIL MEETING AGENDA - 26 MARCH 2024

The draft Policy supports the:

- Information Management CEO Directives
- Transparency Policy

SOCIAL/COMMUNITY IMPLICATIONS

A sound Privacy Policy gives comfort to members of the community that their information will be treated with respect and in consideration of their rights under the PDP Act.

ENVIRONMENTAL IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

LEGISLATIVE IMPLICATIONS

The Policy supports Council in meeting its obligations under the PDP Act, the FOI Act, and the *Local Government Act 2020*.

RISK & OPPORTUNITY MANAGEMENT

Description	Likelihood	Consequence	Final Risk Rating	Controls, treatments
The Privacy policy does not appropriately address the IPPs, leading to privacy breaches	1. Possible	Moderate	Medium	The Privacy Policy is structured around the IPPs and informed by the guidance notes and commentary from OVIC
Officers do not adequately understand and apply the policy, resulting in privacy breaches	Likely	Moderate		Privacy training will be provided to all staff every two years, and as part of induction for all new staff and Councillors.

COMMUNITY ENGAGEMENT

Engagement proposed

The draft Policy will be exhibited on Council's website for 30 days between 27 March and 26 April 2024.

If submissions are received during exhibition, these will be considered and the policy will be brought to a future Council meeting for adoption.

CONCLUSION

The thorough review of the policy by staff, Councillors and community will enable it to best meet the requirements of the Act in a way which is workable for Council and provides reassurance to the community that people's information is managed appropriately.

COUNCIL MEETING AGENDA - 26 MARCH 2024

DECLARATION OF CONFLICT OF INTEREST

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

- Carla Hanlon - Executive Manager People & Culture
- Annabel Harding – Governance Coordinator

Attachments

1. [Download](#)  Draft Privacy Policy 2024

COUNCIL MEETING AGENDA - 26 MARCH 2024

14.3 ADVISORY COMMITTEE MINUTES

File No: 2024/155

Carla Hanlon - Executive Manager People & Governance

Executive Management

For Decision

RECOMMENDATION

That Council receives the attached unconfirmed meeting minutes for the following Advisory Committee:

- a) Indigo Environment Advisory Committee
- b) Indigo Community Access Committee

PURPOSE OF REPORT

The report provides the minutes, recommendations and accompanying officer comments from Council's advisory committees for Council noting and endorsement of Management Recommended Actions.

BACKGROUND

Council currently has seven advisory committees. The role of an advisory committee is to provide information and advice on issues relating to the committee's specific area of expertise (i.e., the Environment Committee provides advice on environmental issues).

Each advisory committee meets regularly (the frequency of which depends on the committee) and records minutes and resolutions for Council decision. Each resolution reported to this month's meeting is highlighted in the table below and has an accompanying officer comment.

DISCUSSION

COMMITTEE	DATE OF MEETING	RECOMMENDATION	MANAGEMENT RECOMMENDED ACTION
Indigo Environment Advisory Committee	7 February 2024	Nil	
Indigo Community Access Committee	26 February 2024	Nil	

Note: Minutes of Advisory Committee meetings may not be available at the time the agenda is published. Any Minutes not included will be reported in the following month.

COUNCIL MEETING AGENDA - 26 MARCH 2024

STRATEGIC CONTEXT

COUNCIL PLAN 2021 – 2025	
Theme	5. Accountability
Strategic Objective	5.5 Our Councillors and organisation are committed to the highest level of governance practices and conduct.

The provision of advisory committee minutes and resolutions to Council at the monthly meeting ensures that Council considers the advice of the committees. This allows transparent decision-making and highest level of governance practices and conduct.

FINANCIAL IMPLICATIONS

There are no financial implications with this report.

LEGISLATIVE IMPLICATIONS

Council's advisory committees are established by Council but do not have any delegated decision-making powers. Instead, they work under terms of reference and provide advice to Council. The advice occurs in a variety of forms, including advice to relevant Council departments, as well as advice contained within resolutions that are reported to Council.

Some advisory committee meetings are open to the public and some are closed, however all minutes are reported to Council (apart from the Audit & Risk Committee - these meetings are held 'in camera' and the minutes are not available to the public – reporting to Council occurs as per the requirements under the *Local Government Act 2020*).

RISK & OPPORTUNITY MANAGEMENT

Description	Likelihood	Consequence	Final Risk Rating	Controls, treatments
That advisory committee minutes and recommendations are not duly reported to Council, and the utility and confidence of the committees are undermined.	1. Unlikely	Insignificant	Low	Governance team follow up with officer secretariats to ensure that all meetings are reported to Council as soon as practicable.

CONCLUSION

The advisory committee minutes included in this report are presented to Council for noting.

DECLARATION OF CONFLICT OF INTEREST

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

- Carla Hanlon - Executive Manager People and Governance
- Annabel Harding - Governance Coordinator
- Emma O'Donnell – Governance Officer

COUNCIL MEETING AGENDA - 26 MARCH 2024

Attachments

1. [!\[\]\(814a73969c3b06582bb228fcc0f84f38_img.jpg\) !\[\]\(a0338408441ea7ac5070de7f395c113e_img.jpg\)](#) Indigo Environment Advisory Committee - 07 February 2024
2. [!\[\]\(fb0a8e85882318957024e024fc7ed0f4_img.jpg\) !\[\]\(6794ae6f81dc12de2181c2fb2227f6dd_img.jpg\)](#) Indigo Community Access Committee - 26 February 2024

COUNCIL MEETING AGENDA - 26 MARCH 2024

14.4 INFORMAL MEETINGS OF COUNCILLORS RECORDS

File No: 2024/156

Carla Hanlon - Executive Manager People &
Governance

Executive Management

For Decision

RECOMMENDATION

That Council accepts the attached Informal Meetings of Councillors records.

This report tables the Informal Meetings of Councillors as required under Council's governance rules. Informal Meetings of Councillors Records are only required for meetings closed to the public.

PURPOSE OF REPORT

The report presents Informal Meetings of Councillors records to Council for recording in the minutes in accordance with Governance Rule 72(b)(iii).

BACKGROUND

Governance Rule 70 defines an Informal Meeting of Councillors as:

1. a meeting of an advisory committee of Council, if at least one Councillor is present, or
2. a planned or scheduled meeting of at least half the Councillors and one member of Council staff which considers matters that are intended or likely to be:
 - a. the subject of a decision of the Council; or
 - b. subject to the exercise of a function, duty or power of the Council that has been delegated to a person or a committee.

The Governance Rules specifically excludes the following meetings:

- Council Meetings
- Delegated Committee Meetings
- Community Asset Committee Meetings

Informal meetings of Councillors do not include meetings which are open to the public.

DISCUSSION

Under Governance Rule 72(b)(iii), the CEO is required to provide a summary of matters discussed at Informal meetings of Councillors, which is to be tabled at the next Scheduled Council meeting and is to be recorded in the minutes.

The attached Informal Meetings of Councillors records are presented to Council for acceptance as summarised in the following table.

COUNCIL MEETING AGENDA - 26 MARCH 2024

MEETING	DATE
Indigo Community Access Committee	26 February 2024
Finance Committee	20 February 2024
Council Briefing	20 February 2024
Council Briefing	13 February 2024
Planning Site Visit - Kerferd Road - Beechworth	13 February 2024
Planning Site Visit - 11 Albert Road - Beechworth	13 February 2024
Indigo Environment Advisory Committee	07 February 2024
Planning Site Visit - 1627 Murray Valley Highway - Huon	06 February 2024

NOTE:

The timing of the agenda distribution will sometimes make it difficult to provide a complete month. Please note that any items not included will carry forward to the following month.

STRATEGIC CONTEXT

COUNCIL PLAN 2021 – 2025	
Theme	5. Accountability
Strategic Objective	5.5 Our Councillors and organisation are committed to the highest level of governance practices and conduct.

An Informal Meeting of Councillors record is a mechanism for Councillors and officers to openly declare and report any conflicts that may have arisen during a defined informal meeting of Councillors. This demonstrates to Council and the community that the meetings are conducted with transparency and good governance.

FINANCIAL IMPLICATIONS

There are no financial implications with this report.

LEGISLATIVE IMPLICATIONS

Informal Meetings of Councillors are dealt with under the Governance Rules.

RISK & OPPORTUNITY MANAGEMENT

Description	Likelihood	Consequence	Final Risk Rating	Controls, treatments
That a defined Informal Meeting of Councillors is not reported to Council, and public confidence in transparency is undermined.	Likely	Insignificant	Medium	Regular reminders to officers about the requirement to report defined meetings. Follow up of missing records for known meetings.

CONCLUSION

The Informal Meetings of Councillors records attached to this report are a true and accurate record of all defined meetings reported since the last report to Council.









COUNCIL MEETING AGENDA - 26 MARCH 2024

DECLARATION OF CONFLICT OF INTEREST

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

- Carla Hanlon – Executive Manager People & Governance
- Annabel Harding - Governance Coordinator
- Emma O'Donnell – Governance Officer

Attachments

1. [!\[\]\(89b041003de1f45311bf5fe761ef2859_img.jpg\)](#)  Informal Meeting of Councillors - Indigo Community Access Committee - 26 February 2024
2. [!\[\]\(b168b530f157d88e5e8ecd11ab592f7f_img.jpg\)](#)  Informal Meeting of Councillors - Finance Committee - 20 February 2024
3. [!\[\]\(5b63ba8c2ab51a77ab3ed9db29a6bbdc_img.jpg\)](#)  Informal Meeting of Councillors - Council Briefing -20 February 2024
4. [!\[\]\(bec01a44f113b82880ac55da656ad035_img.jpg\)](#)  Informal Meeting of Councillors - Council Briefing -13 February 2024
5. [!\[\]\(b1d5cd2fa8a1eda2abc4a4b75920e5d5_img.jpg\)](#)  Informal Meeting of Councillors - Planning Site Visit - Kerferd Road - Beechworth - 13 February 2024
6. [!\[\]\(3bd6a8d40918d05b5dfb39aedb8dab96_img.jpg\)](#)  Informal Meeting of Councillors - Planning Site Visit - 11 Albert Road - Beechworth - 13 February 2024
7. [!\[\]\(bd167f25464fa4c857bf2f6e08ed9194_img.jpg\)](#)  Informal Meeting of Councillors - Indigo Environment Advisory Committee - 07 February 2024
8. [!\[\]\(823eb49dc00db5641b2f88440a00877d_img.jpg\)](#)  Informal Meeting of Councillors - Planning Site Visit -1627 Murray Valley Highway - Huon - 06 February 2024

COUNCIL MEETING AGENDA - 26 MARCH 2024

14.5 CONTRACTS AWARDED UNDER CHIEF EXECUTIVE OFFICER DELEGATION - FEBRUARY 2024

File No: 2024/161

Trevor Ierino - Chief Executive Officer

Executive Management

For Information

The following contract was awarded by the CEO under delegation, between the values \$250,000 and \$500,000, for the month of February 2024.

Date	Tenderer	Title	Project	Amount
07/02/2024	Excell Gray Bruni Pty Ltd	Construction of Rutherglen Loops Trail - Main Street West/Jacks Road	Rutherglen Loops Project	\$345,475.00 (ex GST)

STRATEGIC CONTEXT

COUNCIL PLAN 2021 – 2025	
Theme	5. Accountability
Strategic Objective	5.5 Our Councillors and organisation are committed to the highest level of governance practices and conduct.
Strategic Action	5.5.2 Develop and maintain a Governance Schedule to give Council and Community visibility of future legislative requirements

DECLARATION OF CONFLICT OF INTEREST

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

- Trevor Ierino – Chief Executive Officer
- Kathryn Baldock – Executive Assistant CEO & Councillors

Attachments

Nil

COUNCIL MEETING AGENDA - 26 MARCH 2024

15. NOTICES OF MOTION

Nil reports

COUNCIL MEETING AGENDA - 26 MARCH 2024

16. COUNCILLORS REPORT

16.1 MAYOR'S DIARY - FEBRUARY 2024

For Information

Mayor Price attended the following functions/events/meetings in February 2024.

DATE	TIME	FUNCTION / EVENT / MEETING	LOCATION
5 February	10.00am	Meeting with CEO	Beechworth
6 February	11.30am	Site Visit – 1627 Murray Valley Highway, Huon	Huon
6 February	2.00pm	Councillor Workshop – Good Governance and Culture	Beechworth
9 February	10.00am	Local Safety Committee Meeting	Beechworth
12 February	10.00am	Meeting with CEO	Beechworth
13 February	11.00am	Reconciliation Action Plan Working Group	Beechworth
13 February	12.30pm	Site Visit – 11 Albert Road, Beechworth	Beechworth
13 February	1.05pm	Site Visit – Lake Sambell, McConville Avenue, Beechworth	Beechworth
13 February	2.30pm	Council Briefing	Beechworth
16 February	10.00am	Meeting with Member of Victorian Men's Shed Association Board	Via phone
16 February	2.00pm	Rural Councils Victoria Committee Meeting	Online
19 February	10.00am	Meeting with CEO	Beechworth
20 February	2.30pm	Council Briefing	Beechworth
20 February	6.00pm	Finance Committee Meeting	Beechworth
22 February	11.00am	Goulburn Murray Climate Alliance Meeting	Online
26 February	10.00am	Meeting with CEO, Cr Gaffney and a Mungabareena Aboriginal Corporation representative	Beechworth
26 February	11.00am	Meeting with CEO	Beechworth
26 February	1.00pm	Indigo Community Access Committee Meeting	Rutherglen
27 February	2.00pm	Meeting with CEO, Executive Manager People & Governance and Consultant from Mediation Resolutions	Beechworth
27 February	4.00pm	Council Briefing	Beechworth
27 February	6.30pm	Council Meeting	Beechworth

Attachments

Nil

COUNCIL MEETING AGENDA - 26 MARCH 2024

17. DECISIONS REGISTER

17.1 DECISIONS REGISTER

File No: 2024/158

Trevor Ierino - Chief Executive Officer

Executive Management

For Information

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The report outlines actions from Council Resolutions as at 27 February 2024, including those not previously listed as completed, but not including resolutions to note a report.

Meeting date	Item	Name	Resolution	Status
27 June 2023	12.6	Federal Government Growing Regions Program Grant Fund Recommendations	That Council: 1. Supports a Tourism North East application for Indigo Shires <i>Rutherglen Silo Precinct and Community Arts Hub</i> project in the Federal Government Growing Regions Program funding round 2023/2024 (noting the required 90/10 cash co-contribution as per the eligibility criteria if successful) via submitting an Expression of Interest; and 2. Pending feedback on the Expression of Interest referred to in point 1 above, proceed with making a full application; and 3. Endorses a Council application for the <i>Chiltern Destination Playspace</i> project in the Federal Government Growing Regions Program funding round 2023/2024 (noting the required 90/10 cash co-contribution as per the eligibility criteria if successful) via submitting an Expression of Interest; and 4. Pending feedback on the Expression of Interest referred to in point 3 above, proceed with making a full application.	Part 1 completed Part 2 – Completed Tourism North East (TNE) received an invitation to submit a full application. TNE and Council staff worked together to prepare the full application which was submitted in December 2023. Parts 3 & 4 - revoked in July meeting
28 Nov 23	12.4	Closed Circuit Television (CCTV) - Indigo Shire	That Indigo Shire Council purchase two CCTV cameras in the 2024/2025 budget at a cost of no more than \$5,000 per camera. These cameras will be available	Not yet able to be implemented. Hold in register until

COUNCIL MEETING AGENDA - 26 MARCH 2024

Meeting date	Item	Name	Resolution	Status
			for installation by Victoria Police Local Area Command across the Shire to keep our communities safe.	24/25 Budget submitted to May 2024 Council meeting
27 Feb 2024	8	Confirmation of Minutes from Previous Meeting(s)	<p>That the following Minutes be confirmed:</p> <ol style="list-style-type: none"> Minutes of the Council Meeting held on 12 December 2023, as published on Council's website; and Confidential Minutes of the Council Meeting held on 12 December 2023, as provided to Councillors under separate cover. 	Completed
27 Feb 2024	10.1	Petition - Wahgunyah Footpath	<p>That Council:</p> <ol style="list-style-type: none"> Notes the petition signed by 156 people from the Wahgunyah community seeking a footpath on the south side of Blanche Street Wahgunyah between Frederick and Foord Streets; and Notes that the matter will be investigated as an operational matter and will be considered against other Footpath priorities as part of the future capital works program. 	Completed
27 Feb 2024	10.2	Petition - Tangambalanga-Kiewa Men's Shed	<p>That Council:</p> <ol style="list-style-type: none"> Support the Tangambalanga-Kiewa Men's Shed group to secure a suitable temporary space to operate from while the 	Completed

COUNCIL MEETING AGENDA - 26 MARCH 2024

Meeting date	Item	Name	Resolution	Status
			<p>grant funded works are completed;</p> <ol style="list-style-type: none"> 2. Seek opportunities to secure further grant funding to build a 'fit for purpose' long term space for the Tangambalanga-Kiewa Men's Shed group to operate from; and 3. Endorse the continuation of the grant funded works on the site which includes removal of the sheds. 	
27 Feb 2024	11.1	Finance Report - January 2024	That Council accepts the 31 January 2024 Finance Report.	Completed
27 Feb 2024	11.2	Planning Permit Application - PP23-0172 (\$218546M) - 11 Albert Road, Beechworth	<p>That Council issue a Notice of Decision to approve a Planning Permit at 11 Albert Road Beechworth, allowing:</p> <ol style="list-style-type: none"> 1. Two (2) lot subdivision in the General Residential Zone and Heritage Overlay; 2. Demolition in the Heritage Overlay; and 3. Subdivide land adjacent to a Road in a Transport Zone 2. <p>subject to the attached conditions.</p>	Completed
27 Feb 2024	11.3	Planning Permit Application - PP23-0164 - 1627 Murray Valley Highway Huon	That Council issue a Notice of Decision to Grant a permit at 1627 Murray Valley Highway Huon, for the buildings and works to construct an outbuilding in accordance with the conditions at attachment 3.	Completed
27 Feb 2024	12.1	Recreation Reserve Master Plans: Coulston Park Recreation	<p>That Council:</p> <ol style="list-style-type: none"> 1. Adopt the recreation reserve master plans for Council owned and 	Completed

COUNCIL MEETING AGENDA - 26 MARCH 2024

Meeting date	Item	Name	Resolution	Status
		Reserve, Yackandandah Sports Park, Barkly Park and Allens Flat Waterho	<p>managed sites at Coulston Park Recreation Reserve and Yackandandah Sports Park; and</p> <p>2. Note the recreation reserve master plans for DEECA owned and managed sites at Barkly Park and Allans Flat Waterhole.</p>	
27 Feb 2024	12.2	Investment Incentive Policy (Review)	That Council adopts the draft Investment Incentive Policy 2024.	Completed
27 Feb 2024	14.1	Audit & Risk Committee - Performance Survey 2022/2023	That Council receives the results of the 2022/2023 Audit and Risk Committee performance survey.	Completed
27 Feb 2024	14.2	Council Plan 2023/2024 - Quarter 2 Progress Report	That Council notes the Quarter 2 2023/2024 Council Plan Progress Report.	Completed
27 Feb 2024	14.4	Advisory Committee Minutes	<p>That Council receives the attached unconfirmed meeting minutes for the following Advisory Committee:</p> <ul style="list-style-type: none"> a) Indigo Shire Community Grants & Awards Advisory Committee b) Indigo Shire Cultural Heritage Advisory Committee c) Indigo Environment Advisory Committee 	Completed
27 Feb 2024	14.5	Informal Meetings of Councillors Records	That Council accepts the attached Informal Meetings of Councillors records.	Completed
27 Feb 2024	14.6	Amendments to Council Meeting Schedule 2024	That Council:	Completed

COUNCIL MEETING AGENDA - 26 MARCH 2024

Meeting date	Item	Name	Resolution	Status
			<ol style="list-style-type: none">1. Cancel the 26 November 2024 Council Meeting; and2. Move the 17 December 2024 Council Meeting to 10 December 2024 (one week earlier).	

Attachments

Nil



COUNCIL MEETING AGENDA - 26 MARCH 2024

18. GENERAL BUSINESS

COUNCIL MEETING AGENDA - 26 MARCH 2024

19. CONFIDENTIAL

Section 66 of the Local Government Act 2020 (the LGA Act) states:

1. A Council or delegated committee must keep a meeting open to the public unless the Council or delegated committee considers it necessary to close the meeting to the public because a circumstances specified in subsection (2) applies.
2. The circumstances are:
 - a. the meeting is to consider confidential information *[as defined in section 3 of the LGA Act]*
 - b. for security reasons; or
 - c. it is necessary to do so to enable the meeting to proceed in an orderly manner.

RECOMMENDATION

That the Council Meeting be closed to the public in accordance with Section 66 of the *Local Government Act 2020*.

This meeting will now close to the public. Members of the gallery are asked to leave. Recording and live streaming will cease before proceeding.

COUNCIL MEETING AGENDA - 26 MARCH 2024

19.1 INDIGO COMMUNITY ACCESS COMMITTEE - APPLICATION FOR MEMBERSHIP

File No: 2024/162

**Sally Rice - Director Community & Economic
Development**

Community & Economic Development

This matter is considered to be confidential under Section 3(1)(f) of the Local Government Act 2020, as it deals with personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs.

The reason this section applies is as follows:-

- * the personal information relates to a person not yet appointed to a position on a Council Committee, and therefore it is unreasonable to disclose at this point of the decision making; and*
- * the report contains personal biographical information on the candidate which has been provided in confidence, and it would be unreasonable to release this information.*

For Decision

COUNCIL MEETING AGENDA - 26 MARCH 2024

19.2 INDIGO ENVIRONMENT ADVISORY COMMITTEE - APPLICATION FOR MEMBERSHIP

File No: 2024/58

Ian Ellett - Director Infrastructure Services

Infrastructure Services

This matter is considered to be confidential under Section 3(1)(f) of the Local Government Act 2020, as it deals with personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs.

The reason this section applies is as follows:-

- * the personal information relates to a person not yet appointed to a position on a Council Committee, and therefore it is unreasonable to disclose at this point of the decision making; and*
- * the report contains personal biographical information on the candidate which has been provided in confidence, and it would be unreasonable to release this information.*

For Decision

Next Meeting: Tuesday, 23 April 2024 at 6.30pm

10.1

PETITION - CHILTERN SWIMMING POOL OPENING HOURS

2	Petition - Chiltern Swimming Pool Opening Hours (redacted).....	97
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29th February 2024

Indigo Shire Council
PO Box 28
Beachworth



To The CEO & Councillors – Indigo Shire Council

We sent an email to you last year, regarding the early closure of the Pools within the Indigo Shire, requesting that you extend the Season of the Pools within our Shire, particularly for us here in Chiltern.

We understand that the pools have an allocation of monies for the Season, and we understand also, that they require to be run like a business and financial viability is an issue. But we are making you aware that the people of the Shire are not happy with the 4 months that are being offered.

As you are not doubt aware, our Seasons are changing. We experienced a 39 degree yesterday, 29th February 2024, and our pool closes in a week and a half. We have an early Easter this year in which School holidays begin and the Town is flooded with Guests and Campers. We have the "Off Grid" Festival the weekend after Easter in which the accommodation in town is maxed and we will have no pool. It is a missed opportunity for Chiltern and the surrounding towns to shine to our visitors and supply a basic commodity. The people of Chiltern are already muffed as to why the other pools have morning swimming and we don't. It doesn't reflect well on the shires commitment to equality within its constituents, remembering the Shire Residents pay, through our rates, for such enjoyment as a pool.

As this year is obviously too late to have the extension considered, we are asking again, as a town that for next year, you seriously consider an extension to the closing date of the all the pools in the shire till after the Easter period at least.

The Petition of signatures attached, took 8 days to collect, and shows how the people of Chiltern are passionate about our Pool, and are serious about this issue.

I await a reply from the Shire, so I can notify the town folk, via social media platforms.

You can email your response to [REDACTED] at [REDACTED]

Thank you for your time and consideration.

The personal information of signatories has been removed in line with the Information Privacy Principles under the Privacy & Data Protection Act 2014 and Council's Governance Rules.

11.1

2023/24 - QUARTER 2 FINANCIAL FORECAST

1	Quarter 2 - Service Plan Statement	99
2	Capital Works Monitor - February 2024.....	100

2023-24 Quarter2 Forecast - Service plan area statement

Note: For both actual and budget a positive net result means a positive net contribution to Council and a negative net result means a net cost to Council.

(Red variance) is unfavourable

Black variance is favourable

	Year to Date (YTD)				
Service Plan Area	Quarter 2 Forecast	Annual Budget	YTD Variance \$	YTD Variance %	2022/23 Actuals
Community & economic development services					
Ageing Well	(86,201)	(107,107)	20,906	20%	(72,856)
Community development	(371,699)	(387,175)	15,476	4%	(537,613)
Creative Communities	(1,023,827)	(978,010)	(45,817)	(5%)	(846,167)
Early years	(240,412)	(244,769)	4,356	2%	(241,563)
Economic development	(325,608)	(259,265)	(66,343)	(26%)	(253,069)
Recreation	(702,617)	(674,438)	(28,179)	(4%)	(607,554)
Tourism	(641,612)	(639,554)	(2,058)	(0%)	(647,158)
Visitor Experience & Museums	(1,217,821)	(1,178,581)	(39,240)	(3%)	(1,184,801)
Young people	(48,400)	(75,743)	27,343	36%	(24,387)
Surplus / (deficit) community & economic development services	(4,658,197)	(4,544,642)	(113,555)	(2%)	(4,415,166)
Infrastructure services					
Asset management	(296,228)	(278,628)	(17,600)	(6%)	(317,389)
Buildings & property	(1,115,237)	(1,035,238)	(79,999)	(8%)	(878,489)
Buller gas	587,925	640,526	(52,601)	(8%)	660,270
Capital works - management	(363,755)	(339,077)	(24,678)	(7%)	(273,362)
Development engineering	(110,787)	(110,787)	0	0%	(155,819)
Drainage	(80,963)	(44,192)	(36,771)	(83%)	(131,025)
Emergency Management Works	433,098	(62,610)	495,708	792%	(445,424)
Environment & sustainability	(359,673)	(373,528)	13,855	4%	(324,436)
Parks & gardens	(974,382)	(967,372)	(7,010)	(1%)	(979,860)
Pathways	(274,173)	(366,451)	92,278	25%	(96,385)
Plant equipment & fleet	(76,880)	(59,609)	(17,271)	(29%)	(467,593)
Quarries	24,077	80,107	(56,030)	(70%)	64,878
Roads & bridge maintenance	(2,378,356)	(334,621)	(2,043,735)	(611%)	150,651
Tree services	(634,037)	(644,369)	10,332	2%	(715,390)
Waste management	28,156	(77,813)	105,969	136%	2,321,965
Surplus / (deficit) infrastructure services	(5,591,215)	(3,973,662)	(1,617,553)	(41%)	(1,587,408)
Office of the CEO					
Carlisle Cemetery	(10,198)	0	(10,198)	100%	0
Communications	(318,991)	(323,602)	4,611	1%	(197,737)
Customer service and administration	(526,869)	(505,451)	(21,418)	(4%)	(552,296)
Executive management	(1,615,959)	(1,681,585)	65,626	4%	(1,692,287)
Governance	(192,361)	(185,913)	(6,448)	(3%)	(145,433)
Information Management	(151,252)	(167,266)	16,014	10%	(151,634)
People and culture	(744,585)	(879,133)	134,548	15%	(790,773)
Risk management	(880,025)	(720,854)	(159,171)	(22%)	(684,282)
Surplus / (deficit) office of the CEO	(4,440,239)	(4,463,804)	23,565	1%	(4,214,442)
Planning & corporate services					
Asset depreciation	(6,455,977)	(7,086,408)	630,431	9%	(7,854,507)
Building control services	(240,713)	(92,892)	(147,821)	(159%)	(133,152)
Environmental health services	71,995	(26,119)	98,114	376%	74,969
Financial services	38,266	3,978,676	(3,940,410)	(99%)	4,836,672
Information technology	(1,566,093)	(1,850,533)	284,440	15%	(1,292,099)
Local laws & animals	(33,981)	(67,624)	33,643	50%	(23,377)
Planning	(964,530)	(986,513)	21,983	2%	(889,892)
Rates & property services	15,895,977	15,944,714	(48,737)	(0%)	15,238,847
Surplus / (deficit) planning & corporate services	6,744,944	9,813,301	(3,068,357)	(31%)	9,957,462
Surplus / (deficit)	(7,944,706)	(3,168,806)	(4,775,900)	(151%)	(259,554)

Last Update 1/03/24

Jan-24		EXPENDITURE										INCOME									
		** Note - Carry forwards are subject to adoption by Council										** Note - Carry forwards are subject to adoption by Council									
Project Name	Project Description / Scope / Value	2023/24 Adopted Budget	** Proposed Carry Over Amounts from 2023/24	New Projects and amendments	** Available 2023/24 Budget (inc Carry Forwards)	Q2 Forecast	Savings/Overrun (Budget Variance)	Proposed Carry Forwards to 2024/25 (Timing Variance)	YTD Actuals	Multi-Year Projects		Adopted 2023/2024 Budget	**Proposed Carry forward Amounts	New Projects and amendments	Revised 2023/2024 Budget	Q2 Forecast	Budget Variance	Proposed Carry Forwards (Timing Variance)	YTD Actuals	Current Stage	Project Manager Comments January
										PREVIOUS Yrs Expenditure Total June 30 2023 (If applicable)	TOTAL Expenditure to Date (Multi-Year Projects)										
Land																					
Tangambalanga Industrial Estate - Stage 2	Design and document Stage 2 of the Tangambalanga Industrial estate. This work will progress the estate to "shovel ready" status.	0	5,000	0	5,000	5,000	0		0	46,314	46,314	-								Completed	Certification of the planning conditions received.
Land Improvements																					
Transfer Station Monitoring Bores	Installation of groundwater testings bores at Transfer Stations	70,000	0	0	70,000	50,000	0	20,000	0	0	0	-								Implementation Underway	Consultant engaged for installation and monitoring of ground water wells.
Community Facilities																					
Public Toilet Renewals	Refurbishment work to public toilets. Priorities to be confirmed by the Public Toilet Strategy	100,000	0	0	100,000	40,000	40,000	20,000	0	37,410	37,410									Implementation Underway	Consultant engaged, and initial kickoff meeting held, for the development of a strategic strategy.
Kindergarten Buildings	Replace existing glass windows with current Australian Standard approved glazing	0	11,523	0	11,523	11,523	0		0	3,477	3,477									Installation Underway	Quotes obtained for remaining site works.
Chiltern Community Hub-Construction	Detail design and construction of the new Chiltern Community hub space including relocation of SES shed.	0	0	0	0	200,000	-200,000	0	134,695	4,169,648	4,304,343				-					Completed	Minor works being completed - additional lighting over book shelves, and modifications to front entrance ramp alignment.
Chiltern kindergarten playground and external works	Supply and installation of new kindergarten playground and external works.	0	120,000	183,823	303,823	10,000	94,015	199,808	0	0	0		(183,823)	(183,823)	(183,823)	-			-	Planning	
Chiltern Senior Citizens Clubrooms	Universal design improvements to bathrooms, entrances, kitchen and stage.	85,500	0	0	85,500	10,000	0	75,500	5,893	0	5,893	(42,000)	(42,750)	-	(84,750)	(85,500)	750		(85,500)	Planning	Design being revied by Building Surveyor and spec developed.
Rutherglen Senior Citizens Clubrooms	Universal design improvements to bathrooms, entrances and window furnishings.	26,200	-2,350	0	23,850	15,000	0	13,850	12,282	2,350	14,632	(13,000)	(10,750)		(23,750)	(23,850)	100		(23,850)	Planning	Design being revied by Building Surveyor and spec developed.
Changing Places, Chiltern	Construction of a stand-alone CP facility	180,000	0	0	180,000	15,000	0	165,000	7,789	0	7,789	(90,000)	(90,000)		(180,000)	(180,000)			(180,000)	Planning	Design being revied by Building Surveyor and spec developed.
Changing Places, Yackandandah	Construction of a new Changing Places Facility in Sir Isaac Isaacs Park, Yackandandah. The new facility will replace the existing public toilets with 2 uni-sex toilets, 1 ambulant, and 2 accessible toilets (one left and one right) and the change places facility. The scope of works also considers parking and access to the new facility.	0	23,623	0	23,623	65,000	-41,377		64,082	380,777	444,860	-			-	-			-	Completed	All works completed.
Tangambalanga - Lions Solar installation	Supply and installation of a 8.8 kW solar system and 13.8 kW battery storage. Based on historic power data usage the system will eliminate the need to draw power from the grid, providing significant financial savings to the Lions Club.	0	0	0	0	0	0		0	33,222	33,222		(11,353)		(11,353)	(11,353)			-	Completed	All works completed.
Rutherglen Maternal Child Health Centre	Universal design improvements to bathrooms, entrances, internal spaces and furniture to support sensory needs and access.	65,000	0	0	65,000	10,000	0	55,000	5,352	0	5,352	(32,000)	(32,500)		(64,500)	(65,000)	500		(65,000)	Planning	Design being revied by Building Surveyor and spec developed.
Beechworth Kindergarten / Childcare Renewals	External Painting and roofing preservation works/sealing - rainwater tank , underground irrigation system renewals	0	10,346	0	10,346	10,346	0	0	557	15,056	15,613									Construction Underway	
Air condition / Heating system renewals	Ongoing program of renewal / replacement of air conditioning systems, from priority audit report.	25,000	0	0	25,000	25,000	0	0	2,204	14,907	17,111									Planning	
Demolition of Chiltern Farm House	Demolition of Farm House and sheds at 2248 Beechworth Chiltern Road, Chiltern	45,000	0	0	45,000	45,557	-557	0	45,557	0	45,557									Completed	Site works completed.
Tangambalanga Community Centre	Replacement of failing external cladding	30,000	0	0	30,000	30,000	0	0	0	0	0									Planning	
Museums & Historical Sites																					
Chiltern Athenaeum - Solar installation	Installation of a new 5.25kW solar system to museum	40,000	-2,752	0	37,248	37,248			1,793	25,117	26,910		(24,359)		(24,359)	(24,359)				Construction Underway	Panels installed on to the roof. Meter box works to proceed in conjunction with building.
Beechworth Burke Museum	Display cabinetry and equipment upgrades to Beechworth's Burke Museum. Additionally the grant allows for enhance collection and precinct security outcomes. This is a fully grant funded project.	80,000	8,100	0	88,100	48,100	0	40,000	0	1,800	1,800		(79,110)		(79,110)	(79,110)			(79,110)	Construction Underway	Off site building works continuing.
Painting of Historic Buildings	Internal and External Painting on priority Buildings following the condition reports, including internal painting for Chiltern Athenaeum	0	41,813	0	41,813	41,813	0	0	0	3,095	3,095									Implementation Underway	Will be delivered as part of other works; Chiltern Athenaeum, Court House, and other sites

Last Update 1/03/24

Jan-24		EXPENDITURE										INCOME									
		** Note - Carry forwards are subject to adoption by Council										** Note - Carry forwards are subject to adoption by Council									
Project Name	Project Description / Scope / Value	2023/24 Adopted Budget	** Proposed Carry Over Amounts from 2023/24	New Projects and amendments	** Available 2023/24 Budget (inc Carry Forwards)	Q2 Forecast	Savings/Overrun (Budget Variance)	Proposed Carry Forwards to 2024/25 (Timing Variance)	YTD Actuals	Multi-Year Projects		Adopted 2023/2024 Budget	**Proposed Carry forward Amounts	New Projects and amendments	Revised 2023/2024 Budget	Q2 Forecast	Budget Variance	Proposed Carry Forwards (Timing Variance)	YTD Actuals	Current Stage	Project Manager Comments January
										PREVIOUS Yrs Expenditure Total June 30 2023 (if applicable)	TOTAL Expenditure to Date (Multi-Year Projects)										
Chiltern Athenaeum	Restoration works largely external to the athenaeum based on a heritage expert builder's report and approved by Heritage Victoria, Council's heritage advisor and in accordance with the funding agreement scope.	0	13,352	0	13,352	93,352	-80,000		29,222	176,648	205,870	-	(12,000)		(12,000)	(12,000)				Construction Underway	Works are continuing with external wall repairs and weather proofing.
Beechworth Historic Precinct Renewal- Courthouse Kelly Trials Experience	The Kelly Trials Experience at the Historic Precinct Courthouse project that will provide visitors a virtual experience of the Kelly Trial.	0	236,785	0	236,785	625,000	-388,215		429,072	762,820	1,191,892	-	(117,324)		(117,324)	(117,324)				Construction Underway	Courthouse closed, for the completion of physical works. Fitout and installation commenced.
Public Halls																					
Yackandandah Public Hall	Refurbishment and repairs of Roof over foyer area	0	15,000	0	15,000	0		15,000	0	0	0									Planning	Will be carried over to 24/25 FY with additional budget required
Rutherglen Memorial Town Hall Roof	Roof replacement	460,000	0	0	460,000	10,000		450,000	2,201	0	2,201									Planning	
Swimming Pool Facilities																					
Swimming Pool Renewal Works	Refurbishment and renewal of major pool plant and equipment, based on condition assessments.	75,000	0		75,000	50,000		25,000	3,871	0	3,871									Installation Underway	Maintenance and upgrades completed ahead of the commencement of the main pool season.
Swimming Pool Renewal Works	Refurbishment and renewal of major pool plant and equipment, based on condition assessments.	0	179,282		179,282	159,282		20,000	101,463	150,718	252,181									Installation Underway	Maintenance and upgrades completed ahead of the commencement of the main pool season.
Pool Liner Installation	Replacement of Pool liner at Beechworth Swimming Pool	160,000	-2,568	0	157,432	307,432	-150,000		2,113	2,522	4,635									Procurement Underway	Tender package has been advertised twice. Prices received are significantly over budget. Tender consideration occurring.
Municipal Offices												0									
Key Security System Renewal & Compliance	Replace existing, non-compliant master key system and upgrading building access security systems - all shire buildings	70,000	11,011	0	81,011	21,011		60,000	0	18,989	18,989									Procurement Underway	
Beechworth Office Energy Efficiency Improvements.	Installation of solar panels to reduce electricity consumption and cost	0	38,350	0	38,350	15,000		23,350	1,219	5,347	6,566									Procurement Underway	
Yackandandah Office - Lower Level Storage	Provide lining and fit out for downstairs at Yackandandah Office to improve storage and office space, include lighting and external cladding	70,000	0	0	70,000	10,000		60,000	0	0	0									Planning	Design development underway, to review project scope and budget.
Council EV Chargers	Installation of 7 EV charging stations at Council facilities across the Shire, including, Beechworth Library, Beechworth Depot, Yackandandah Library, Yackandandah Depot, Chiltern Community Hub, Rutherglen Library and Rutherglen Depot.	43,000	2,440	0	45,440	65,440	-20,000		58,508	7,488	65,996	(28,352)		(28,352)	(28,352)					Installation Underway	EV charger sites are nearing completion. 6 of 7 installed and operational.
Energy Efficiency Improvements Program	Additional solar and battery at Burke Museum. Additional solar at Council depots. Yackandandah office arnd Rutherglen Library.	40,000	0	0	40,000	5,000		35,000	0	0	0									Planning	
Energy Efficiency Improvements Program	Including EV Charging Stations, Solar Power Projects and energy efficiency initiatives, including supporting improvements in other projects	0	31,450	0	31,450	11,450	20,000		0	0	0									Procurement Underway	
Replacement Site Hut - Ruthglen Transfer Station	Replacement of site office facilities at the Rutherglen Transfer Station	0	0	0	0	17,820	-17,820		17,820	0	17,820									Completed	Works completed. Facility in place and operational.
Motor Vehicles & Plant																					
Fleet Replacement	New vehicles in accordance with forward replacement program	330,000	35,584	0	365,584	265,584		100,000	116,157	385,574	501,731	(71,000)	35,702		(35,298)	(35,298)			(19,846)	Procurement Underway	
Plant Replacement	New Plant and Equipment in accordance with forward replacement program	1,643,000	-12,995	0	1,630,005	630,005		1,000,000	318,301	560,439	878,740	(412,000)			(412,000)	(23,900)		(388,100)	(23,900)	Procurement Underway	
Minor Plant	Renewal of small plant & equipment (chainsaws, blowers, etc)	30,000	0	0	30,000	30000			15,400	0	15,400									Procurement Underway	
Furniture & Equipment																					
Public Place Recycling	New bins and surrounds to provide for improved public place recycling	25,000	0	0	25,000	25,000			0	0	0									Planning	Ordering new facilities for Town hall gardens

Last Update 1/03/24

Jan-24		EXPENDITURE										INCOME												
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Council Chambers - replacement of chairs	New chairs for the Council chambers	15,000	0	0	15,000	5,950	9,050		1,404	0	1,404									Completed	New chairs delivered			
Street & Park Furniture - Renewal	Renewal of priority street and park furniture	32,000	0	0	32,000	32,000			9,444	43,505	52,949									Implementation Underway				
Play Equipment Replacement	Renewal of priority playground assets, including accessibility improvements, shade sails, informed by the Play Space Review and Strategy	42,000	34,975	0	76,975	76,975			42,281	58,988	101,269									Implementation Underway	New Town park replacement has been completed. Planning for next priority.			
Computers & Telecommunications																								
IT Renewal Priorities	Annual replacement of server and network hardware	70,000	30,730	0	100,730	50,000		50,730	6,043	80,541	86,583									Planning	New IT Manager, is reviewing business case needs and priorities.			
Key Systems Upgrade Project (Datascape CRM enhancements)	Upgrade of core systems including collaborative procurement opportunities with other Councils	163,000	-163,000	0	0	0		0	0	166,342	166,342									Planning	New IT Manager, is reviewing business case needs and priorities.			
IT Strategy Implementation	Implementation of HR Information Sytem	442,000	-442,000	0	0	0		0		103,380	103,380									Planning	New IT Manager, is reviewing business case needs and priorities.			
Computer Replacement Program	Annual replacement of IT hardware	150,000	-19,500	0	130,500	80,000		50,500	19,519	89,110	108,630									Planning	New IT Manager, is reviewing business case needs and priorities.			
IT refresh for Finance Systems	Implementation of new finance IT System	165,000	100,000	0	265,000	15,000	0	250,000	0	0	0									Planning	New IT Manager, is reviewing business case needs and priorities.			
Human Resource Information System RFP	Procurement effort for new HR Information System for implementation in 2023-24	0	265,000	0	265,000	205,000		60,000	40,373	76,436	116,809									Design	New IT Manager, is reviewing business case needs and priorities.			
Project Management Online	New Project Management software	80,000	0	0	80,000	20,000		60,000	0	0	0									Planning	New IT Manager, is reviewing business case needs and priorities.			
Bin management database upgrade	Upgrade or new implementation of Bin Management database	15,000	0	0	15,000	15,000		0	0	0	0									Planning	New IT Manager, is reviewing business case needs and priorities.			
Datascape			165,000		165,000	15,000		150,000																
Electronic Timesheets			165,000		165,000	15,000		150,000												Planning	New IT Manager, is reviewing business case needs and priorities.			
Other IT priorities	IT priorities to be carried forward into next years budget build.		71,070		71,070	0		71,070												Planning	New IT Manager, is reviewing business case needs and priorities.			
SUBTOTAL IT Projects		1,085,000	172,300	0	1,257,300	415,000	0	842,300	65,935															
Library Books																								
Library Stock Items - Chiltern Library	Stock for the new Chiltern Community Hub Library	15,000	0	0	15,000	15,000			0	14,905	14,905									Procurement Underway				
Library Stock Items	Replacement of old library books and associated materials.	65,000	0	0	65,000	65,000			27,872	70,526	98,398	(65,000)			(65,000)	(65,000)			(140)	Procurement Underway	Orders being placed regularly, with stock being received.			
Premier's Reading Challenge	Premier's Reading Challenge stock purchase	7,000	0	0	7,000	7,000			0	6,676	6,676	-			-				-	Procurement Underway				
Bridges																						-		
Guard Rail Renewal Works	Install Bridge Guard Rail at high priority bridges as identified in Level 2 Bridge assessments	19,000	0	0	19,000	19,000			0	9,419	9,419								-	Planning				
Indigo Creek Road Bridge	Construction of new bridge over Indigo Creek, to replace failed corrugated culverts. Initial 80:20 grant split Agreement details Fed Grant \$1,242,414 Council contribution \$310,604	1,400,000	0	122,414	1,522,414	150,000	-30,602	1,250,000	9,384	96,202	105,586	(1,120,000)		(122,414)	(1,242,414)	(1,242,414)			-	Procurement Underway	Design and Construct contract to be advertised by March.			

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Bridge Renewal Works	Reconstruction, strengthening and component renewal at key bridges, as per priorities in Level 2 & 3 Bridge Assessments - potential to be supported by Bridges Renewal Program grants. Includes bridges replacement at Boorhaman East Road, and High Street Barnawartha bridge strengthening	510,000	-46,625	0	463,375	104,180	30,595	328,600	84,180	50,300	134,481								-	Planning	Notification received of unsuccessful Federal grant funding. Renewal works to be reviewed.		
Footpaths & Cycleway																					-		
Beechworth footpath renewal and risk reduction.	Additional tactiles at Camp/High and Camp/Loch and ICAC identified priority improvements.	0	3,460	0	3,460	3,460			187	35,997	36,184								-	Planning			
Epic Mountain Bike Track	Construction of an iconic mountain bike track joining, the towns of Beechworth and Yackandandah. The project will provide an all season internationally recognised Epic grade track traversing through an area of significant gold mining historical value and natural beauty.	0	82,968	0	82,968	68,862		14,106	40,284	1,866,384	1,906,667		(1,000,000)		(1,000,000)	(1,000,000)			-	Completed			
Alma Road Path, Beechworth	Off road walk/cycle track providing a safe off road link from the rail trail to the National Park.	0	14,682	0	14,682	14,682			0	87,568	87,568								-	Completed			
Footpath upgrade program	Proposed as per priority list: *Reid Street, Chiltern *Huron Kiewa Road, Tangambalanga *Stanley Street, Barnawartha	55,000	0	0	55,000	55,000			1,744	73,463	75,207								-	Planning	Being investigated by ISC Operations group, for internal delivery.		
Rutherglen Wine Walk Cycle Trail	Creation of a ~48km riding, walking trail through the Rutherglen and Wahgunyah wine region connecting wineries and areas of significant environmental and historic value.	4,993,000	-28,359		4,964,641	1,500,000		3,464,641	714,495	148,185	862,680	(4,620,000)	(493,100)		(5,113,100)	(1,650,000)		(3,463,100)	-	Construction Underway	Concrete construction works nearing completion in Rutherglen. Planning permit received for three section.		
Traton Street Footpath	Construction of a new footpath on Traton Street, Wahgunyah between Blanche Street and Morley Drive.	100,000	62,465	0	162,465	175,000	-12,535		172,463	7,402	179,865								-	Completed	Site works completed.		
Footpath Renewals	Replacement of priority sections of footpath (Shire wide) based on asset condition and inspections	60,000	25,686	0	85,686	45,686		40,000	9,859	11,222	21,081								-	Construction Underway			
Harper Avenue - Beechworth	Albert Road to Skate Park	0	57,098	0	57,098	57,098			2,537	2,849	5,386								-	Planning	Design completed. Being investigated by ISC Operations group, for internal delivery.		
Peach Drv - shared path	Construction of a concrete shared path - linking the Railtrail to the primary school. Part grant funded via Dept. Transport and Planning. DPT funding (\$51,075) plus council funds of \$37k. Remaining council contribution of \$63,925 brought forward from 24/25 budget.	0	0	88,075	88,075	152,000	-63,925		20,601	0	20,601		46,000	(51,075)	(5,075)	(5,075)			-	Construction Underway	Construction underway with ISC Operations group. Steady progress being made.		
Beechworth to Yackandandah Rail Trail																					-		
All earlier sections	All earlier sections and stages								33,934	4,801,538	4,835,472								-	Completed			
SECTION 7 - Kibell Lane	Approximately 4.9km of new trail within the Kibell Lane road / rail reserve		687,309	0	687,309	587,309		100,000	351,860	412,683	764,543								-	Construction Underway	Works nearing completion. Sealing completed.		
Rail Trail Wayfinding & Signage	Supply and installation of wayfinding and signage								4,170	31,924	36,094								-	Procurement Underway	Sign designs and layout, and planning matters being reviewed		
Rail Trail - Project Management	Staff and contractor time directly relating to Project Management costs across all sections of the Beechworth to Yackandandah Rail Trail.								43,867	1,166,547	1,210,414								-	Implementation Underway			
SUBTOTAL AND OVERALL BUDGET LINE - RAIL TRAIL	Extension of the Murray to Mountains Rail Trail - Multi Year Project with multiple stages as outlined above.	0	687,309	0	687,309	587,309	0	100,000	399,896	6,412,692	6,846,523				-				-				
Kerb & Channel																					-		
Drainage improvements to High Street Rutherglen	Drainage improvements works on and around High Street - south of Ready St, Rutherglen Project Budget \$90,000 (fully grant funded)	36,000	49,704	0	85,704	65,704		20,000	0	4,353	4,353								-	Planning			
Havelock Street Barnawartha	New kerb and channel and drainage works including general tidy up of Havelock Street and town entrance. Project Budget \$80,000 (fully grant funded)	50,000	27,986	0	77,986	47,986		30,000	199	0	199								-	Planning			
Kerb and channel replacement	Continue with priorities in Chiltern & Rutherglen based on condition assessments	100,000	40,000		140,000	100,000		40,000	6,034	6,242	12,276								-	Planning			
Rural Roads																					-		
Twist Creek Road, Yackandandah	Sealing of Twist Creek Road from McIntosh Lane to the Nelmac Precast business entrance.	90,000	9,942	0	99,942	5,000		94,942	0	0	0								-	Planning			
Final Seals Program	Final sealing of priority roads and trails.	144,000	0	0	144,000	144,000			76,749	0	76,749								-	Implementation Underway	Contract awarded, and program nearing completion.		

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Roads Major Patching	Patching of priority roads. Additional funding from Local Roads & Community Infrastructure Program (LRCIP) - Round 4B	98,000	0	275,000	373,000	373,000			268,717	0	268,717								-	Construction Underway	Contract awarded, and works underway.			
Resealing Program	Sealing of priority roads	601,000	0	0	601,000	601,000			516,513	0	516,513								-	Implementation Underway	Contract works are well underway and program nearing completion.			
Road design and planning	Design development of future capital projects - individual project values vary annually.	153,000	0	0	153,000	100,000	0	53,000	24,195	54,768	78,963								-	Planning	Ongoing design activities.			
Resheeting program	Resheeting of priority roads across the Shire	636,000	0	0	636,000	636,000			56,934	0	56,934								-	Implementation Underway	Road resheeting program has commenced.			
Sealed Pavement Rehabilitation	Rehabilitation sealing works to priority roads. Additional funding from Local Roads & Community Infrastructure Program (LRCIP) - Round 4B	198,000	0	341,313	539,313	25,000		514,313	1,206	0	1,206								-	Design	Contract awarded for geotech investigation.			
Kibell Lane Upgrade	Road upgarde and safety improvements to Kibell Lane supporting the introduction of multiple user groups.	0	305,000	0	305,000	305,000			305,000	0	305,000								-	Construction Underway	Delivered as part of the wider Rail Trail works.			
Roads to recovery income	Income tracking only								0	0	0	(1,068,000)	(837,030)		(1,905,030)	(1,905,030)			-		Income tracking only.			
LRCIP Round 1 Income	Income tracking only												(120,599)		(120,599)	(120,599)					Income tracking only.			
LRCIP Round 2 Income	Income tracking only												(575,691)		(575,691)	(575,691)					Income tracking only.			
LRCIP Round 3 Income	Income tracking only								0	0	0	(1,068,000)	(302,982)		(1,370,982)	(1,370,982)			(698,067)		Income tracking only.			
LRCIP Round 4A Income	Income tracking only														-						Income tracking only.			
LRCIP Round 4B Income	Income tracking only								0	0	0			(616,313)	(616,313)	(616,313)			-		Income tracking only.			
Urban Roads																						-		
Wood Street, Beechworth	Urban Rd Sealing - Frederick St to dead end	0	11,781		11,781	11,781			0	0	0								-	Planning	Being investigated by ISC Operations group, for internal delivery.			
Taylor Street Beechworth	Urban Rd Sealing - Taylor St, Buckland Gap Rd to Crawford St	24,000	0	0	24,000	0		24,000	0	0	0								-	Planning	Being investigated by ISC Operations group, for internal delivery.			
Barkly Street, Beechworth	Urban Rd Sealing - Bridge Rd to end	50,000	0	0	50,000	50,000			0	0	0								-	Planning	Being investigated by ISC Operations group, for internal delivery.			
Gordon Street, Chiltern	Urban Rd Sealing - North End to Chiltern-Rutherglen Intersection	22,000	0	0	22,000	0		22,000	0	0	0								-	Planning	Being investigated by ISC Operations group, for internal delivery.			
Kars Street, Yackandandah	Urban Rd Sealing - Hammond Street to the end	18,000	0	0	18,000	18,000			0	0	0								-	Planning	Being investigated by ISC Operations group, for internal delivery.			
McLean Street, Chiltern	Construct & seal McLean St, from Mackay S to end of residences (approx. 330m)	85,000	0	0	85,000	85,000			0	0	0								-	Planning	Being investigated by ISC Operations group, for internal delivery.			
Steetscape Works																			-					
Tangambalanga Streetscape Development	Planning , engagement, design and development of plans for streetscape refurbishment of Tangambalanga Kiewa East Road.	80,000	0	0	80,000	30,000		50,000	0	0	0								-	Procurement Underway				
Drainage																						-		
Rural Road Drainage (2023-24 program)	Upgrading of rural drainage infrastructure (Shire wide), including road culverts, roadside table drain construction	60,000	31,316	0	91,316	91,316		0	20,166	28,684	48,850								-	Design				
Heritage drain rehabilitation	Repair and rehabilitation of heritage granite drains in various locations in Beechworth.	47,000	0	0	47,000	47,000			696	2,720	3,416								-	Procurement Underway				
Urban Drainage Improvements	Shire wide - priority projects to be determined from review of recent flooding events Additional late \$70k to budget, included in operational budget	616,000	-221,816	70,000	464,184	364,184		100,000	143,752	321,816	465,568								-	Construction Underway				
Rutherglen Drainage Improvements	Drainage improvements to Reid Street and High Street	0	33,037	0	33,037	33,037			0	43,823	43,823								-	Construction Underway				
Flood Damage Events - DRFA																						-		
Bells Flat Road Landslide – FE22	Address Landslide to Bells Flat Road	0			0				0	0	0								-	Completed				

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Gooramadda Rd Major Culvert Replacement - FE22													(338,407)		(338,407)	(338,407)					This possibly should be moved into Emergency Management Works budget - Oct 2022 Flood Recovery					
Indigo Ck Rd Major Culvert Failure & Bridge Replacement - FE22													(260,000)		(260,000)	(260,000)					This possibly should be moved into Emergency Management Works budget - Oct 2022 Flood Recovery					
Rocky Mountain Tunnel Inlet Repairs	Tunnel Inlet Repairs to Rocky Mountain	0			0				0	0	0								-	Planning						
Plemings Rd Bridge Repairs	Bridge Repairs to Plemings Rd	0			0				0	0	0								-	Planning						
Flood Repairs																										
Parks, Openspace & Streetscape																						-				
Water Bubblers	Supply and installation of water bubblers in priority locations across the Shire.	27,000	9,606	0	36,606	36,600		0	2,389	2,998	5,387								-	Planning	Progress has recently been made on the necessary replacement of the Camp St unit. Looking to acquire a compliant, historic sympathetic unit.					
Kiewa River Land	Planning and minor site works to facilitate safe public access to the Kiewa river. Total Project Value \$180,000 Grant funds \$90,000 Council funds \$90,000	180,000	23,586	0	203,586	90,000		113,586	68,558	0	68,558	(54,000)	(19,586)		(73,586)	(73,586)			(64,483)	Construction Underway	Site preparation works underway. Lawn areas established.					
Tangambalanga Active Park - Shade Sail	Supply and installation of a shade sail over the existing play equipment. 30% grant funded	0	0	50,000	50,000	50,000			3,728	0	3,728		15,000	(15,000)	-	-			-	Procurement Completed / Awaiting Construction	Will be delivered as part of the awarded pump track project.					
Lake Sambell Precinct Revitalisation	Upgrade of the Lake Sambell walking track including between McConville Avenue and the caravan park. Works include improved accessibility, interpretive and wayfinding signage and drainage improvements.	0	27,226	0	27,226	27,226			6,871	467,491	474,362	-							-	Completed						
Recreation Reserves																								-		
Chiltern Caravan Park	Upgrade of the Chiltern caravan park kitchen and amenities block.	100,000	-1,263	0	98,737	137,394	-38,657		137,394	0	137,394								-	Completed	Works completed					
Rutherglen Skate park extension works	Rutherglen skate park development Project Budget \$274,913 Grant Funding \$181,443 Council funds \$93,470	260,000	5,255	0	265,255	200,000		65,255	9,562	0	9,562	(18,000)			(18,000)	(18,000)			-	Construction Underway	Works underway on site. Concrete installation underway.					
Caravan Park Renewal	Priority asset renewals at Caravan Parks	50,000	0	0	50,000	5,000	38,657	6,343	0	0	0								-	Planning						
Lake Sambell Caravan Park Cabin	Replacement of Flood damaged cabin Estimater \$210,000 Insurance \$179,508 Council \$30,492 Insurance claim (\$179k) for flood damaged cabin.			179,508	179,508	200,000	-30,492	10,000	17,280	0	17,280		(179,508)		(179,508)	(179,508)	-		Procurement Completed / Awaiting Construction	Cabin order and awaiting site works.						
Kiewa Bowls Club	New synthetic playing surface on the Kiewa Bowls Club	0	140,347	0	140,347	140,347			140,347	0	140,347	-	(50,000)		(50,000)	(39,476)	(10,524)		(39,476)	Completed						
Chiltern Tennis Courts	Chiltern Tennis Courts Improvements Total Project Budget \$476,213 Grant funding \$300,000 Contributions \$10,000 Council Funds \$166,213	476,000	-11,583	0	464,417	264,417		200,000	18,449	0	18,449	(50,000)	(258,417)		(308,417)	(308,417)			(268,417)	Construction Underway	Site works commenced. Subgrade works completed.					
Community & Tourism Projects	Funding to support project development of community & tourism projects & grant applications	80,000	0	0	80,000	80,000			30,522	0	30,522								-	Planning	Listing of suitable projects has been developed and endorsed. Initial funds issued to Light upgrades at Speedway					
Recreation Projects									1,955																	
Master Planning - Recreation Plan	Funding to support Recreation Plan project development & grant applications	100,000	0	0	100,000	100,000			10,217	0	10,217	-			-				-	Procurement Underway	Listing of suitable projects has been developed and endorsed. Initial funds issued to Light upgrades at Speedway					
Baarmutha Park Cricket Nets	Replacement of Baarmutha Cricket nets (Stage 1) including associated services and road works. Total Project Budget \$375,000 Grant \$100,000 (SRV) Grant \$30,000 (Cricket Vic) Contribution \$20,000 Council Funds \$225,000	375,000	-3,674	0	371,326	31,326		340,000	16,358	0	16,358	(150,000)			(150,000)	(150,000)			(50,000)	Planning	Design being reviewed in conjunction with park user groups. Recent meeting finalised siting and layout.					
Tangambalanga Pump Track	Construction of a new sealed surface pump track in the Kiewa Valley Park. Total Project Budget \$300,000 Grant \$150,000 Council \$150,000	298,000	-1,977	0	296,023	196,023		100,000	13,114	0	13,114	(15,000)	(130,523)		(145,523)	(145,523)			(130,523)	Procurement Completed / Awaiting Construction	Design and Construct tender awarded. Design being completed.					

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Wahgunyah Pump Track	Construction of a new sealed surface pump track in the Rail Reserve Park. Total Project Budget \$300,000 Grant \$150,000 Council \$150,000	298,000	-226	0	297,774	197,774		100,000	15,896	0	15,896	(15,000)	(132,902)		(147,902)	(147,902)			-	Procurement Completed / Awaiting Construction	Design and Construct tender awarded. Design being completed.
Baarmutha Park Lighting	Installation of four floodlight poles, with new compliant 150 LUX LED floodlighting , at the sports field at Baarmutha Park, Beechworth Project Budget \$293,750 \$366,606.48 Grant Funding \$220,313 (SRV) Contribution (BFNC \$10k & BCC \$5k) \$15,000 Additional Contribution (BFNC) \$22,778.50 Council Funds \$58,437 + \$22,778.50(50:50 with BFNC) + \$27,299	290,000	-6,559	22,779	306,220	233,441	-50,000	72,779	20,768	0	20,768	(37,000)	(187,973)	(22,779)	(247,752)	(247,752)			(225,752)	Procurement Completed / Awaiting Construction	Tender awarded for Design and Construct of new lighting.
Non - ISC Assets																			-		
Kergunyah Hall Upgrade	Major renewal works to the Kergunyah Hall including design, demolition, new interior, roofing, wall linings, flooring and other works. Total Project Budget \$505,860 \$575,012 Grant Funding \$295,000 \$364,152 Contributions \$50,000 Council Funds \$160,000 Additional funding (\$69,152) received from ERV	450,000	-5,122	69,152	514,030	350,000	0	164,030	145,719	25,565	171,284	(50,000)	(235,173)	(69,152)	(354,325)	(285,173)		(69,152)	(285,173)	Construction Underway	Site works underway.
Chiltern Recreation Reserve	New electronic football scoreboard at the Chiltern Recreation Reserve.	0	0	0	0	75	-75		75	49,539	49,614				-	(2,500)	2,500		(2,500)	Completed	
Butson park lighting upgrade	New lighting to the Butson park football oval.	0	0	0	0	201	-201		201	138,803	139,004	-	(30,000)		(30,000)	(30,000)			-	Completed	
Barnawartha Netball & Tennis Courts	Redevelopment of netball and tennis courts Total Budget \$737,973 Grant \$491,982 Contributions \$5,000	722,973	-3,275		719,698	719,698			502,000	18,275	520,275	(104,000)	(375,311)		(479,311)	(479,311)			(424,509)	Construction Underway	Demolition and excavation completed. Drainage and electrical underway
Yackandandah Golf Club	Yackandandah Golf Club facility improvements Total Project Budget \$535,548 Grant Funds \$250,000 Contributions \$50,000 Council funds \$235,548	531,000	3,285	0	534,285	20,000		514,285	6,961	0	6,961	(75,000)	(223,285)		(298,285)	(223,285)		(75,000)	(223,285)	Planning	
Carlyle Cemetery	Drainage improvement works within the cemetery.	45,000	0	0	45,000	45,000			0	0	0				-				-	Not Started	
Barnawartha Cricket Nets	Replace the non-compliant practice nets with three lanes Total Project Budget \$169,194 Grant funds \$105,000 Council funds \$64,194	100,000	-42,685	0	57,315	45,000	12,315		43,688	0	43,688	(105,000)			(105,000)	(105,000)			(15,000)	Completed	Works completed.
Barkly Park - Female change rooms	Upgrade of existing female change rooms at Barkly Park, Rutherglen. Project Budget \$1,400,000 Grant funding \$1,000,000 Council funds \$400,000	350,000	0	0	350,000	10,000		340,000	1,735	0	1,735	(250,000)			(250,000)	-		(250,000)	-	Planning	
	Combined Total for Capital Works and Non-Indigo Assets	19,931,673	2,248,844	1,402,064	23,582,581	12,872,695	-879,824	11,391,688	5,752,241	17,480,889	23,124,935	(9,524,000)	(5,922,775)	(1,260,064)	(16,706,839)	(12,454,813)	(6,674)	(4,245,352)	(3,037,433)		
	Total for Capital Works	17,732,700	2,296,641	1,332,912	21,362,253	11,682,721	-891,863	10,373,373	5,051,862	17,248,706	22,192,373	(8,940,000)	(5,059,006)	(1,190,912)	(15,189,918)	(11,329,544)	(9,174)	(3,851,200)	(2,086,966)		
	Total for Non-ISC Assets	2,198,973	-47,797	69,152	2,220,328	1,189,974	12,039	1,018,315	700,379	232,183	932,562	(584,000)	(863,769)	(69,152)	(1,516,921)	(1,125,269)	2,500	(394,152)	(950,467)		

11.2

FINANCE REPORT - FEBRUARY 2024

1	February Service Plan Statement	108
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February 2024 - Service plan area statement

Note: For both actual and budget a positive net result means a positive net contribution to Council and a negative net result means a net cost to Council.

(Red variance) is unfavourable

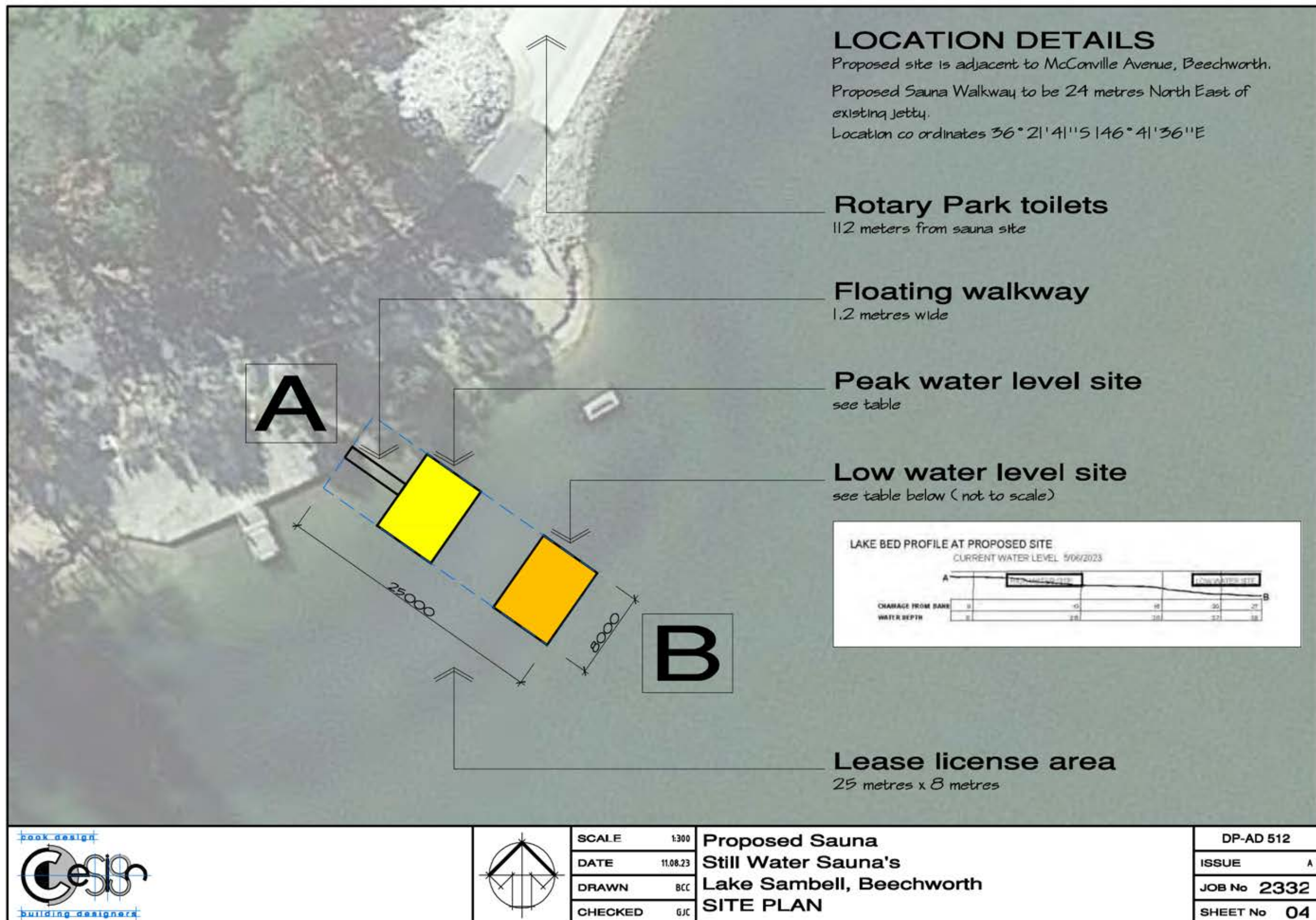
Black variance is favourable

	Year to Date (YTD)					
Service Plan Area	YTD Actuals	YTD Qtr2 Forecast	YTD Variance \$	YTD Variance %	Quarter 2 Forecast	February YTD 2022/23 Actual
Community & economic development services						
Ageing Well	(36,629)	(43,669)	7,040	16%	(86,201)	(33,820)
Community development	129,909	83,948	45,961	55%	(371,699)	(211,827)
Creative Communities	(559,646)	(651,230)	91,584	14%	(1,023,827)	(479,567)
Early years	1,509	(12,681)	14,190	112%	(240,412)	(42,645)
Economic development	(197,402)	(132,496)	(64,906)	(49%)	(325,608)	(176,173)
Recreation	(298,150)	(317,790)	19,640	6%	(702,617)	(363,551)
Tourism	(405,733)	(399,622)	(6,111)	(2%)	(641,612)	(459,113)
Visitor Experience & Museums	(758,110)	(798,071)	39,961	5%	(1,217,821)	(747,848)
Young people	96,889	74,431	22,458	30%	(48,400)	240,171
Surplus / (deficit) community & economic development services	(2,027,362)	(2,197,180)	169,818	8%	(4,658,197)	(2,274,373)
Infrastructure services						
Asset management	(151,687)	(155,019)	3,332	2%	(296,228)	(149,167)
Buildings & property	(669,979)	(663,449)	(6,530)	(1%)	(1,115,237)	(442,128)
Buller gas	313,668	309,671	3,997	1%	587,925	433,446
Capital works - management	(173,372)	(203,677)	30,305	15%	(363,755)	(148,965)
Development engineering	(67,683)	(57,836)	(9,848)	(17%)	(110,787)	(99,453)
Drainage	(101,827)	(72,287)	(29,540)	(41%)	(80,963)	(72,289)
Emergency Management Works	(800,666)	(613,717)	(186,949)	(30%)	433,098	(144,541)
Environment & sustainability	(170,851)	(183,866)	13,015	7%	(359,673)	(128,189)
Parks & gardens	(657,037)	(635,670)	(21,367)	(3%)	(974,382)	(594,497)
Pathways	(133,183)	(160,004)	26,821	17%	(274,173)	(49,882)
Plant equipment & fleet	6,329	19,003	(12,674)	(67%)	(76,880)	(323,204)
Quarries	(16,076)	(195,466)	179,391	92%	24,077	(20,011)
Roads & bridge maintenance	(1,922,507)	(1,882,244)	(40,263)	(2%)	(2,378,356)	(1,196,182)
Tree services	(402,401)	(366,619)	(35,783)	(10%)	(634,037)	(422,839)
Waste management	1,338,611	1,285,729	52,882	4%	28,156	1,243,398
Surplus / (deficit) infrastructure services	(3,608,661)	(3,575,450)	(33,211)	(1%)	(5,591,215)	(2,114,503)
Office of the CEO						
Carlyle Cemetery	(14,689)	(12,643)	(2,046)	(16%)	(10,198)	12,462
Communications	(197,390)	(197,740)	350	0%	(318,991)	(125,393)
Customer service and administration	(324,282)	(296,065)	(28,218)	(10%)	(526,869)	(325,270)
Executive management	(999,377)	(1,034,438)	35,061	3%	(1,615,959)	(995,019)
Governance	(107,820)	(112,403)	4,583	4%	(192,361)	(86,019)
Information Management	(77,690)	(87,133)	9,443	11%	(151,252)	(94,467)
People and culture	(466,621)	(499,069)	32,447	7%	(744,585)	(495,456)
Risk management	(788,502)	(786,073)	(2,429)	(0%)	(880,025)	(627,840)
Surplus / (deficit) office of the CEO	(2,976,371)	(3,025,563)	49,192	2%	(4,440,239)	(2,737,003)
Planning & corporate services						
Asset depreciation	(4,303,850)	(4,303,849)	(1)	(0%)	(6,455,977)	(4,725,308)
Building control services	(171,986)	(161,416)	(10,570)	(7%)	(240,713)	(66,050)
Environmental health services	91,184	84,365	6,819	8%	71,995	138,761
Financial services	87,805	93,375	(5,570)	(6%)	38,266	711,234
Information technology	(863,572)	(858,863)	(4,709)	(1%)	(1,566,093)	(206,857)
Local laws & animals	(118,839)	(91,541)	(27,298)	(30%)	(33,981)	(61,725)
Planning	(484,063)	(514,054)	29,990	6%	(964,530)	(448,822)
Rates & property services	15,901,326	15,900,446	880	0%	15,895,977	15,275,852
Surplus / (deficit) planning & corporate services	10,138,004	10,148,463	(10,459)	(0%)	6,744,944	10,617,086
Surplus / (deficit)	1,525,610	1,350,271	175,339	13%	(7,944,706)	3,491,207

11.3

PLANNING PERMIT APPLICATION - PP23-0127 - FLOATING SAUNA ON LAKE SAMBELL, BEECHWORTH

1	PP23-0127 - Plans.....	110
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STILL WATER SAUNAS

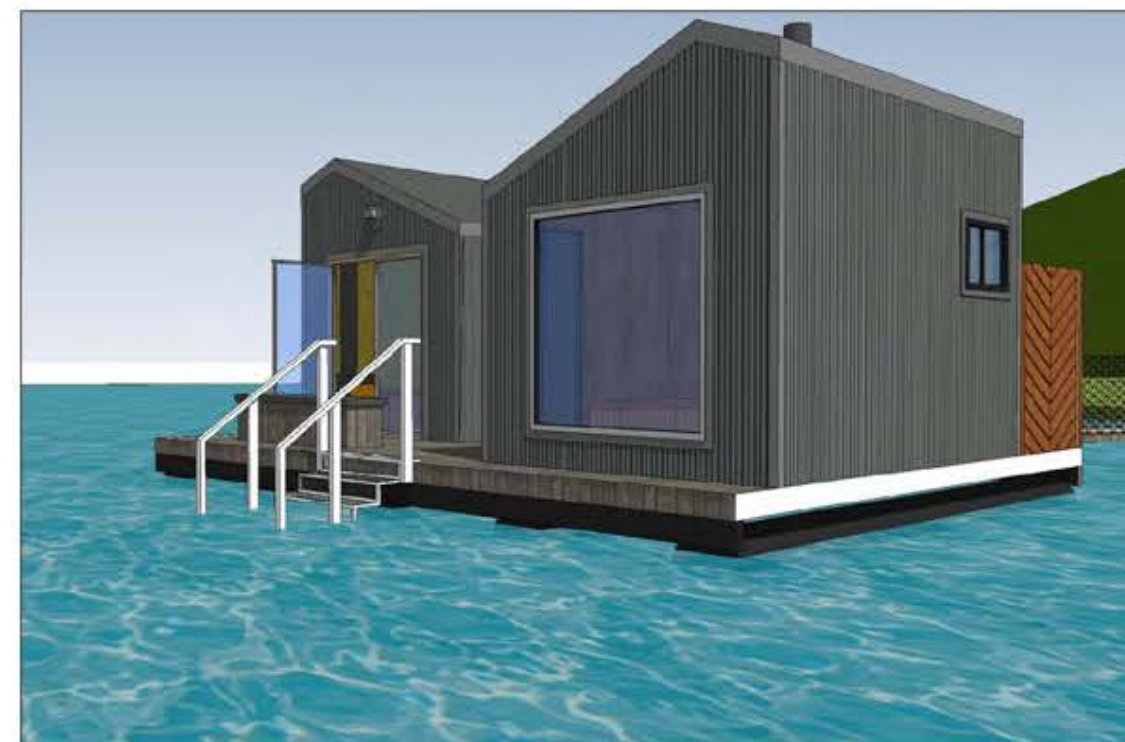
14.07.2023

CONTACTS

Proposed floating sauna

LOCATION - Lake Sambell, Beechworth VIC 3747

LOCAL AUTHORITY - Indigo Shire Council



NOTES

External dimensions as per plan

Platform area 48 msq

Building area 12 msq

Proposed hours of operation are as follows:
7am to 9pm

The sauna will be limited to a maximum of 5 users per session.
Sessions will be one hour duration.

There will be no liquid waste generated from the facility.

Public toilets and amenities are located approximately 200 metres from the proposed site.



SCALE	na
DATE	04.09.23
DRAWN	BCC
CHECKED	GJC

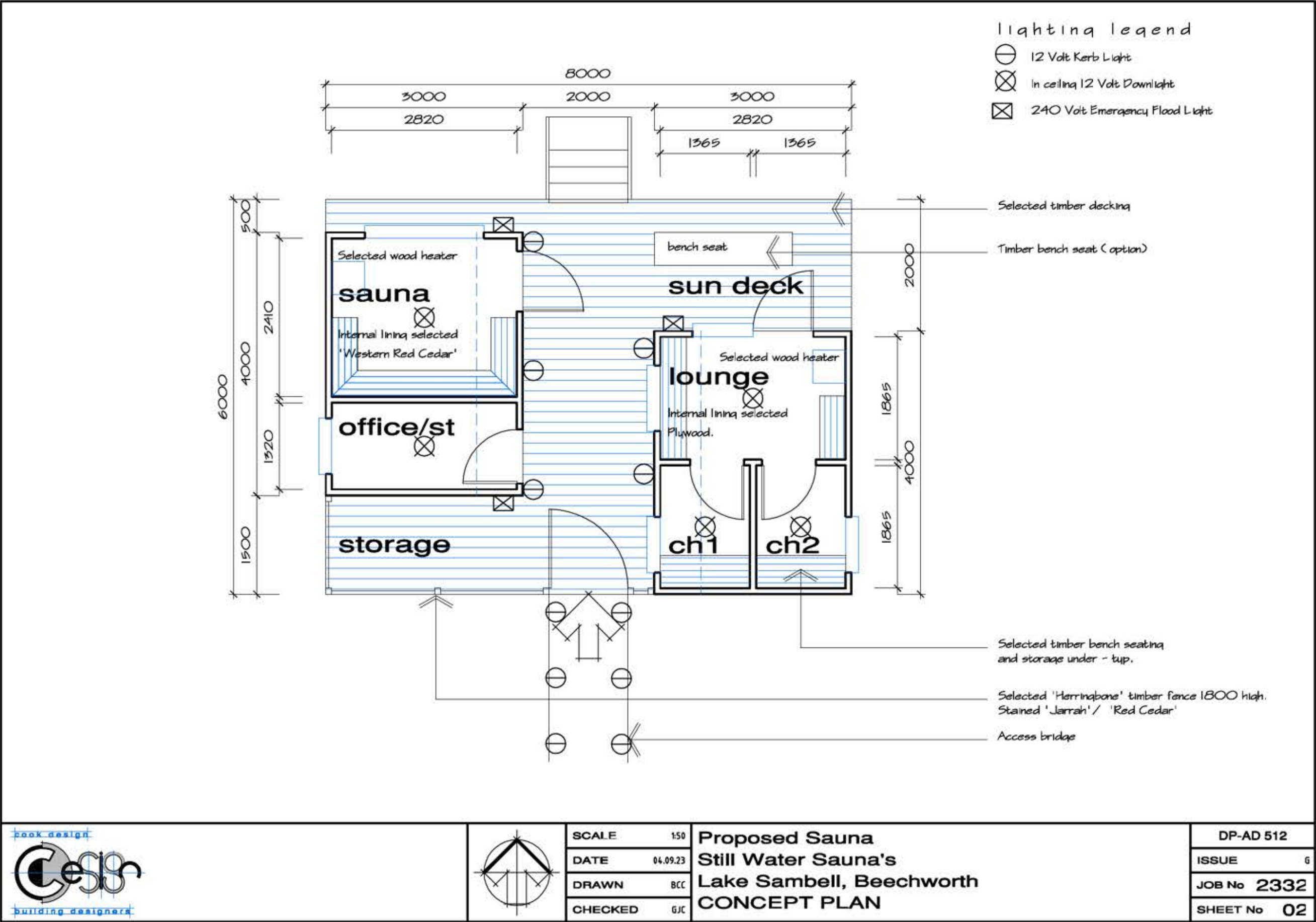
Proposed Sauna
Still Water Sauna's
Lake Sambell, Beechworth
COVER SHEET

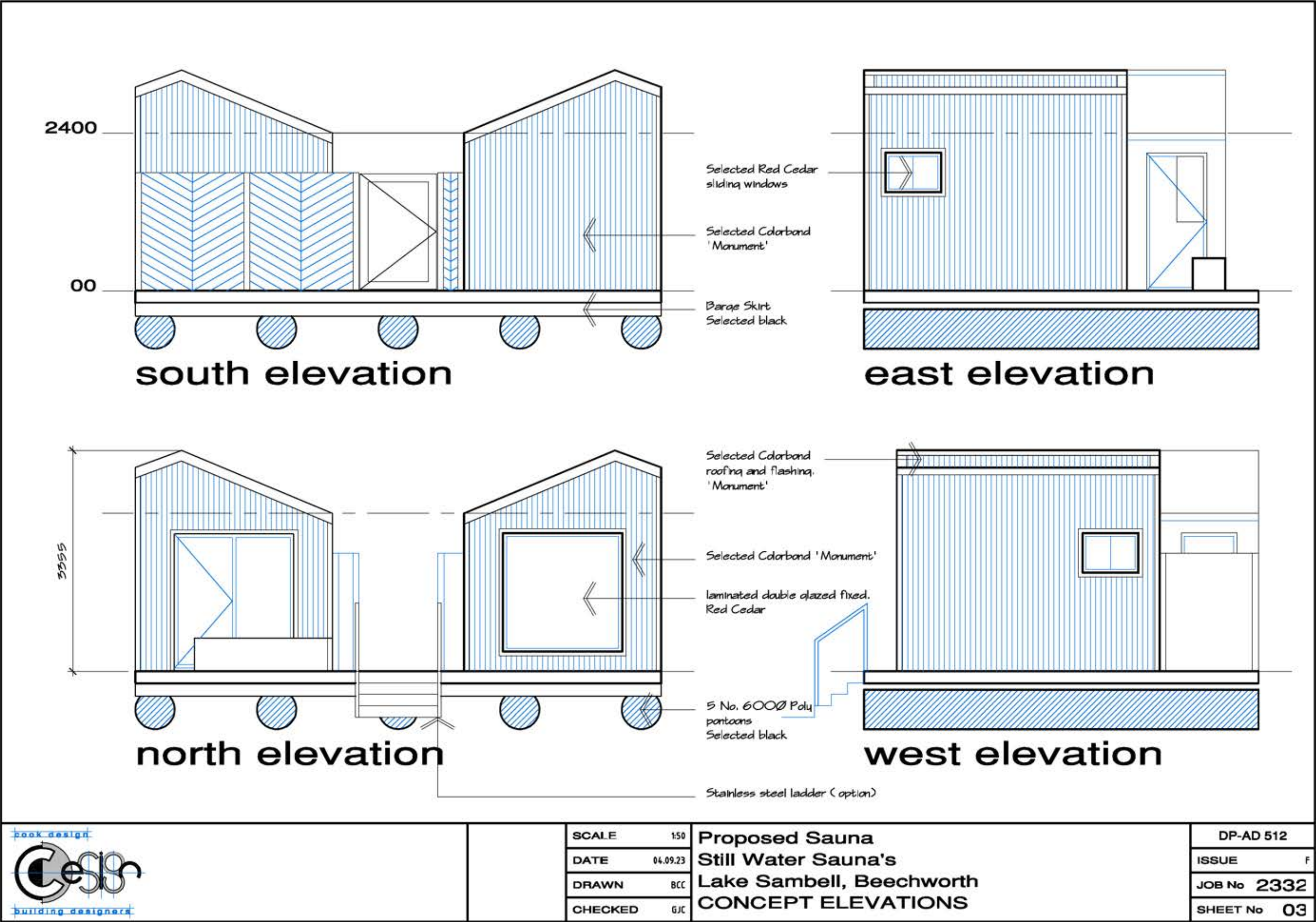
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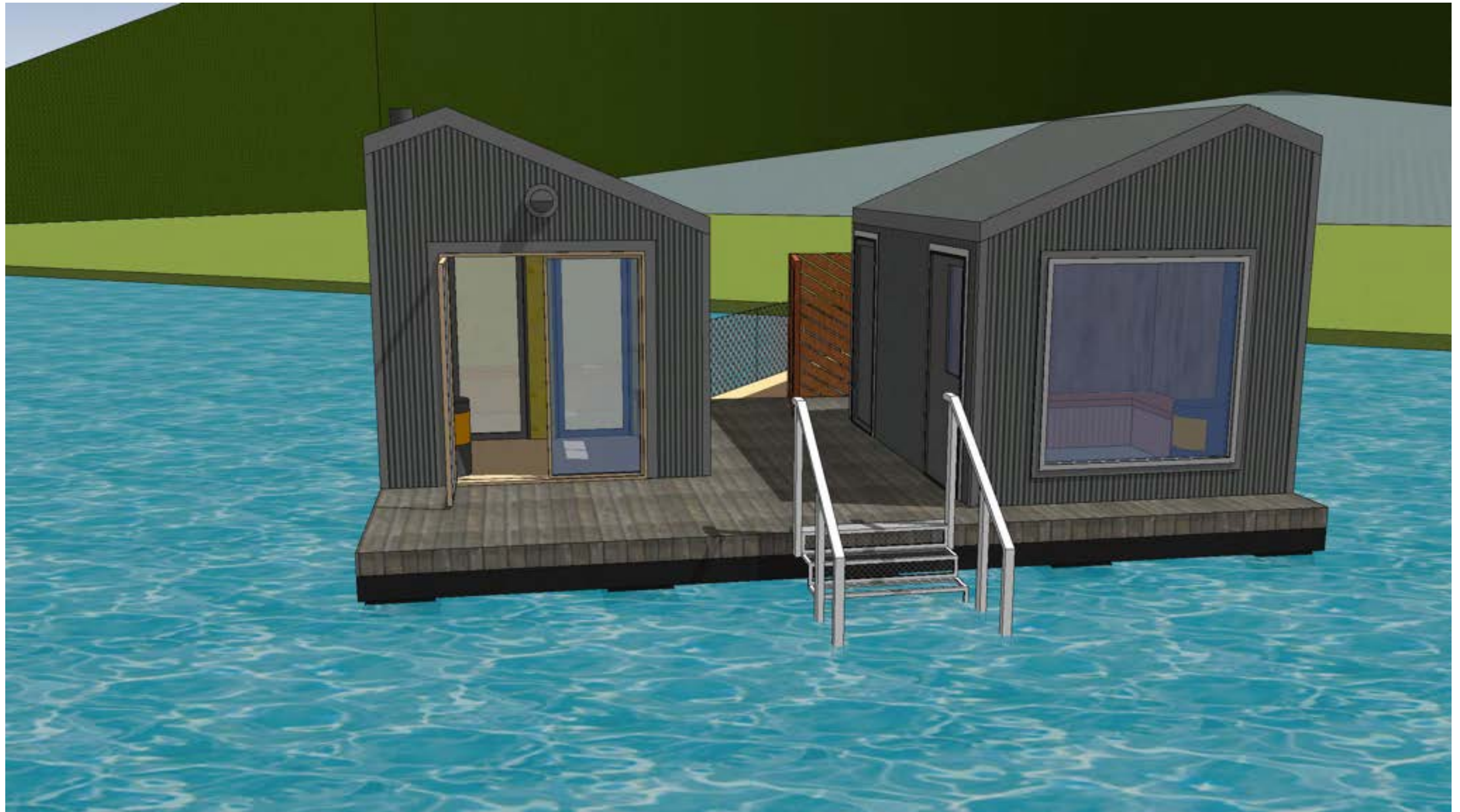
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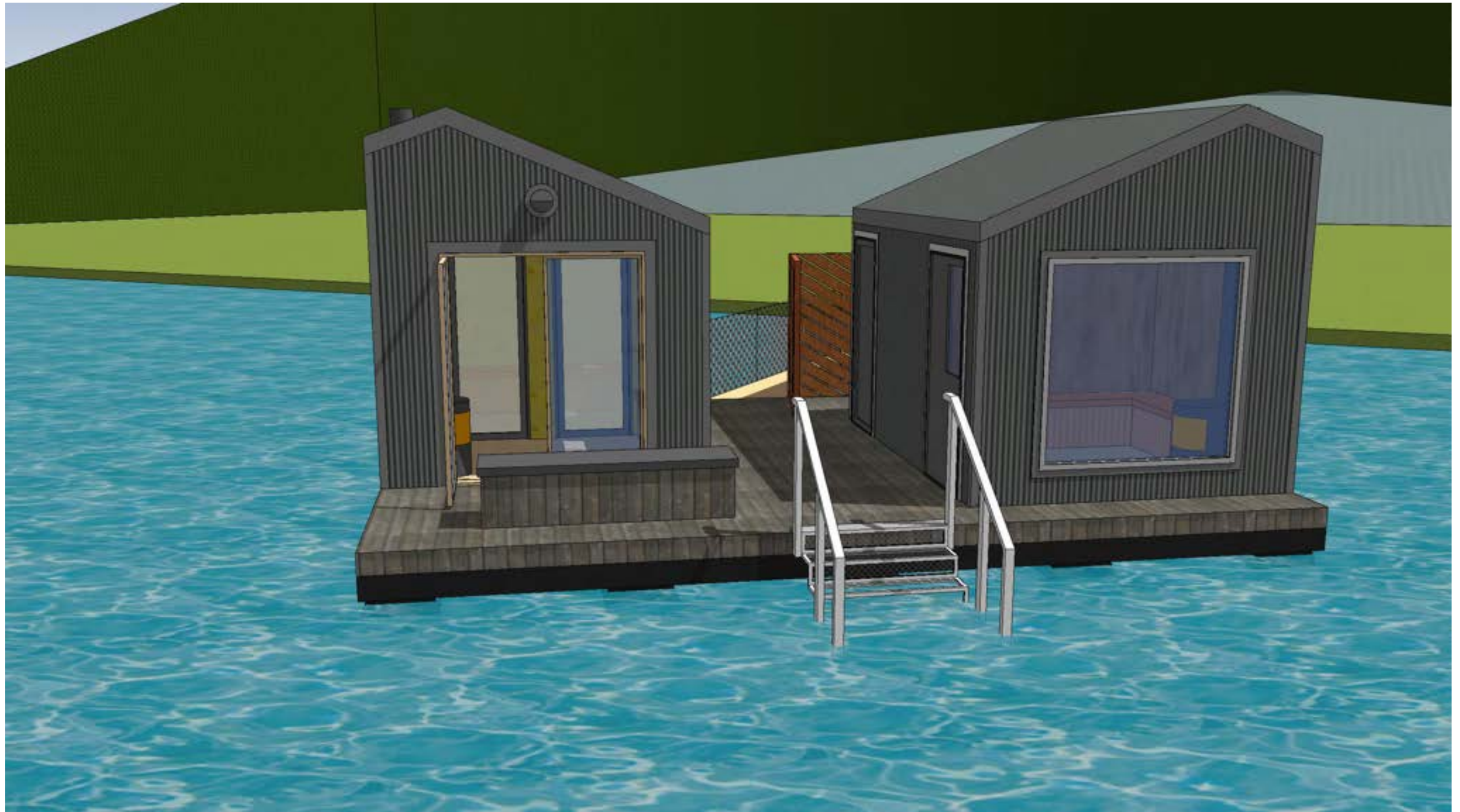
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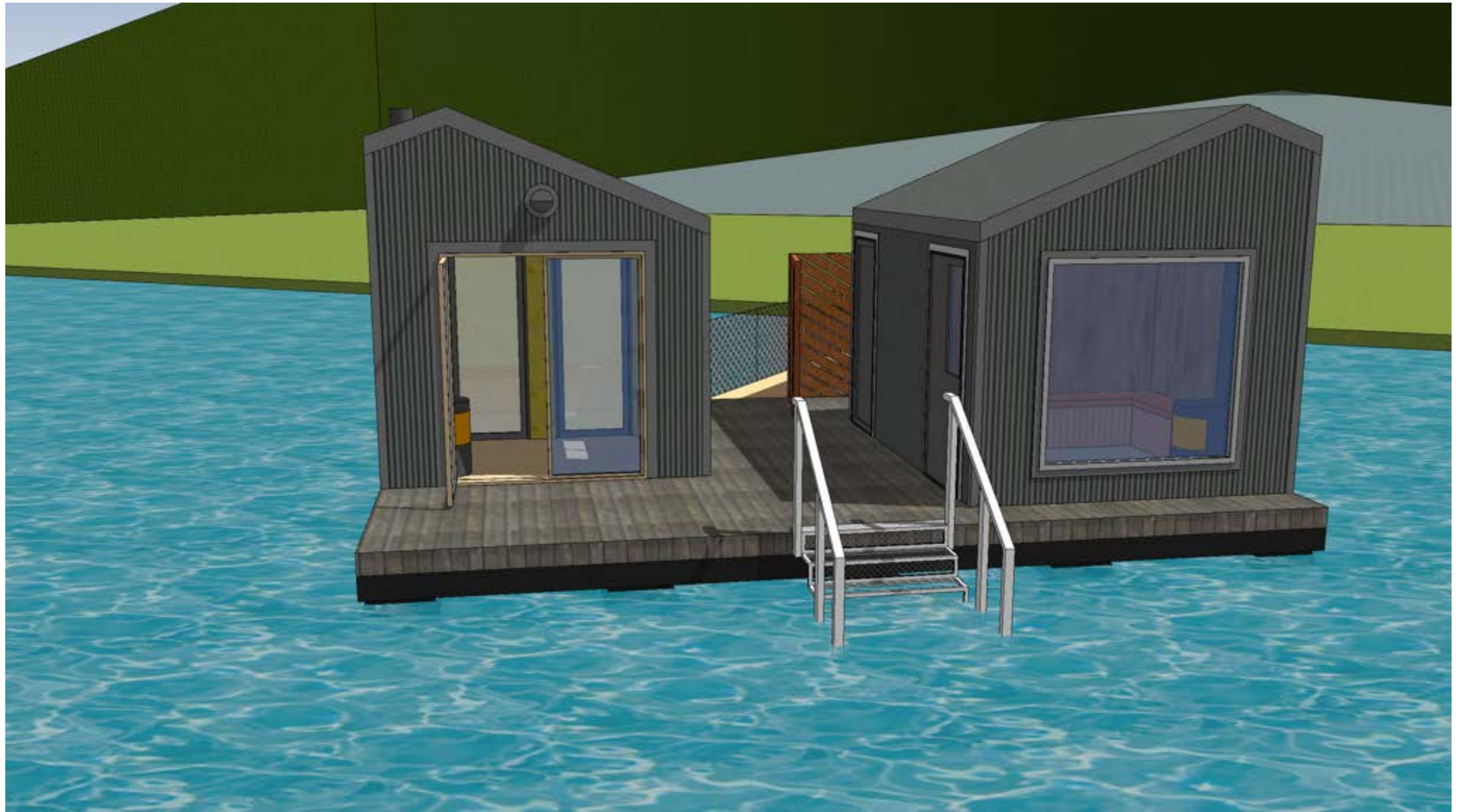
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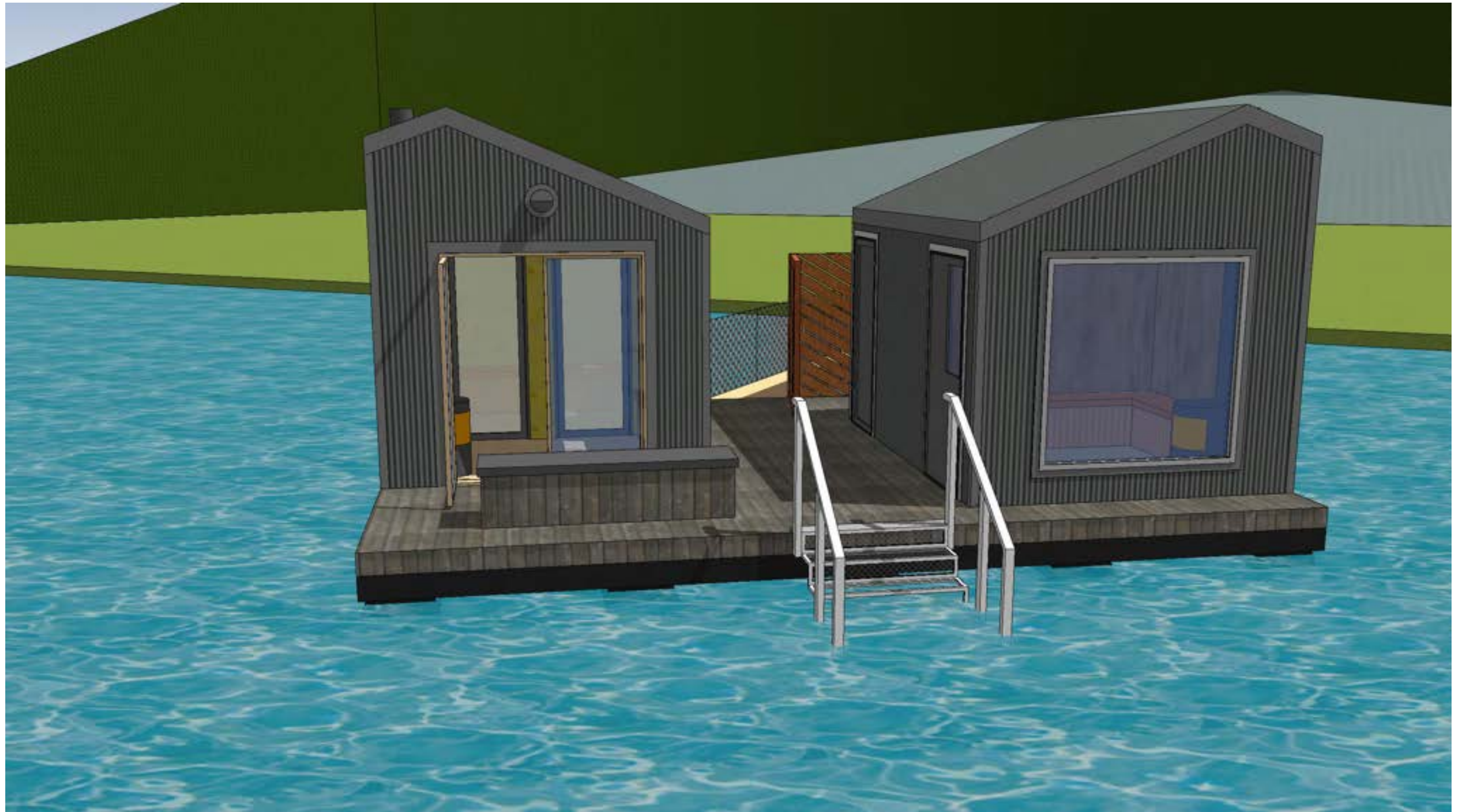




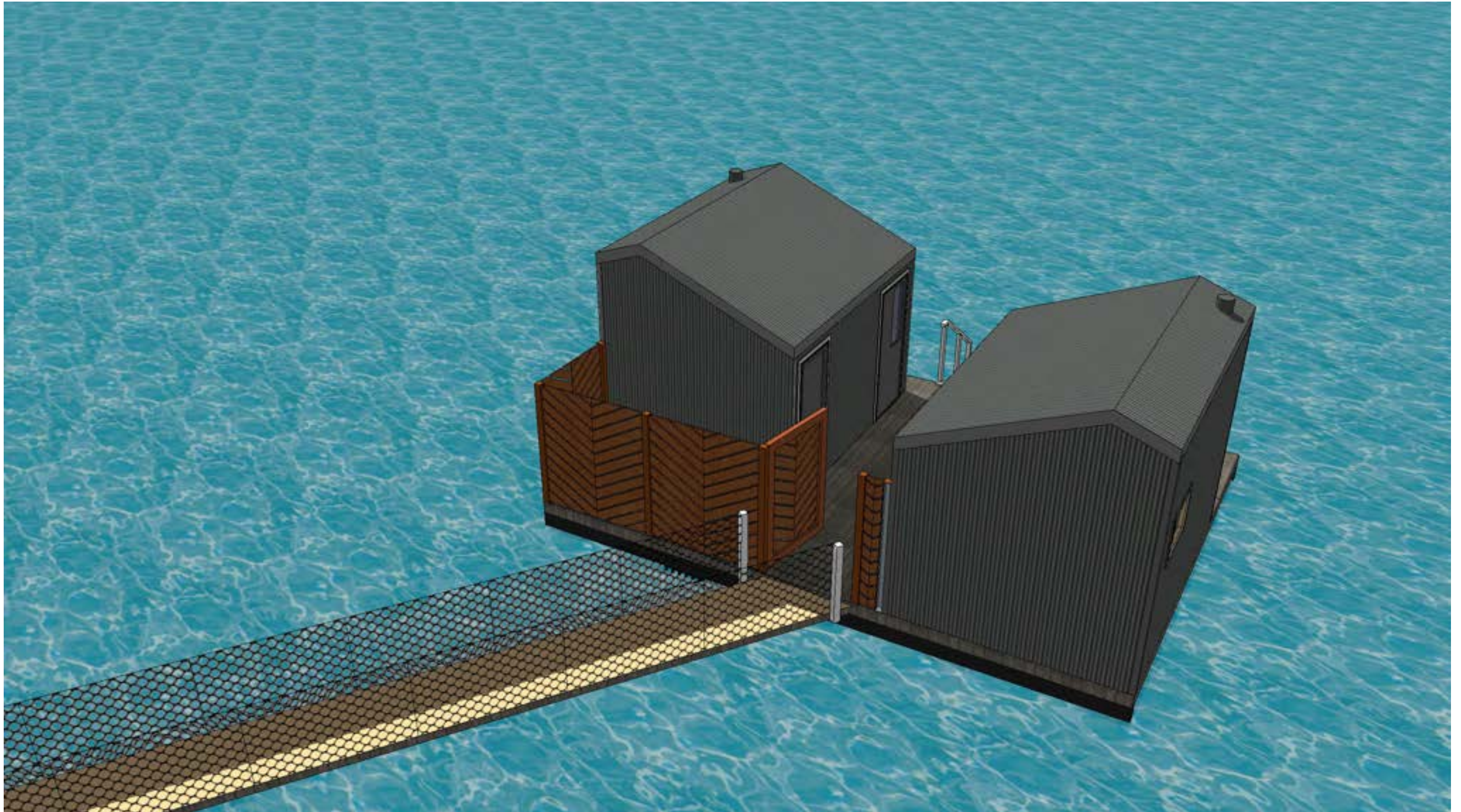


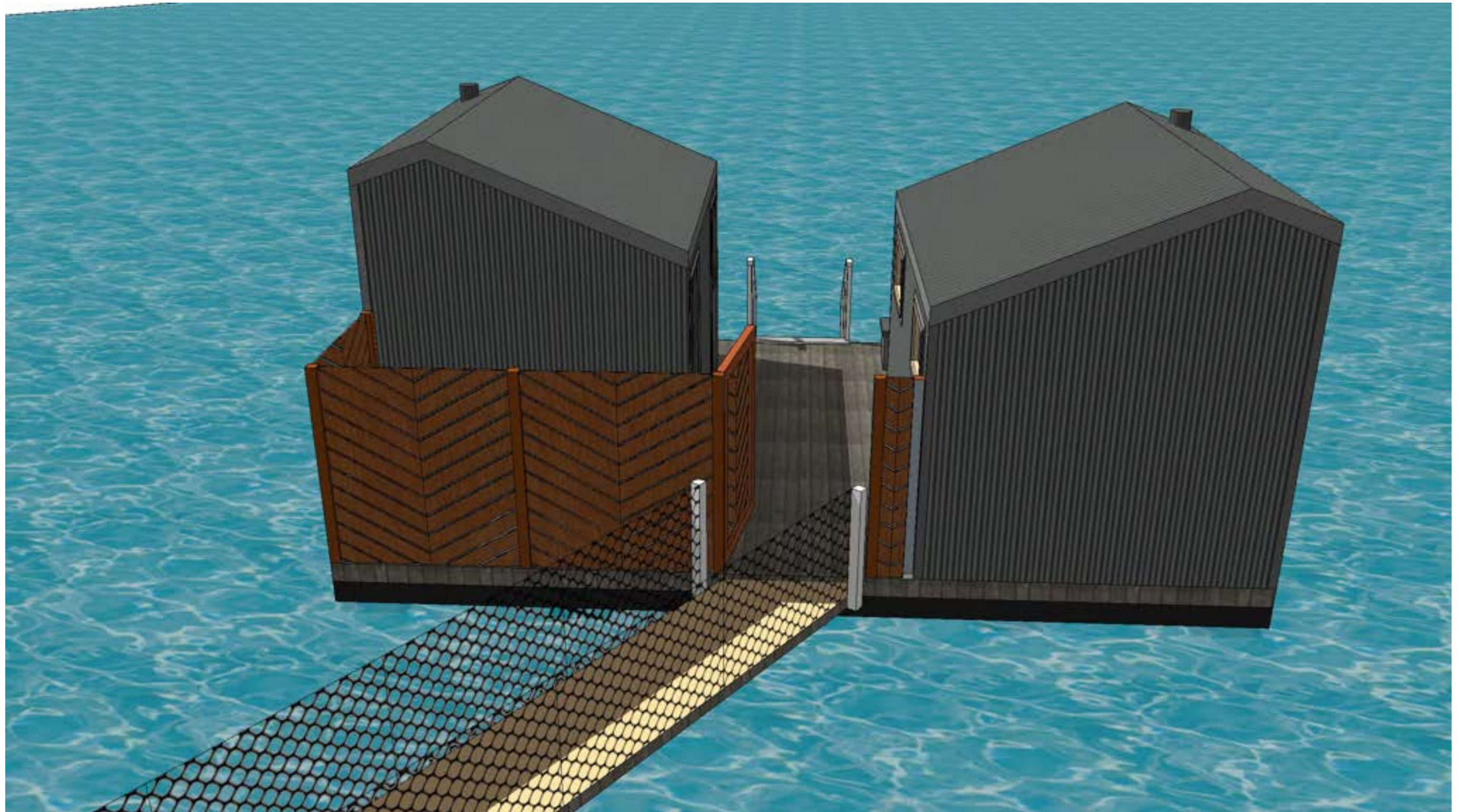


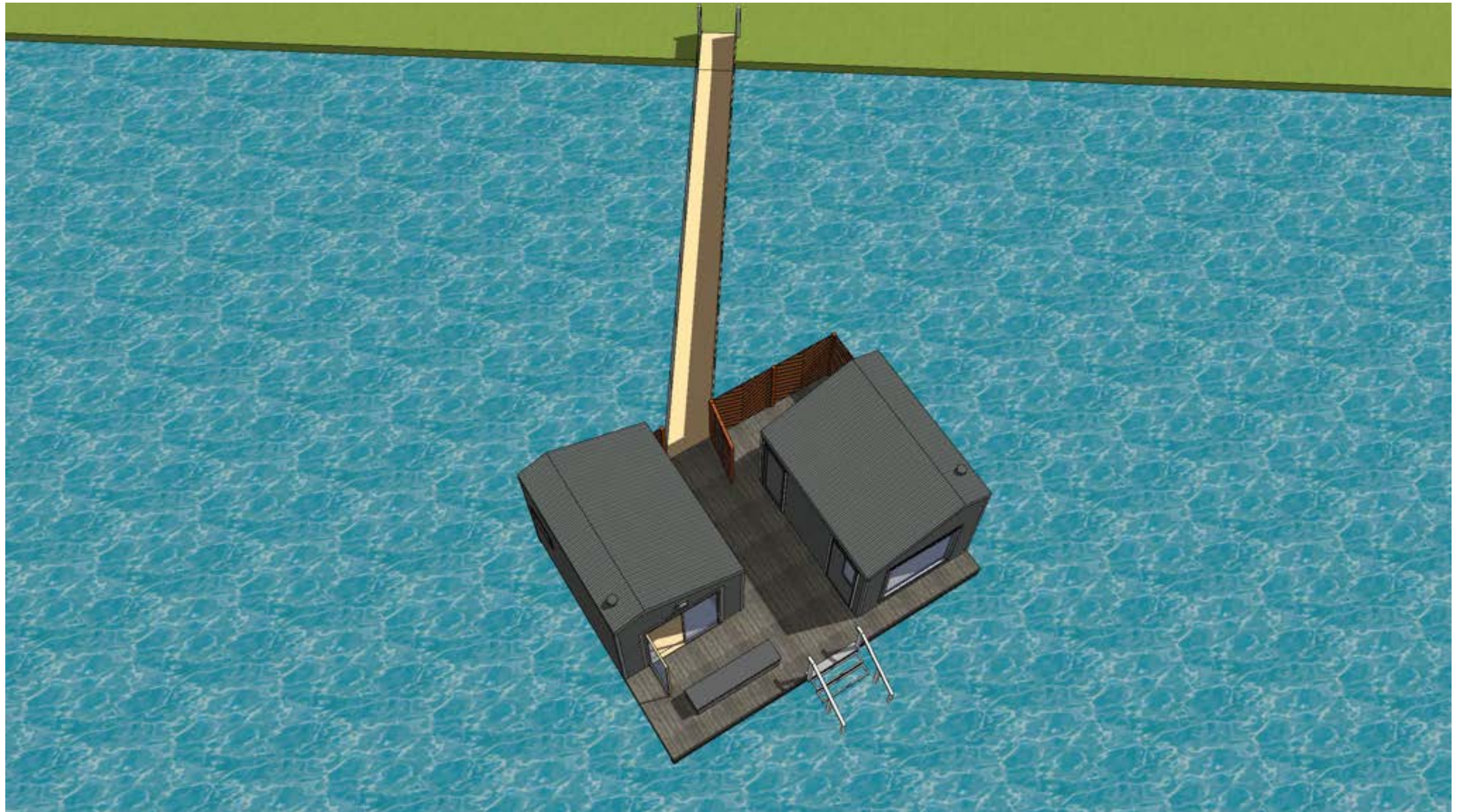


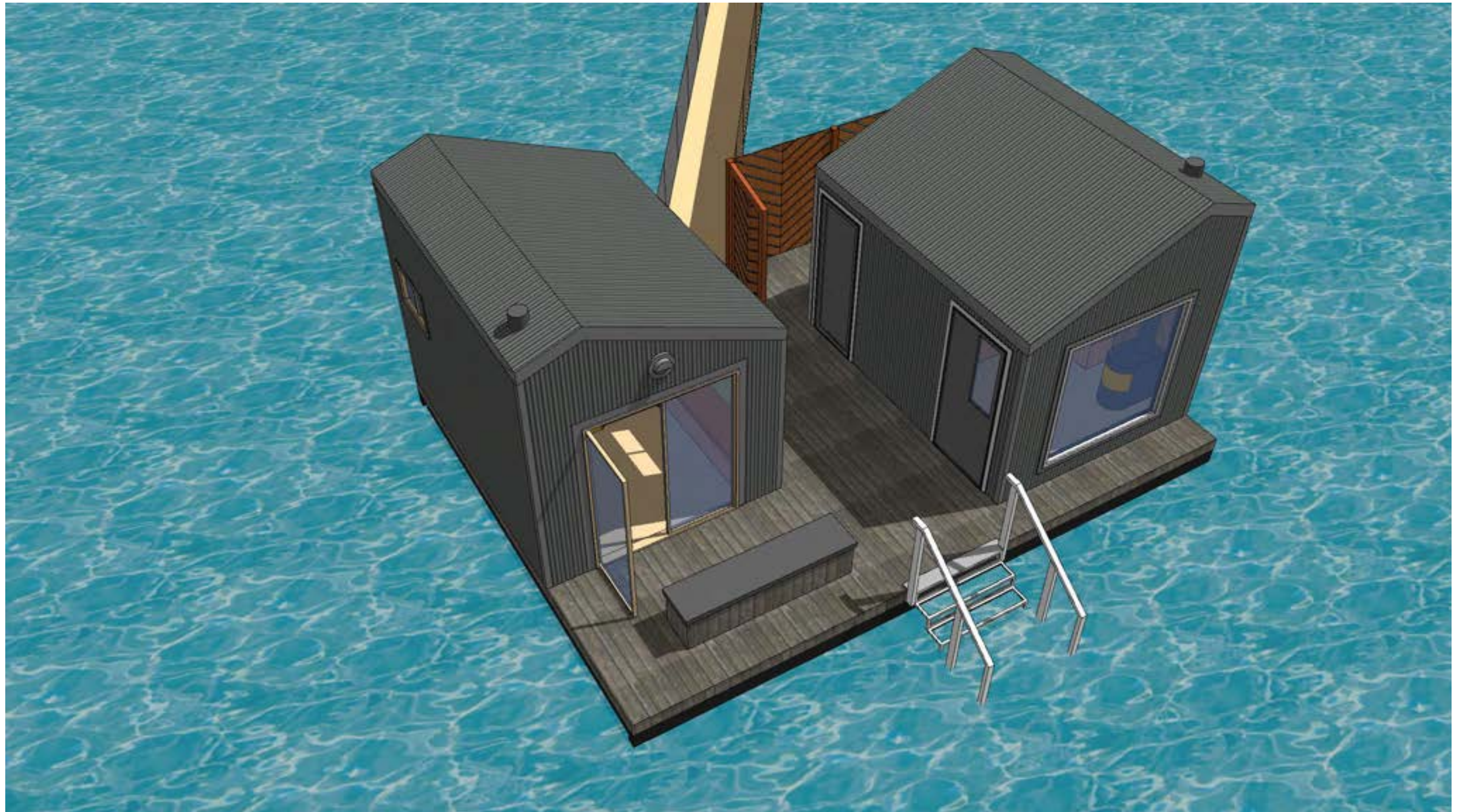


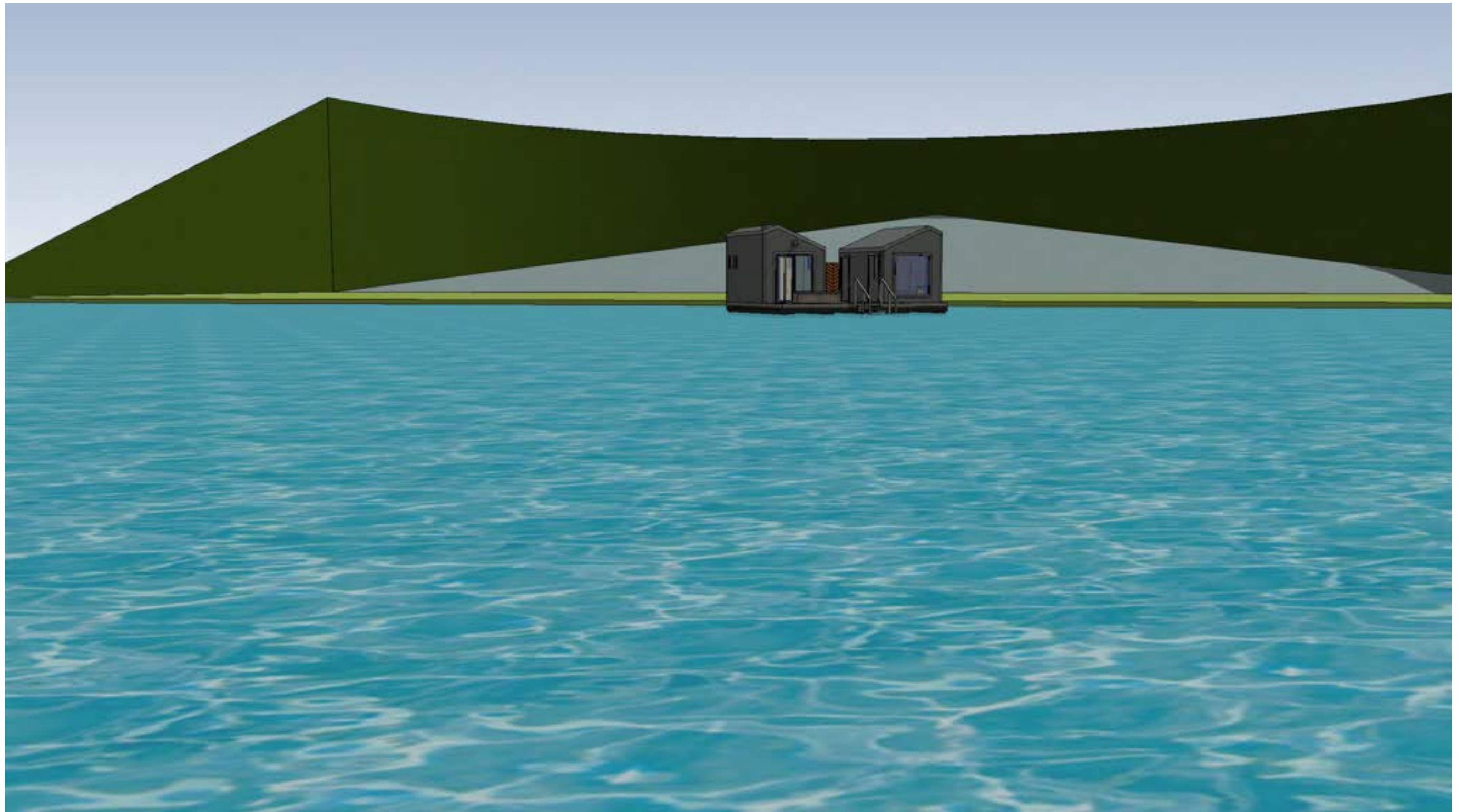












14.1

RISK APPETITE STATEMENT

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RISK APPETITE STATEMENT

Version No:	
Trim File No:	
Approval Date:	"To be completed after Procedure is adopted"
Approved By:	"To be completed after Procedure is adopted"
Department:	People and Governance
Service Plan Area:	Risk Management
Responsible Officer:	Executive Manager People and Governance
Next Review Date:	December 2024
Reliansys Obligation No:	"To be completed after Procedure is adopted"
Circulation	

Introduction

Indigo Shire Council (Council) recognises that risk exists in all aspects of its operations. Council is committed to building a robust risk management culture that supports all staff to 'Work with, and for our communities, to secure a healthy, sustainable, progressive future for all'. (2021 Council Plan)

Definitions

- *Current risk rating:* The most likely level of impact arising from a risk when taking into consideration the effectiveness of key current controls. Also described as the residual risk rating in some contexts.
- *Event:* The occurrence or change of a particular set of circumstances. An event can occur one or more times and can have several causes and several consequences. An event can also be something that is expected that does not happen or something that is not expected that does happen.
- *Objective:* The thing aimed at or sought
- *Opportunity:* Means a situation or thing that has the potential to help a person, property, environment or finances. It may also be a planned or unplanned benefit of seeking or achieving an objective.
- *Risk:* An uncertain event /situation that, if it occurs, will have a positive or negative effect on Councils ability to achieve objectives.
- *Risk Appetite:* The amount and type of risk that Council is willing to take in relation to achieving objectives. It can also be described as an organisation's risk capacity, or the maximum amount of risk it will accept after controls and other measures have been put in place.
- *Stakeholder:* A person, group or organisation that can either affect or be affected by the decisions or activities of Council.

Scope

This Directive applies to all activities undertaken by or on behalf of Council.

Reference to Current or Previous Council Plan/ Policy

This Directive supports:

- Action 5.5.3 of the Council Plan: Continue to develop Councils Risk maturity via continuous improvement of our Risk Management Framework, practices, reporting and culture
- Council to meet the commitments made in the Risk Management Policy

RISK APPETITE STATEMENT

Risk Appetite

In order to achieve its objectives, Council must be willing to accept some risks. Due to the complex and varied nature of Council's organisational activities a definitive risk appetite for each eventuality is not practicable. The establishment of a risk appetite statement based on Council's risk consequence categories allows for ongoing discussion and improvement.

Risk appetite is determined by the boundaries of what council is willing to accept in order to gain the benefits of opportunities. It also identifies the level of threat that is considered unacceptable.

The risk appetite is based on the current risk rating, that is, the rating that is most likely taking into consideration the effectiveness of key current controls.

The Risk Appetite Statement defines the amount and type of risk that Council is willing to take in relation to achieving objectives.

The Risk Appetite Statement is intended to guide decision making when determining which risks should be prioritised for treatment.

The primary means of determining which risks require further treatment is the acceptability criteria shown in Risk Management Policy and Appendix C of the Risk Management Framework.

If further prioritisation is needed to determine which unacceptable risks to address first, the following factors should be taken into consideration in addition to the current risk rating:

- How easily the risks can be influenced
- When the risk is likely to be realised
- The nature of the impact the risk will have on the objectives
- The type of risk or impacts e.g. safety, environment, financial, service delivery, etc
- How closely aligned the current risk rating is with the risk appetite statement
- The financial and other resource implications of treating or not treating the risk

RISK APPETITE STATEMENT

Indio Shire Council's Risk Appetite is based on its vision of "We will work with, and for our communities, to secure a healthy, sustainable, progressive future for all" and the guiding principles of:

- We champion sustainable action
- We are community centred
- We are strategic and proactive
- We are responsible and accountable
- We are future-fit



14.2

PRIVACY POLICY REVIEW 2024

1	Draft Privacy Policy 2024.....	129
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POLICY



Privacy Policy

Version No:	3
Trim File No:	T2/5[v2]
Approval Date:	To be completed when adopted
Approved By:	Council
Department:	People & Governance
Service Plan Area:	Governance
Responsible Officer:	Executive Manager People and Governance
Next Review Date:	May 2026
Reliansys No:	3798
Circulation	Councillors, Council staff and contracted service providers

PURPOSE

The Act requires that all organisations within the Victorian Public Sector (including councils), collect, disseminate and use any personal and health information in accordance with the prescribed Information Privacy Principles (IPPs).

The purpose of this policy is to guide and support the management of personal and health information collected by Council with regard to its obligations under all relevant legislation.

SCOPE

This policy is applicable to Councillors, Council staff and contracted service providers and volunteers.

Other stakeholders may be impacted by this policy, and include residents, ratepayers and other members of the community, whose personal information and health records are collected by Council.

Where conflict exists, neither this policy nor the *Privacy and Data Protection Act 2014* (the “Act”) prevail over any existing legislation.

POLICY

The responsible handling of personal and health information (‘information’) is a key aspect of democratic governance. Indigo Shire Council is committed to ensuring that information received by the Council is collected and handled in a responsible manner. Council’s privacy practices will comply with the the Privacy & Data Protection Act 2014, the Health Records Act 2001 and the Information Privacy Principles that are contained within.

Council is required to collect certain personal or health information relating to residents and ratepayers in accordance with legislation. The kind of information collected includes but is not limited to:

- names
- addresses, phone numbers and email addresses
- health information such as maternal health records, medical certificates

PRIVACY POLICY



- property details, banking information
- building plans

The information is collected in the course of Council's business, in carrying out its statutory functions and providing services to the community.

In certain circumstances, collected information may be shared with a third party contractor. Council will ensure that all third party contractors agree to abide by this policy and obligations under appropriate legislation.

POLICY DETAILS

Council:

- is mindful of the need to balance the public interest in the free flow of information with the public interest in protecting the privacy of personal and health information.
- implements the Information Privacy Principles ("IPPs") in the Privacy and Data Protection Act 2014 (Vic) ("the Act") and the Health Privacy Principles ("HPPs") in the Health Records Act 2001 (Vic) (jointly the "Privacy Principles").

Commits to Section 20 of the Privacy & Data Protection Act (2014) which states that: "an organisation must not do and act, or engage in a practice, that contravenes an Information Privacy Principle in respect of personal information collected, held, managed, used, disclosed or transferred by it".

Personal and health information will be collected in accordance with the Information Privacy Principles (IPPs) contained within Schedule 1 of the Act. The Information Privacy Principles may be accessed at <https://ovic.vic.gov.au/privacy/information-privacy-principles-full-text/>

Privacy Officer

Council's Governance Coordinator is the Privacy Officer. The Privacy Officer will assist Council in complying with its obligations under the Act and is authorised to provide advice and receive complaints and requests for access and correction.

Information Privacy Principles – Council's Obligations

All information collected by Council will be managed in accordance with each IPP, as listed in the next section. All councillors, employees and contractors must meet these obligations.

Principle 1 - Collection

Information will only be collected when it is necessary for specific and legitimate Council functions and activities. This information will be collected by fair and lawful means and in an unobtrusive manner.

We do this in a variety of ways, including:

- during conversations between individuals and our officers (face to face or via phone)
- when individuals access and interact with Council's website, social networking sites or send messages (SMS/MMS) to us. Council does not collect or hold credit card information for payments made online.

PRIVACY POLICY



- when individuals make an enquiry, provide feedback or complete an application form (online or in hard copy)
- via a Notice of Acquisition or voters' roll information from the Victorian Electoral Commission
- from other sources (ie referred from another entity or unsolicited).

Council may collect individuals' personal information for purposes including, but not limited to, the following:

- To contact individuals where it is necessary in order to provide services requested by them, such as replacing a damaged bin via our public interfaces.
- To contact individuals where it is necessary to resolve issues relating to Council services or functions.
- To contact people prior to a Council Meeting to confirm attendance and/or advise of any changes to the meeting details where they have made a submission for consideration or have been invited to the meeting.
- To supply people with material concerning Council initiatives and programs where you have supplied personal information to Council for this purpose. For instance, where you have opted to be included on a mailing list for a Council publication via our public interfaces.
- To facilitate the collection of Council fees and charges. For instance, we will use names and address details to forward rate notices.
- To enable payment for Council provided goods and services.
- To enable Council to undertake its law enforcement functions. For instance, Council collects information about you from Road Traffic Authorities to process parking infringement notices.
- To record/receive ideas, questions, complaints, and compliments from members of the public.

When collecting information, Council will advise the following:

- Why it is collecting the information
- How that information can be accessed
- The purpose for which the information is collected
- With whom the Council shares this information
- Any relevant laws
- The consequences for the individual if all or part of the information is not collected.

Information about a person will be collected only from that individual. However, in some circumstances, it may be necessary to collect information about a person from someone else. All reasonable steps will be taken to ensure that the individual is informed of their rights relating to the information collected.

Council employees should have a clear purpose for collecting each piece of information. Collecting information just because it may be useful in the future is not an appropriate practice under this policy.

PRIVACY POLICY



Documents that collect information that is being used for a specific purpose must include a privacy statement. Council's privacy statements will be included on the relevant document where information is requested (includes but is not limited to forms, website and correspondence requesting personal or health information).

Privacy statements should be provided to an individual prior to the collection of the information, and every time personal or health information is collected from an individual.

An example privacy statement is provided in Appendix 1.

Principle 2 - Use and Disclosure

Information about an individual will not be used or disclosed for a purpose other than the primary purpose for which it was collected, unless one of the following conditions specified in the Act applies:

- It is for a related purpose that the individual would reasonably expect
- Where Council has the consent of the individual to do so
- If, as defined in the Health Records Act, the individual is incapable of giving consent
- As required, or permitted by the Act or any other legislation such as the *Planning and Environment Act 1997*. It will do this strictly in accordance with the public availability requirements of those Acts, and consideration of these principles.

Council may disclose your personal information to other parties under certain circumstances, including but limited to:

- Other departments within Council (where necessary to assist in actioning a query)
- Other entities - where authorised or required by law (including but limited to Council's solicitors and consultants as part of a law enforcement function)
- debt collection agencies (for example, where you have failed to pay your property rates)
- law enforcement agencies, including the courts and the Victoria Police, in instances where Council is required to respond to a subpoena or provide information to assist a police investigation
- government agencies to enable them to advise you of works which may impact upon you or your property (such as road closures/reconstruction, underground drilling, property acquisition etc.)
- other individuals or organisations, only if Council believes that the disclosure is necessary to lessen or prevent a serious and imminent threat to an individual's life, health, safety or welfare or a serious threat to public health, safety or welfare.

Principle 3 - Data Quality

Reasonable steps will be taken to ensure that the information collected, its use and / or disclosures is accurate, complete and up-to-date.

Council is responsible for the quality of the information it holds for the period of time the information is held.

PRIVACY POLICY



Council will under section 39 of the *Freedom of Information Act 1982* assist any person who seeks amend a personal record where it is inaccurate, incomplete, out of date, or where it would give a misleading impression.

Principle 4 - Data Security

Reasonable steps will be taken to protect all personal and health information Council holds from misuse, loss, unauthorised access, modification or disclosure. Information that is stored electronically will be password protected and will be accessible only to the roles that require the information to perform their core function.

Staff, Councillors and contractors must not access or circulate any information held by Council (whether in hard or electronic copy), unless that information is directly relevant and required to perform their core function.

Hard copies of information are to be held in a secure location when not in use.

When the information is no longer needed, Council will take reasonable steps to lawfully and responsibly destroy or permanently de-identify it in accordance with the *Public Records Act 1973* and the relevant Retention and Disposal Authority from the Public Records Office Victoria.

Principle 5 - Openness

Council is committed to the Transparency Principles outlined in the *Local Government Act 2020*, and this commitment is articulated in its Transparency Policy.

The Privacy policy will be made publicly available to communicate how personal and health information is handled at Indigo Shire.

Council will, to the extent possible, provide individuals with general information on the types of information Council holds, and for what purposes and how it collects, holds, uses and discloses that information.

Internal access

The circumstances in which Council employees are entitled to have access to personal and health information held in particular classes of records will be determined by function and delegations.

Principle 6 - Access and Correction

Access to, or correction of personal affairs information is managed under the *Freedom of Information Act 1982*. Information on how to make a Freedom of Information request can be found on Council's website.

To access personal or health information, a request may be forwarded in writing to Council's Freedom of Information Officer. The applicant must provide their name, contact details and a description of the information they believe is inaccurate, incomplete, out of date or misleading.

There is no application fee for a request for an amendment. Council will provide the applicant support to submit a valid request where required.

Where information is held about an individual and the individual is able to establish that information is incorrect, Council will take reasonable steps to correct the information as soon as practicable but within **30 days** of the request. If, however, access or correction is denied, Council will provide reasons.

PRIVACY POLICY



In the event that Council and an individual disagree about the veracity of the information, Council will take reasonable steps to record a statement relating to the disputed information if requested by the individual.

Principle 7 - Unique identifiers

Unique identifying numbers will not be assigned, adopted, used, disclosed or required from individuals except for the course of conducting normal Council business or if required by law. Council will only use or disclose unique identifiers assigned to individuals by other organisations if the individual consents to the use and disclosure or the conditions for use and disclosure set out in the Act are satisfied.

Principle 8 - Anonymity

Individuals may, where it is lawful and practicable, take up the option of not identifying themselves when entering into transactions with Council.

There are circumstances where, if individuals choose to remain anonymous, this may limit Council's ability to process a complaint or other matter. Therefore, if a person chooses not to supply personal information that is necessary for the Council to perform its functions, Council reserves the right to take no further action on that matter.

Principle 9 –Trans-border Data Flows

The development of new technologies, such as the internet and the 'cloud' has meant that trans-border data flows between organisations have become more common (many cloud service providers are located outside Australia).

IPP9 does not prohibit the transfer of personal information outside of Victoria but it does place restrictions on when it can occur. This is because the ACT is a Victorian law and therefore the IPPs will not apply to organisations in a different state, territory or country.

Council will only transfer personal information outside of Victoria in accordance with the provisions outlined in the Act. While Council uses cloud computing services based outside Victoria, it has taken all reasonable steps to ensure that the information which it transfers will not be held, used or disclosed by the host of the information inconsistently with the Victorian IPPs. It also ensures the hosts/recipients are subject to laws and/or binding contractual arrangements that provide similar protections to that afforded under the ACT.

Principle 10 - Sensitive Information

An individual's sensitive information will not be collected except in circumstances specified under the Acts or in circumstances whereby such information is both directly pertinent and necessary to the specific, proper and legitimate functions of one or more of Council's activities.

Principle 10 and 11 – Health Records Act

If Council's Health Services were to be transferred or closed, Council will take reasonable steps to notify recipients of health services and notify them of the options to transfer their information to the new health service provider or a health service provider nominated by themselves or retain their own health records.

With consent from an individual, Council will provide a copy or written summary of their health information to a specified health service provider, on payment of a fee not exceeding the prescribed maximum fee and subject to the regulations.

PRIVACY POLICY



Complaints

Individuals may send written complaints directly to Council about a breach or perceived breach of privacy. A response to any complaint about privacy will be made as soon as possible (but no later than five business days). Council will investigate the matter, and will seek to resolve it within 30 days of receiving the complaint. A written response will be provided to the individual.

All complaints should be submitted to:
Privacy Officer
Indigo Shire Council
PO Box 28 Beechworth VIC 3747

or by email to info@indigoshire.vic.gov.au.

If an individual feels that their complaint has not been resolved to their satisfaction, they may lodge a further complaint with the Office of the Victorian Information Commissioner (OVIC).

Please note the Commissioner may decline to hear the complaint if the individual has not first made a complaint to Council.

To make a complaint to OVIC you must first download OVIC's privacy complaint form (available on the [OVIC website](#)), completing it and sending it to by post or email to:

Post: Office of the Victorian Information Commissioner
PO Box 24274
Melbourne VIC 3001
Email: enquiries@ovic.vic.gov.au

RELATED POLICIES AND DIRECTIVES

- Public Transparency Policy
- Freedom of Information Procedure
- CEO Directive - Information Management
- CEO Directive – Destruction & Disposal of Public Records
- CEO Directive – Security & Access of Council Records

RELATED LEGISLATION AND OTHER DOCUMENTS

- *Local Government Act 2020*
- *Privacy and Data Protection Act 2014*
- *Freedom of Information Act 1982*
- *Health Records Act 2001*
- *Charter of Human Rights & Responsibilities Act 2006*
- *Public Records Act 1973*

PRIVACY POLICY



REVIEW

The policy should be reviewed every two years.

The policy will be reviewed in line with Council's Community Engagement Policy.

Other trigger points that require an earlier review period of the policy or associated document/s include (but are not limited to):

- change in legislation which has a bearing on the document
- change in senior management
- change in Council's position on a particular subject area
- recommendation from a governance body (eg Audit and Risk Committee recommendation, Internal or External Audit Recommendation, integrity agency)
- quality assurance due to continuous improvement initiatives, and/or
- changes in Council's agreed service levels.

COMMUNICATION

Councillors and Employees

This policy will be publicly available on Council's website. It will also be available to Councillors and employees via the intranet and in the electronic library (TRIM). For existing Councillors and employees, a two yearly sign-off and participation in any scheduled training will be required. For new Councillors and employees, training and policy acknowledgement will be incorporated into the Induction package.

Contractors & Third Parties

Contractors and third parties will be provided with a copy of the policy as part of their Induction process. Existing contractors will be required to read the policy and sign an acknowledgement.

DEFINITIONS

Primary Purpose	The initial reason that the information was collected. The reasons explained to the provider of information.
Personal Information	Means information or an opinion (including information or an opinion forming part of a database) that is recorded in any form and whether true or not, about an individual whose identity is apparent, or can reasonably be ascertained, from the information or opinion, but does not include information of a kind to which the Health Records Act 2001 applies. Personal information includes a person's: <ul style="list-style-type: none"> ▪ name; ▪ address (residential, postal and/or email); ▪ telephone number (work/home/mobile); ▪ date of birth; ▪ signature; ▪ financial/business transactions with Council; ▪ pension number/Medicare card number;

PRIVACY POLICY



	<ul style="list-style-type: none"> ▪ photograph and/or video footage.
Sensitive Information	<p>Means recorded information or an opinion, whether true or not, about an individual's:</p> <ul style="list-style-type: none"> • Racial or ethnic origin; or • Political opinions; or • Membership of a political association; or • Religious beliefs or affiliations; or • Philosophical beliefs; or • Membership of a professional or trade association; or • Membership of a trade union; or • Sexual preference or practices; or • Criminal record
Health Information	<p>Means recorded information or opinion, whether true or not, about a readily identifiable individual (or an individual whose identity can be ascertained) that includes:</p> <ul style="list-style-type: none"> • The physical, mental or psychological health (at any time) of an individual; • The disability (at any time) of an individual; • An individual's expressed wishes about the future provision of health services to him or her; • A health service provided or to be provided to the individual; <p>Other personal and sensitive information collected (as considered by the ACT) if the Council business unit is considered to be a 'health service provider' (e.g. Maternal and Child Health, Immunisation etc.).</p>
Unreasonably intrusive	<p>Collecting personal information would be regarded as intrusive if it involves:</p> <ul style="list-style-type: none"> • Asking questions about sensitive personal affairs • Physical touching, observing personal movements or invading private property • Repeatedly and unnecessarily asking for the same personal information
Unique Identifiers	<p>Means an identifier (usually a number) assigned by an organisation to an individual uniquely to identify that individual for the purposes of the operations of the organisation but does not include an identifier that consists only of the individual's name. E.g. tax file number.</p>
Information Privacy Principles (IPP's)	<p>A set of principles defined in the Privacy and Data Protection Act 2014 that regulate how organisations such as the Council collects, holds, manages, uses, discloses or transfers personal information.</p>
Health Privacy Principles (HPP's)	<p>A set of principles defined in the Health Records Act 2001 (HRA) that regulate how a Council, when it is a health service provider collects, holds, manages, uses, discloses or transfers health information.</p>

PRIVACY POLICY



Public Register	Documents that are held by a Council and: <ul style="list-style-type: none"> • Are open to inspection by members of the public; • Contain information that a person or body was required or permitted by legislation to give the Council under an Act or regulation; and • Contain information that would be personal information if the document was not a generally available publication.
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VERSION CONTROL

Date	Review Details	Action
1 February 2024	<ul style="list-style-type: none"> • Added volunteers to scope • Updated title of Privacy Officer • IPP1 – added examples of when and why info is collected • IPP2 – added examples of third party disclosure • IPP6 – re-worded entire section • IPP8 – expanded anonymity section to include impact on council service delivery • IPP9 – re-wrote entire section to modernize policy • Complaints – added OVIC details • Added related policies • Expanded definitions • Added review details to version control table. 	<p>Presented to EMT 5 February</p> <p>Presented to Council Briefing 5 March. 28 May 2024</p> <p>Presented to Council Meeting 26 March and 25 June 2024 (adoption)</p>

14.3

ADVISORY COMMITTEE MINUTES

1	Indigo Environment Advisory Committee - 07 February 2024	140
2	Indigo Community Access Committee - 26 February 2024.....	146



Indigo Environment Advisory Committee meeting MINUTES

Our Vision:

We will work with our communities to secure a healthy, sustainable and progressive future for all.

HELD: Wednesday, 7th February, 2024, 6-8pm

LOCATION: Chiltern Hub, Chiltern

CHAIR: Cr Emmerick Teissl (until 6.45pm); Tim Smith (after 6:45pm)

REQUIRED TO ATTEND:	Ian Ellett	Director Infrastructure Services
	Sam Niedra	Coordinator Environment & Sustainability
	Maureen Rogers	Sustainability Projects officer
	Isla Fitridge	Climate Change & Environment Officer

1. WELCOME / CONFIRM ATTENDEES & APOLOGIES / ACKNOWLEDGEMENT OF COUNTRY

PRESENT

Cr Roberta Horne, Cr Emmerick Teissl (Chair) - left meeting 6:45pm, Tim Smith (Deputy Chair) - chaired the meeting after 6:45pm, Jane Roots (DEECA rep), Nicki Munro, Helen Robinson, Rik Thwaites, Tom Colcott, Nicki Munro, Ian Ellett, Sam Niedra, Maureen Rogers, Isla Fitridge.

Via Zoom: Meg Caffin (Urban Forest Consulting)

APOLOGIES

Peter Anfruns, Jan Milhinch, Chelsea Cherry, Philippa Noble.

Acknowledgement of Country: Cr Teissl

2. DECLARATION OF CONFLICT OF INTEREST

No conflict declarations.

3. CONFIRMATION OF PREVIOUS MINUTES

Resolution: The IEAC confirms the minutes of 6th December, 2023.

Moved: Jane Roots

Seconded: Helen Robinson

Noting that the action regarding roadside firewood wasn't mentioned in the minutes.



Appendix 1: Update of Actions listed – (Greyed areas confirmed as resolved and to be deleted)

DATE RAISED	ACTION	RESPONSIBLE	Due	Status /UPDATE
7/2/24	Urban Tree Canopy - Survey monkey set up to enable IEAC members capture insights into community attitudes toward trees and their general landscape. Value of trees paper to be circulated to IEAC.	Sam N/ Maureen R	ASAP	
7/2/24	Waste – Council to work with internal Comms to develop a communication on recycling. The IEAC to work with Council in the development of community engagement.	Jason P	By April 2024 Meeting	
7/2/24	Green bins – briefing paper to outline implications / critical issues / rationale for decision.	Ian E – provide prior to Council presentation	By April 2024 Meeting	
7/2/24	Strategic Planning session – Wed 28 th Feb, 2024	Tim S to prepare agenda	ASAP	
7/2/24	Develop an IEAC Member Skills Matrix	Maureen R / Tom C	By 28 Feb 2024	
8/2/23	Inland rail project - Jane R to identify speaker to update on the inland rail project – contact ARTC.	Jane R	By April 2024 Meeting	Jane R to report at April meeting - include in Agenda
8/2/23	Sam N to engage with IEAC on Naturally Cooler Indigo Project .	Sam N	DONE	Urban Tree Canopy Strategy has been put to tender and consultant appointed. Sam N to arrange for consultant to attend Feb 2024 meeting.



7/6/23	Sam N to invite Council's Waste Coordinator (Jason Perna) to talk about waste and recycling.	Sam N	DONE	Jason Perna invited to attend Feb 24 meeting.
7/6/23	E&S team to consider IEAC's review and summary of other councils' nature strip policies .	Jan M and Helen R	DONE	Motion 'To recommend Council develop a Nature Strip Policy, under the umbrella of the Naturally Cooler Indigo project.' Cr Teissl requested to take to Council. Review not in appropriate form for Council to receive.
2/2/22	Conservation Covenants Biodiversity W/Group to re-consider the conservation covenant proposal incl. EMT's feedback. Present a recommendation to a future Council Briefing.	Sam N, Rik T		W/G closed till further notice – 28/2/24. Nicki M informed IEAC that TFN Conservation Covenants are now exempt from land tax.
2/2/22	Dark Skies Policy Council Plan action. Planning has determined a Planning Scheme Amendment is required.		DONE	Ian E reported that the issue is still in progress according to Planning. (refer work plan for council action)
2/2/22	E&S team to consider how IEAC can best assist Council's Sustainable Procurement Working Group . <i>The Sustainable Procurement Working Group has been road testing assessment tools.</i>	Sam N (& internal group)	By April 2024 Meeting	IEAC members to be invited to attend a Sustainable Procurement Working Group meeting in early 2024.

4. CORRESPONDENCE

In: An IEAC membership application was received.

Out: None



IEAC MEMBERSHIP APPLICATION

The Chair closed to the meeting to the public to consider a new member application. This is defined as confidential information under section 3(f) of the Local Government Act 2020. This section applies because the information contains personal biographical details of a person not yet appointed to a Council committee, provided to the Council in confidence as part of a recruitment process. This is an unreasonable disclosure of personal information as they do not yet hold a Council position.

5. COUNCIL OFFICER UPDATE

Sam N circulated a report prior to meeting, which is taken as read.

Sam N introduced Isla and welcomed her to the E&S team.

In lieu of a strategic planning meeting to be held in March 2024, the Working Groups are drawn to a close.

6. OTHER BUSINESS / PRESENTATION

- **Urban Tree Canopy Strategy update**

Meg Caffin (Urban Forest consulting) has been engaged to develop Council's Urban Tree Canopy Strategy.

Meg outlined the engagement process, timeframes and broad aims the strategy. Consultation will start with a Council Briefing (13 Feb) and Council staff consultation (13/14 Feb). The community engagement strategy is being drafted currently, and IEAC is a key stakeholder group – any suggestions on how to engage specific demographics will be welcomed.

Jane R suggested engagement with landcare groups throughout the shire as they are committed to tree planting.

Rik T reinforced the significant difference between each of the townships throughout the shire, and how important it will be to make sure this is fully accounted for.

Helen R asked about the species selection in terms of pruning for power lines. Meg talked about the choice of species being based on structure where pruning is part of the picture. The strategy can be used to push/reinforce the need for underground powerlines.

ACTION: An on-line survey to be sent to IEAC members to capture any insights into community attitudes toward trees and their general landscape.

- **Waste update – Jason Perna (Coordinator Waste)**

Jason provided a written report containing data about the amount of waste we produce and how much is recovered. He also introduced information about the cross boarder waste collection contract. Refer to his tabled report for details.

The IEAC members had many questions about recycling options for a wide range of plastics, glass, aluminium, batteries etc. identifying a need for information in the community.

**ACTION:**

Jason to create a page of information about community recycling for the committee to help disseminate. Council to work with internal Comms to develop a communication mechanism. The IEAC to work with Council in the development of community engagement.

Ian E talked to item 3 in Jason P's report on the delivery of green bins to rural properties. Essentially rural and urban residents will be getting the same service as part of the new collection contract. Green bins will be provided to rural residents – the aim being to reduce food waste and organic matter going into landfill (which produces methane, a significant greenhouse gas). The issue of community push-back and changes in charges associated with waste collection was anticipated to be significant. The IEAC could provide support for Council's efforts.

ACTION: Ian E to provide the IEAC with a brief paper to obtain feedback prior to its submission to council. Briefing paper to include implications/ critical issues/ rationale for the decision.

- **IEAC Member Survey – Follow-up discussion**

Need to refocus on the IEAC workplan (updated workplan attached to agenda). Council elections are in October 2024. A new IEAC workplan will need to be produced and ratified by the new Council.

Rik T opened the discussion outlining the need to spend time strategising.

Tim S suggested the need for a special meeting focusing on how the committee wished to operate going forward (processes and governance), identifying priorities for the workplan.

Nicki M put forward the suggestion that it was the Terms of Reference and the IEAC's operating processes that needed to be considered as the main focus of a special meeting.

ACTION: A special meeting to be held Wed 28th Feb 6-8pm at The Pines, Beechworth. Tim S to prepare the agenda.

ACTION: Maureen R to work with Tom C to develop a skills matrix to be tabled at the special meeting.

- **Need for special interest group of IEAC on tree matters – an agenda item requested by Jan M.**

Sam N explained that given that the IEAC is planning to have a strategic planning/thinking meeting, we will have a new understanding of how we form specific interest groups and prioritise projects needs to be part of our strategic planning discussions.

7. MEETING REFLECTION / EVALUATION

Committee to identify items for reflection (*i.e Committee effectiveness, focused/relevant contribution by members*) – Suggest each attending member provide a score for each item.

Chair expressed a welcome to everyone for being back for the coming year.

Maureen R suggested that the IEAC establish some specific reflective questions for each member to respond to at the end of each meeting. This is to be discussed at the special meeting to be held on the 28th Feb.



Meeting Concluded: 8.00 pm

Next Meeting: Wednesday 3rd April 2024 – Council Chambers, The Pines, Beechworth

Informal meeting of Councillors (required for meetings that are closed to the public and have at least one Councillor in attendance) - TRIM Reference

SUMMARY OF RESOLUTIONS

Resolution	Moved	Seconded
The IEAC confirms the minutes of 6th December 2023.	Jane Roots	Helen Robinson

(Note: Confidential minutes are recorded in the same manner as above)



Indigo Community Access Committee meeting

Our Vision:

We will work with our communities to secure a healthy, sustainable and progressive future for all.

HELD: Monday 26 February 2024 at 1:00pm

LOCATION: Council Chambers, Rutherglen

CHAIR: Cr Sophie Price

REQUIRED TO ATTEND:	Cr Sophie Price	ISC Councillor
	Cr Peter Croucher	ISC Councillor
	Lanelle Bailey	Committee Member
	Jenny Birthisel	Committee Member
	Zoe Gephart	Committee Member
	Lindsey Jarvis	Committee Member
	Peter Royle	Committee Member
	Jan Toner	Committee Member
	Kellie Sutherland	Indigo Shire Council
	Mark De Campo	Indigo Shire Council
GUESTS:	Penelope McGuffike	Indigo Shire Council
	Jess Oldmeadow	Indigo Shire Council
	David Pendleton and Sophie Reece	Yackandandah Makers Guild
APOLOGIES:	Mark De Campo	

ITEM

1. **Acknowledgement of Country and welcome for the Chair**
2. **DECLARATION OF CONFLICT OF INTEREST**
none
3. **APOLOGIES**
Mark De Campo
4. **CONFIRMATION OF MINUTES FROM LAST MEETING**
RESOLUTION



That the Committee confirm the minutes of the previous meeting on Monday, 04 December 2023

Moved: Lindsay Jarvis

Seconded: Zoe Gephart

5. BUSINESS FROM LAST MEETING

Action: Provide upcoming schedule of 72 Hours Program workshops. Flyers circulated and Jess Oldmeadow invited to this meeting

6. The First 72 Hours Program

Jess gave overview of the program and how it speaks to community with Access needs.
Cr Croucher – What are you doing to reach the communities directly for promotion not just internet? Jess is working with hall committees to do direct community promotion including letterbox drop, O&M, libraires.

A suggestion was made to promote via Daily Mail for full council geographic reach.

ICAC will encourage people to come along and would like to hear any feedback received regarding Access and Inclusion in emergency planning that we can advocate for.

7. Yackandandah Makers Guild Grant application

David and Sophie from YMG gave overview of their project and application to the Regional Precinct and Partnerships Fund [Regional Precincts and Partnerships Program | Department of Infrastructure, Transport, Regional Development, Communications and the Arts](#)

They requested a letter of support from the ICAC for their grant application that communicated support for their project and a commitment to future consultation.

A motion was raised and supported by all committee members.

Action: Kellie will circulate Project overview information provided by David.

Action: Kellie will arrange for a letter of support to be signed by the Mayor or CEO as timeline does not allow for an ICAC letter to be approved.

8. Rutherglen Silo Precinct Update

Kellie updated that Public Realm Lab, the consultants for Rutherglen Silo Precinct, have included ICAC recommendations from 04 December 2023 meeting, and will present an update of the project at the 08 April 2024 meeting.

9. Infrastructure Update

Changing Places – Chiltern

- Concept Plan completed.
- Tendered in December for Design and construction.
- No Tenders received.
- ISC completing Detailed Design and will be tendering for construction in March.

Drinking Fountain – Beechworth

- Finalising custom design with fountain supplier
- Preferred Location in Laneway adjacent to Lemongrass Café is subject to confirming water and drainage connection.



Ramps for Rutherglen MCH and Chiltern Seniors

- Contractor about to be engaged for the works.
- Completion timeline approx. April/May

Sophie – Noted that the updates were insufficient to be able to provide input or feedback to. There is an expectation of Council that all works plans are seen by ICAC. ICAC require frequency of updates to be consistent and it is important to ICAC that infrastructure be at meetings in person.

Action: That Kellie requests the plans regarding the location of the water fountain in Laneway be circulated to ICAC for review.

Action: That Kellie communicates to Infrastructure that in person updates are the preferred method of communication to ICAC, and attendance is requested as often as possible.

10. Open All

Kellie – The Diversity, Equity and Inclusion Policy is progressing with an internal reference group providing feedback. Will come to ICAC as an external advisory to review in coming weeks. Soon work will begin on the Indigo Life Stages plan that ICAC will also be consulted on.

Penelope (on behalf of Mark De Campo)- Council has engaged CoFutures (urban planners, community engagement experts) to develop the Indigo Shire Public Toilet Strategy. Stakeholder and community engagement in April.

Action: Kellie will request to Mark DeCampo to line up their ICAC engagement for the 08 April meeting.

Lindsay- Shared the news of the Kergunyah Hall upgrade. The upgrade will bring the facility in line with accessibility standards and improve the space for community members of all ages to gather and connect.

Meeting Concluded: 2:36pm

Next Meeting: 26 February 2024

Location: TBC

SUMMARY OF RESOLUTIONS

Resolution	Moved	Seconded
That the Committee confirm the minutes of the previous meeting on Monday 04 December, 2023.	Lindsay Jarvis	Zoe Gephart
That the committee will provide a letter of support for the Yackandandah Makers Guild's application to the Regional	Zoe Gephart	Lanelle Bailey



Precinct and Partnerships fund		
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14.4

INFORMAL MEETINGS OF COUNCILLORS RECORDS

1	Informal Meeting of Councillors - Indigo Community Access Committee - 26 February 2024	151
2	Informal Meeting of Councillors - Finance Committee - 20 February 2024	153
3	Informal Meeting of Councillors - Council Briefing -20 February 2024.....	155
4	Informal Meeting of Councillors - Council Briefing -13 February 2024.....	157
5	Informal Meeting of Councillors - Planning Site Visit - Kerferd Road - Beechworth - 13 February 2024	160
6	Informal Meeting of Councillors - Planning Site Visit - 11 Albert Road - Beechworth - 13 February 2024	162
7	Informal Meeting of Councillors - Indigo Environment Advisory Committee - 07 February 2024	164
8	Informal Meeting of Councillors - Planning Site Visit -1627 Murray Valley Highway - Huon - 06 February 2024.....	175



INFORMAL MEETING OF COUNCILLORS RECORD

At the commencement of an applicable meeting, Council staff are required to identify that this is an Informal Meeting of Councillors as defined in Council's Governance Rules, and call for any Conflicts of Interest (Sections 126 - 131 *Local Government Act 2020*).

For additional information please refer to TRIM reference: INTERNAL20/7700

NOTE:

This Form MUST :

- a) be completed by the attending Council Officer
- b) TRIMmed to INFORMATION MANAGEMENT – Registers – Informal Meeting of Councillors (relevant year)
- c) completed record forwarded to the Governance Officer for inclusion in the next Meeting of Council and incorporated in the minutes.

MEETING DETAILS:

Meeting	Indigo Community Access Committee- closed meeting
Date:	Monday 26 February 2024
Time:	2:36pm
Meeting Location:	Rutherglen Council Chambers

IN ATTENDANCE: (circle / delete as appropriate)

	Name	Title
Councillors:	S Price	Mayor
	P Croucher	Cr
Officers:	Penelope McGufficke	Mgr Community Development (acting)
	Kellie Sutherland	Access and Inclusion Officer

**MATTER/S DISCUSSED/CONSIDERED AT THE MEETING:**

(Note: Conflicts of Interest must be disclosed and the person leave the assembly before discussion of the conflict matter (Sections 126 – 131 of the *Local Government Act 2020*))

CONFIDENTIAL ITEM – Recruitment of Committee member

Committee members received an application from Judith Dogherty. The committee members discussed Judith's extensive experience and skills that would be relevant and welcomed to the ICAC.

Resolution:

The Committee recommend that Council accept the nomination of Judith Dogherty to the ICAC.

Moved: Zoe Gephart

Seconded: Lanelle Bailey

All committee members in favour.

**CONFLICT OF INTEREST DISCLOSURES:
ITEM:**

Councillor	Time of departure	Time of re-entry
Officer	Time of departure	Time of re-entry

Record Author:

Kellie Sutherland



INFORMAL MEETING OF COUNCILLORS RECORD

At the commencement of an applicable meeting, Council staff are required to identify that this is an Informal Meeting of Councillors as defined in Council's Governance Rules, and call for any Conflicts of Interest (Sections 126 - 131 *Local Government Act 2020*).

For additional information please refer to TRIM reference: INTERNAL22/5863

NOTE:

This Form MUST :

- a) be completed by the attending Council Officer
- b) TRIMmed to INFORMATION MANAGEMENT – Registers – Informal Meeting of Councillors (relevant year)
- c) completed record forwarded to the Governance Officer for inclusion in the next Meeting of Council and incorporated in the minutes.

MEETING DETAILS:

Meeting	Finance Committee
Date:	20 February 2024
Time:	5.50pm
Meeting Location:	Beechworth Council Chambers and videoconference

IN ATTENDANCE: (circle / delete as appropriate)

	Name	Title
Councillors:	Sophie Price	Mayor
	Bernard Gaffney	Deputy Mayor
	Peter Croucher	
	Roberta Horne	
	Diane Shephard	
	Emmerick Teissl	
	Sue Gold	
Officers:	Trevor Ierino	Chief Executive Officer
	Greg Pinkerton	Director Planning & Corporate Services
	Carolyn Lingham	EA Planning & Corporate Services

**MATTER/S DISCUSSED/CONSIDERED AT THE MEETING:**

(Note: Conflicts of Interest must be disclosed and the person leave the assembly before discussion of the conflict matter (Sections 126 – 131 of the *Local Government Act 2020*))

January Finance report

Verbal updates on:

- Budget preparation
- Quarter 2 review
- Valuations
- Borrowings

CONFLICT OF INTEREST DISCLOSURES:

ITEM:

Councillor	Time of departure	Time of re-entry
Officer	Time of departure	Time of re-entry

Record Author: Carolyn Lingham



INFORMAL MEETING OF COUNCILLORS RECORD

At the commencement of an applicable meeting, Council staff are required to identify that this is an Informal Meeting of Councillors as defined in Council's Governance Rules, and call for any Conflicts of Interest (Sections 126 - 131 *Local Government Act 2020*).

For additional information please refer to TRIM reference: INTERNAL20/7700

NOTE:

This Form MUST :

- a) be completed by the attending Council Officer
- b) TRIMmed to INFORMATION MANAGEMENT – Registers – Informal Meeting of Councillors (relevant year)
- c) completed record forwarded to the Governance Officer for inclusion in the next Meeting of Council and incorporated in the minutes.

MEETING DETAILS:

Meeting	Council Briefing
Date:	20/2/2024
Time:	2.30pm
Meeting Location:	Council Chambers, 2 Kurrajong Way, Beechworth

IN ATTENDANCE: (circle/delete as appropriate)

Councillors:	Cr Sophie Price	Mayor
	Cr Bernard Gaffney	Deputy Mayor
	Cr Peter Croucher	Councillor
	Cr Sue Gold	Councillor (online)
	Cr Roberta Horne	Councillor
	Cr Diane Shephard	Councillor
	Cr Emmerick Teissl	Councillor

Officers:	Trevor Ierino	Chief Executive Officer
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Ian Ellett	Director Infrastructure Services
Greg Pinkerton	Director Planning & Corporate Services
Sally Rice	Director Community & Economic Development
Mel Collis	Executive Manager Customer Experience and Engagement
Carla Hanlon	Executive Manager People & Governance

MATTER/S DISCUSSED/CONSIDERED AT THE MEETING:

(Note: Conflicts of Interest must be disclosed and the person leave the assembly before discussion of the conflict matter (Sections 126 – 131 of the *Local Government Act 2020*))

- Councillor And CEO Update
- Murray To Mountains Rail Trail Enhancements Project Update
- Capital Works Monitor
- Local Government Reforms 2024 Consultation Paper
- February Council Meeting - Draft Agenda Review
- Councillor Committee Reports
- Upcoming Schedules - Briefing And Council Meetings
- Actions From Previous Meetings

CONFLICT OF INTEREST DISCLOSURES:

ITEM:

nil

Councillor	Time of departure	Time of re-entry
Officer	Time of departure	Time of re-entry

Record Author: Carla Hanlon



INFORMAL MEETING OF COUNCILLORS RECORD

At the commencement of an applicable meeting, Council staff are required to identify that this is an Informal Meeting of Councillors as defined in Council's Governance Rules, and call for any Conflicts of Interest (Sections 126 - 131 *Local Government Act 2020*).

For additional information please refer to TRIM reference: INTERNAL20/7700

NOTE:

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- a) be completed by the attending Council Officer
- b) TRIMmed to INFORMATION MANAGEMENT – Registers – Informal Meeting of Councillors (relevant year)
- c) completed record forwarded to the Governance Officer for inclusion in the next Meeting of Council and incorporated in the minutes.

MEETING DETAILS:

Meeting	Council Briefing
Date:	13/2/2024
Time:	2.30pm
Meeting Location:	Council Chambers, 2 Kurrajong Way, Beechworth

IN ATTENDANCE: (circle/delete as appropriate)

Councillors:	Cr Sophie Price	Mayor
	Cr Bernard Gaffney	Deputy Mayor
	Cr Peter Croucher	Councillor
	Cr Sue Gold	Councillor (online)
	Cr Roberta Horne	Councillor
	Cr Diane Shephard	Councillor
	Cr Emmerick Teissl	Councillor

Officers:	Trevor Ierino	Chief Executive Officer
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Ian Ellett	Director Infrastructure Services
Greg Pinkerton	Director Planning & Corporate Services
Sally Rice	Director Community & Economic Development
Mel Collis	Executive Manager Customer Experience and Engagement
Carla Hanlon	Executive Manager People & Governance
Annabel Harding	Governance Coordinator

MATTER/S DISCUSSED/CONSIDERED AT THE MEETING:

(Note: Conflicts of Interest must be disclosed and the person leave the assembly before discussion of the conflict matter (Sections 126 – 131 of the *Local Government Act 2020*))

-
- 4.1 Councillor and CEO Update
 - 5. briefing notes
 - 5.1 Urban Tree Canopy Strategy Update
 - 5.2 Investment Incentive Policy (Review)
 - 5.3 Tiny Towns And Council Support Package Grant Activity
 - 5.4 Monthly Planning Update
 - 6. General Business
 - 6.1 Councillor Committee Reports
 - 6.2 Upcoming Schedules - Briefing and Council Meetings
 - 6.3 Actions From Previous Meetings
-

CONFLICT OF INTEREST DISCLOSURES:

ITEM:

nil

Councillor	Time of departure	Time of re-entry
Officer	Time of departure	Time of re-entry



Record Author: Annabel Harding



INFORMAL MEETING OF COUNCILLORS RECORD

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MEETING DETAILS:

Meeting Site visit – Lake Sambell - Kerferd Road, Beechworth (PP23-0127)

Date: 13 February 2024

Time: 1:00 pm

Meeting Location: As above

IN ATTENDANCE: (circle / delete as appropriate)

	Name	Title
Councillors:	B Gaffney	
	P Croucher	
	S Price	
	E Teissl	
	R Horne	
	J Price	
	S Gold	



Officers:

James Turner

Manager Planning & Statutory Services

MATTER/S DISCUSSED/CONSIDERED AT THE MEETING:
(Note: Conflicts of Interest must be disclosed and the person leave the assembly before discussion of the conflict matter (Sections 126 – 131 of the *Local Government Act 2020*))

Planning application to be presented at a future Council Meeting.

CONFLICT OF INTEREST DISCLOSURES:
ITEM:

Councillor	Time of departure	Time of re-entry
Officer	Time of departure	Time of re-entry

Record Author: James Turner



INFORMAL MEETING OF COUNCILLORS RECORD

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MEETING DETAILS:

Meeting Site visit – 11 Albert Road, Beechworth (PP23-0172)

Date: 13 February 2024

Time: 12:30 pm

Meeting Location: As above

IN ATTENDANCE: (circle / delete as appropriate)

	Name	Title
Councillors:	B Gaffney	
	P Croucher	
	S Price	
	E Teissl	
	R Horne	
	J Price	
	S Gold	



Officers:

James Turner

Manager Planning & Statutory Services

MATTER/S DISCUSSED/CONSIDERED AT THE MEETING:
(Note: Conflicts of Interest must be disclosed and the person leave the assembly before discussion of the conflict matter (Sections 126 – 131 of the *Local Government Act 2020*))

Planning application to be presented at a future Council Meeting.

CONFLICT OF INTEREST DISCLOSURES:
ITEM:

Councillor	Time of departure	Time of re-entry
Officer	Time of departure	Time of re-entry

Record Author: James Turner



Indigo Environment Advisory Committee meeting

Our Vision:

We will work with our communities to secure a healthy, sustainable and progressive future for all.

HELD:	Wednesday 7 th February 2023, 6-8pm
LOCATION:	Council Chambers – The Pines, Beechworth
CHAIR:	Cr Emmerick Teissl

REQUIRED TO ATTEND:

Ian Ellett	Director Infrastructure Services
Sam Niedra	Coordinator Environment & Sustainability
Helen Jones	Sustainability Projects Officer
Flo Meredith	Climate Change & Environment Officer
Shawn Uppal	Coordinator Waste

ITEM

1. WELCOME / CONFIRM ATTENDEES & APOLOGIES / ACKNOWLEDGEMENT OF COUNTRY

PRESENT

In person: Cr Emmerick Teissl (Chair), Cr Roberta Horne Tim Smith (Deputy Chair), Jan Milhinch, Peter Kenyon, Sam Niedra, Ian Ellett, Flo Meredith, Rik Thwaites (left meeting at 7:03pm), Helen Robinson, Nicki Munro and Peter Anfruns.

Via zoom: Chelsea Cherry, Jane Roots, Philippa Noble.

APOLOGIES

Shawn Uppal (Coordinator Waste), Adam Kimball (Manager Assets & Property), Helen Jones, Sue Berwick, Diane Shephard (observer).

An acknowledgment of Country was not provided.

2. DECLARATION OF CONFLICT OF INTEREST

Jane R – employed by DEECA

Nicki M – employed by Trust for Nature

Flo M – Board member of Beechworth Community Early Learning Centre – grant applicant

Rik T – Committee member of Totally Renewable Beechworth (TRB) - grant applicant



3. CONFIRMATION OF MINUTES FROM LAST MEETING (7th December 2022)

RESOLUTION

That the Committee confirm the minutes of the previous meeting on 7th December 2022.

Moved: Jane Roots

Seconded: Peter Kenyon

BUSINESS FROM LAST MEETING

An update on the Actions listed in Appendix 1 of the Agenda was as follows:

DATE RAISED	ACTION	RESPONSIBLE	DUE	STATUS
02/02/2022	1. Biodiversity Working Group to re-consider the conservation covenant proposal accounting for EMT's feedback, and present a recommendation to a future Council Briefing. <i>Bio WG keen to progress prior to next meeting.</i>	Biodiversity Working Group (Sam N/Rik T)	Feb 2023	Carried forward
02/02/2022	2. Peter K & Planning WG to develop a paper with recommendations regarding good Dark Skies policy, using other councils as examples. <i>Key vacancies in Council's Planning Team have been filled and the GMCA's Sustainable Subdivisions Planner has started – parties are meeting on 13/12 and Dark Skies will be on the agenda.</i>	Planning WG		Carried forward
02/02/2022	3. E&S team to consider how IEAC can best assist Council's Sustainable Procurement Working Group. <i>Sam N to update Energy WG on progress of Council's informal Sustainable Procurement Working Group.</i>	SN (& internal group)		In progress
05/10/2022	4. Inland Rail project update to be given at December IEAC meeting by DELWP and Council (Jane R to follow-up).	Jane Roots	Dec '22 meeting	Carried forward
05/10/2022	5. Interested IEAC members to meet in early Nov to discuss Climate Change Policy review (Jane to discuss with Chelsea and organise a meeting). <i>Chelsea C & Jane R to meet with Sam N to progress.</i>	Jane Roots Chelsea Cherry	Dec '22 meeting	Carried forward

4. CORRESPONDENCE

IN:

OUT:

5. COUNCIL OFFICER UPDATE

A written report (refer to Attachment 1) was provided by Sam N prior to the meeting, and the following were highlighted at the meeting:

- Council's Community Sustainability Grants Program.



- Kausal (Council's climate action platform).
- Council's 2023/24 budget survey.
- IEAC recommendations (x2 – Roadside firewood, Cities Power Partnership pledges).
- Lake Sambell water quality monitoring program.

DISCUSSION:

- Monitoring of Lake Sambell may lead to need for different management options (e.g. re-instate flows from Spring Creek).
- Naturally Cooler Indigo project clarification – status (consultation and strategy, stakeholder engagement plan). IEAC is a key stakeholder in project.
- EV Chargers – status update on chargers and EVs, training days/awareness raising amongst staff, plant and fleet transition.
- Cities Power Partnership (CPP) pledges update: report going to Council Briefing – date yet to be confirmed. IEAC representation will be required, given that the recommendation is from the committee. Stretch goals rather than items we are doing already.
- Roadside firewood: report going to Council Briefing – date yet to be confirmed. IEAC representation also required at Council meeting.

ACTIONS:

- Ian E to clarify Conflict of Interest (COI) with Trevor Ierino (CEO) in relation to Community Sustainability Grant evaluation process.
- Environment & Sustainability team to update IEAC regularly and invite IEAC to comment on Naturally Cooler Indigo project.

6. WORKING GROUP UPDATES

The three IEAC working groups (Biodiversity, Energy, and Planning) were asked to update progress against the IEAC Work Plan. The Work Plan was updated accordingly and will be circulated with the meeting minutes.

- **Biodiversity Working Group** - no report provided.
- **Energy Working Group**
Met to outline community guides; switching to briefs that link to info on web. Plan to develop five in time for Totally Renewable Beechworth's Home Energy Efficiency Day – planned for Saturday 29 April 1-5pm at Quercus. Guest speaker: trainer energy efficiency inspections.

Discussion:

Albury City Council is providing funding for residential heat pump, insulation, energy efficiency upgrades – Green Energy Fund.

ACTION:

Rik T and Chelsea C to meet and collate information about green energy funds of other Councils.

- **Planning Working Group** - no report provided.

7. OTHER BUSINESS

- Discuss future presentations and presenters at each meeting and develop a forward planning 'presentation' schedule.



- Awaiting discussions/presentations with Planning staff – Strategic Planner. Simon Blackwell (shared resource) and James are also resources to IEAC. Value in out-of-session meeting for IEAC reps interested in Dark Skies and Planning.
- Sustainable Development Planner resource (Simon Blackwell) – nutting out a work plan (Sustainable Subdivisions, past applications), ESD Policy.

ACTIONS:

- Sam N to approach James Turner about out of session meeting.
- Sam N to invite Planning to next meeting
- Sam N to invite Shawn Uppal (Waste Coordinator) to next meeting.
- Jane R to invite a speaker (Wendy Sherlock – DEECA) to provide an update on the Inland Rail project.
- Climate Change Policy – FM & SN: opportunity to update space, involve other areas, check status, loop in other strategic documents and plans. Avoiding long document; four pages is good target. Process to follow on Policy revision; getting feedback from IEAC and community consultation is part of process. Chelsea C asked if the name of the Climate Change Policy could be changed to have a more active voice in the title. Ian E explained that the original policy was enabling, the new policy will reflect a new phase of maturity.
- Website updates - updates required to website so that Environment is more visible. Sam N explained that Council's Kausal platform will supersede some of the existing content on our website.
- Tree Management – Jan M discussed that Council's Tree Management Plan (2010) is old and the list of tree species is not necessarily appropriate for our changing climate. The Naturally Cooler Towns project (March 2022) – of which Council was participating council – developed a species list that is exhaustive and more relevant.

ACTIONS:

- Jan M to circulate Dr Greg Moore presentation in Benalla (on 22nd Feb) to IEAC members.
- Sam N to engage with IEAC (relevant working group) on draft scope of Urban Tree Canopy Strategy.
- Sam N to engage with IEAC (relevant working group) on Naturally Cooler Indigo Towns project.
- Chelsea C to email Sam with contacts for updating climate change policy.

8. MEETING REFLECTION / EVALUATION

Not addressed

Meeting Concluded:

7:56 PM

Next Meeting:

Wednesday 5th April 2023

Chiltern Hub if facilities accommodate Zoom (EV

4



Carpool)

Meeting locations must have facilities with capabilities for Zoom meetings, or time them so that all members can attend.

SUMMARY OF RESOLUTIONS

Resolution	Moved	Seconded
That the Committee confirm the minutes of the previous meeting on 7 th December 2022.	Jane R	Peter K

(Note: Confidential minutes are recorded in the same manner as above)

**ATTACHMENT 1:****COUNCIL OFFICER UPDATE****Indigo Environment Advisory Committee (IEAC)****8 February 2023 Meeting – report by Sam Niedra**

ORGANISATIONAL	Relation to Council Plan (2021-25) -refer to back page.
<p><u>Council</u></p> <ul style="list-style-type: none"> Council has completed its annual Budget Survey process. Each directorate and business unit is now reviewing the feedback for consideration in developing the 2023/24 budget. Flo M has compiled and summarised feedback related to the E&S, and this will inform the development of the 2023/24 budget. <p><u>Staffing</u></p> <ul style="list-style-type: none"> This reporting period was impacted by staff taking leave over the Christmas/new year period. Ewen Oldmeadow (Manager Capital Works and Waste) is leaving Council on 10th March 2023, after four years. 	<p>Strategic objective 4.1</p> <p>Strategic objective 4.2</p>
CLIMATE ACTIONS AT COUNCIL	
<p>Below are some of the climate actions that Council is taking within the organisation during the reporting period:</p> <p><u>TRACKING COUNCIL'S CORPORATE EMISSIONS:</u></p> <p>TRELLIS</p> <ul style="list-style-type: none"> Council is continuing to add Scope 3 emissions (75% of our total emissions) to Trellis with the aim of automating processing of Scope 3 emissions as much as possible. Council is working towards understanding the Scope 3 emissions generated from leased facilities and facilities run by Committees of Management (e.g. many sporting facilities and halls). This involves working with leaseholders and asset managers to gain access to utilities invoices and also presents an opportunity to discuss energy efficiency, energy generation and switching to renewable energy providers. Trellis and our assets management platform software are now able to 'talk to each other' via common facility IDs. This is the foundation for larger buy-in from facility managers, project managers, and fleet managers. <p><u>TRACKING AND COMMUNICATING COUNCIL'S CLIMATE ACTION:</u></p>	<p>Strategic objective 4.1</p> <p>Strategic objective 4.2</p>



<p>KAUSAL</p> <ul style="list-style-type: none"> • Council's Kausal platform is continuing to be refined, and key staff inducted. • E&S is aiming to 'launch' the platform in March – date TBC. • When launched, Indigo's Kausal platform will have visibility to external audiences. <p>EMISSIONS REDUCTION PROJECTS:</p> <p>Below are some of the climate actions being undertaken at Council:</p> <p>Sustainability Victoria (SV) funding for energy efficiency projects</p> <ul style="list-style-type: none"> • \$33k funding via SV's Community Climate Change & Energy Action Program. • Chiltern Athenaeum (solar and climate control system) and Tangambalanga (solar and battery). • In progress, to be completed in 2022/23. <p>30 kW solar PV installation at The Pines, Beechworth.</p> <ul style="list-style-type: none"> • Heritage Victoria approvals for a 30kW ground mounted solar PV system at The Pines (Council's Beechworth Offices) for procurement / installation in 2022/23. • A heritage permit application is being submitted. • Project to be completed in 2022/23. <p>Council fleet – EVs and EV chargers</p> <ul style="list-style-type: none"> • \$28,352 funding received via the Victorian Government's EV Charging for Council Fleets program. • Capital works has begun work on the (7) 22kW EV chargers at Council officers and depots (for Council fleet only). • The project is due for completion in 2022/23. 	
<p>CLIMATE ACTIONS IN OUR COMMUNITY</p>	
<p>Below are some of the climate actions that Council is taking in the community during the reporting period:</p> <p>Community Sustainability Grants Program</p> <ul style="list-style-type: none"> • 2022/23 Program was open to receive applications between 26th October and 14th December 2022. • 7 applications were received, from 7 different organisations. • 4 applications were from 'new applicants' • 2 applications were received from Rutherglen, 3 applications from Beechworth, 1 from Tangambalanga and 1 from Osbornes Flat. • The total funding amount requested of Council is \$28,092.80. • The applications reflected a reasonable geographic spread across the Shire. • The applications were assessed by Council officers (Helen Jones, Flo Meredith, Sam Niedra) and two members of IEAC (Rik Thwaites, Tim Smith). <p>Naturally Cooler Indigo Project - <i>fast tracking urban tree canopies in Indigo Shire's towns.</i></p>	<p>Strategic objective 4.1</p> <p>Strategic objective 4.2</p>



<ul style="list-style-type: none"> • Council has secured a \$160,000 grant via Emergency Management Victoria's Risk and Resilience Grants Program. • This is a 2-year project involving an Urban Tree Canopy Strategy (a 2022/23 Council Plan action), tree canopy gap analysis of our towns, and upscaling of our street and park tree planting to plant 600+ 'climate-ready' tree species over the next 2 years. • This project follows the <i>Naturally Cooler Towns Project</i> facilitated by the Goulburn Murray Climate Alliance (GMCA) in 2021/22. • Funding agreement has been signed and returned. • A project inception meeting was held on 6/02/2023. <p>Public access EV chargers</p> <ul style="list-style-type: none"> • Council is continuing to support the installation of the 50kW public access charger at Beechworth (Burke Museum) by Evie Network – currently in planning. A planning permit application was lodged on 9th September 2022. <p>Funding application – Beechworth Football & Netball Club</p> <ul style="list-style-type: none"> • The Council-supported funding application by Beechworth Football & Netball Club to Bushfire Recovery Victoria (BRV) was unsuccessful. • The application was for a solar PV and battery project at Baarmutha Park Function Centre. <p>Home Energy Kits</p> <ul style="list-style-type: none"> • User guide being developed in partnership with Alpine Shire Council. <p><u>Council's Memberships / Partnerships</u></p> <p>Goulburn Murray Climate Alliance (GMCA)</p> <ul style="list-style-type: none"> • Simon Blackwell (Sustainable Subdivisions Planner) has commenced in the shared resource role to assist member Councils (including Indigo) with Sustainable Subdivisions Framework. This is a GMCA and DELWP funded position, auspiced by Murrindindi. • Council's Planning and Environment & Sustainability teams have been having virtual meetings with Simon, and he has met staff and Sandy and Anne Geddis in early January to learn more about and advise their Sustainable Subdivision project in Beechworth. <p>Cities Power Partnership (CPP)</p> <ul style="list-style-type: none"> • Council is yet to commit to 5 pledges https://citiespowerpartnership.org.au/action-pledges/. • IEAC's recommendation is going to Council briefing – date TBC. <p><u>Other</u></p> <p>Climate Change Policy (2019)</p> <ul style="list-style-type: none"> • Due for review and updating. This will include a process for public feedback. IEAC's feedback will be sought (refer to the attached Climate Change Policy 2019). 	
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MANAGING THE NATURAL ENVIRONMENT	
<p>Below are some of the actions that Council is taking to manage our natural environment during the reporting period:</p> <p><u>Roadside weed and pest animal program</u></p> <ul style="list-style-type: none"> The 2022/23 program received three submissions and has been awarded to: <ul style="list-style-type: none"> G&T Weed Management (West half of the shire) Gray's Farm Friends (East half of the shire) The Program has initially been targeting Serrated Tussock, St Chilean Needle Grass, St John's Wort, Ox Eye Daisy and other listed noxious weeds. For the list of noxious weeds targeted in the program visit https://www.indigoshire.vic.gov.au/Residents/Environment-and-Sustainability/Weeds-and-pest-animals. <p><u>Water Quality Lake Sambell (Beechworth)</u></p> <ul style="list-style-type: none"> Council has added the lake to DELWP's state-wide Water Quality Monitoring Program. This was done following the mass up-rooting of native Eel Grass in March and major flooding in November 2022. Council has been annually testing for Blue-green Algae in late summer, but this program will provide monthly data on a range of water quality parameters (BGA, phosphorous, nitrogen, TSS). <p><u>Revegetation Projects / National Tree Day 2023</u></p> <ul style="list-style-type: none"> Council is yet to reach out to community groups for 2023 NTD projects. Projects / Groups currently supported by Council include BULS at Lake Sambell, Beechworth – projects at the Clay Banks and Beechworth Bush Botanical Gardens. <p><u>Roadside Markers – Council Roadside Vegetation Management</u></p> <ul style="list-style-type: none"> Installation of the posts will occur over the first half of 2023. <p><u>Glovebox Guide – Council Roadside Vegetation Management</u></p> <ul style="list-style-type: none"> Council's 'Glovebox Guide' is still in draft nearing completion – project will be finalised in early 2023. <p><u>Conservation Covenants</u></p> <ul style="list-style-type: none"> No further progress to report. <p><u>Firewood</u></p> <ul style="list-style-type: none"> Council's roadside firewood collection period is currently CLOSED. IEAC's recommendation is going to Council briefing – date TBC 	<p>Strategic objective 4.3</p> <p>Strategic objective 4.4</p>
MANAGING WASTE	
<p><i>Update provided by Shawn Uppal (Waste Coordinator)</i></p> <p><u>Single use plastic ban</u></p>	<p>Strategic objective 4.5</p>



- The Victorian Government banned the sale and supply of single-use plastic. This ban came into effect from 1st Feb 2023.
- The ban includes plastic items made from conventional, degradable and compostable materials, including bioplastics.
- EPA is responsible for compliance and enforcement activities. They will support businesses and organisations to understand their obligations and comply with the ban. It is the responsibility of all businesses and organisations to understand and comply with the ban. EPA takes an escalating approach to non-compliance. Maximum penalties of up to \$11,095.20 for persons or up to \$55,476 for body corporates can be enforced for those who do not comply with the ban.

Fluorescent Bin

A bin was introduced to separate Fluro, CFL bulbs, fluorescent tubes from our E-Waste just before Christmas for our Transfer stations. It's been really effective from a diversion point of view.

Bin Audit

- Shawn U (Waste Coordinator) and David P (Waste Officer) conducted a Bin audit shire wide which included Bin enclosures data, quality of bins, location etc.
- We are working with the heritage department regarding bin enclosure designs. Hopefully by next month we should have more information on the designs.

Waste Contract

The evaluation team is evaluating the tenders received.

MRF report

Council hasn't received the Materials Recovery Facility (MRF) report for this quarter yet but will update you in the next meeting.

Council Plan 2021-25

- View the document here: [Council Plan \(2021-25\)](#)
- Whilst not being all encompassing, the following '**Theme 4: Environment**' and related Strategic Objectives from the Council Plan align with the IEAC's interests. The Officer Update will respond to this Theme and Strategic Objectives.

Theme 4: Environment

Our climate emergency declaration reflects a strong commitment to protecting, maintaining and enhancing our natural and built environment and to promoting sustainable living. Our communities are well prepared to adapt to and mitigate against the impacts of climate change.

Strategic objective 4.1

Lead our community through advocacy, planning and action to address the Climate Emergency and mitigate its impact on the health of our community, environment and the planet.

**Strategic objective 4.2**

Council to have zero net greenhouse gas emissions by 2035 and to support reduction in community emissions

Strategic objective 4.3

Our streetscapes, parks and gardens are sustainably managed and planted with species of trees and vegetation that maintain the character of our towns, support biodiversity and are adaptable to a changing climate

Strategic objective 4.4

Our natural environment, including our biodiversity and waterway habitats, are protected and improved, and our water resource is valued and conserved.

Strategic objective 4.5

Waste to landfill is minimised through greater recycling and reuse, and the environment is protected from the effects of landfill.



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For additional information please refer to TRIM reference: INTERNAL20/7700

NOTE:

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- c) completed record forwarded to the Governance Officer for inclusion in the next Meeting of Council and incorporated in the minutes.

MEETING DETAILS:

Meeting Site visit – 1627 Murray Valley Highway, Huon (PP23-0164)

Date: 06 February 2024

Time: 11:30 am

Meeting Location: As above

IN ATTENDANCE: (circle / delete as appropriate)

	Name	Title
Councillors:	B Gaffney	
	P Croucher	
	S Price	
	E Teissl	



Officers:

James Turner

Manager Planning & Statutory Services

MATTER/S DISCUSSED/CONSIDERED AT THE MEETING:
(Note: Conflicts of Interest must be disclosed and the person leave the assembly before discussion of the conflict matter (Sections 126 – 131 of the *Local Government Act 2020*))

Planning application to be presented at a future Council Meeting.

CONFLICT OF INTEREST DISCLOSURES:
ITEM:

Councillor	Time of departure	Time of re-entry
Officer	Time of departure	Time of re-entry

Record Author: James Turner

Consequences Likelihood Matrix

			CONSEQUENCE				CATASTROPHIC (5)	
			INSIGNIFICANT (1)		MINOR (2)	MODERATE(3)	MAJOR (4)	
Guidance <ul style="list-style-type: none">• Use this matrix for all risk management (this includes decision-making at all levels, projects and planning activities)• For further guidance or assistance with your risk management activities, please contact Council's Risk & Governance Team <p>When considering risks, here are some idea's to get your started:</p> <ul style="list-style-type: none">• Financial losses• Breaches of legislation/regulations• Damage to the environment• Reduction in service quality or loss of a service• Damage to Council assets or private property• Inefficiencies and/or wasted resources• Litigation• Loss of reputation / Community dissatisfaction• Inability to attract/retain qualified staff/volunteer	Strategy & Service Delivery	Negligible effect on business processes and service delivery.	Some less critical strategic objectives will not be achieved in the period outlined in the Organisation Plan.	Some key strategic objectives will not be achieved in the period outlined in the Organisation Plan.	The majority of strategic objectives will not be achieved in the period outlined in the Organisation Plan.	No Organisation Plan strategic objectives will be achieved. Very high risk of State Government intervention		
		Up to \$10k financial loss Or 1% of service expense budget	Some minor interruptions (< 3 days) to the operations or service delivery	Interruptions occur to some critical functions of up to 5 days	Critical services and operations cannot be delivered for a period of greater than 1 week.	Widespread and long term degradation of critical operations and services		
			Some isolated staff/volunteer dissatisfaction	Between \$10K and \$150K Or 2.5% of service expense budget	Between \$150K up to \$500K Or 5% of service expense budget	Between \$500K and \$1M Or 10% of service expense budget	Greater than \$1M Or 25% of service expense budget	
		Short term reversible injury which requires no first aid.		General staff/volunteer morale problems and increase in turnover.	Widespread staff/volunteer morale problems and high turnover including key organisation roles.	High turnover of experienced/key staff/volunteer; Organisation not perceived as employer of choice.	Key positions unable to be filled.	
			Some isolated staff/volunteer dissatisfaction	Reversible injury or disability which requires first aid intervention.	Serious reversible injury or disability requiring ongoing medical treatment, hospitalisation or lost time.	Serious Injury or multiple irreversible disabilities.	Single fatality or multiple significant irreversible disabilities	
		No impact to reputation or brand name, e.g. customer complaint, resolved in day-to-day management.		Minor local community concern manageable through good public relations.	Moderate customer sensitivity and damage to brand impacting noticeably on business activities and profitability.	State media and public concern / exposure with adverse attention and long-term loss of support from Indigo Shire residents.	Loss of State Government support with scathing criticism and removal of the Organisation.	
			Negligible effect on biological or physical environment.	Minor short term environmental damage which does not result in long term impact to ecosystem.	Moderate impact on the environment; no long term or irreversible damage.	Severe, long term or widespread resulting in impairment of the ecosystem and requiring significant remedial action	Widespread and irreversible environmental damage	
		Negligible regulatory breaches that are detected early and rectified, does not require reporting. Insignificant legal issues or non-compliance.		Minor regulatory or contract breaches with potential minor fines which does not require reporting to regulators.	Regulatory or contract breaches causing investigation / report to authority and prosecution and moderate fines.	Major regulatory or contract breaches and litigation.	Regulatory or contract breaches causing very serious litigation, including major class action.	
			Significant prosecution / fines for Organisation Board/ Managers					