

AGENDA

SCHEDULED MEETING OF COUNCIL

Tuesday, 15 September 2020

To be held Swan Hill Town Hall
McCallum Street, Swan Hill
Commencing at 2pm

COUNCIL:

Cr B Moar – Mayor

Cr A Young

Cr LT McPhee

Cr J Benham

Cr C Jeffery

Cr L Johnson

Cr N McKay

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SECTION A – PROCEDURAL MATTERS

- **Welcome**

- **Acknowledgement of Country**

- **Prayer**

- **Apologies/Leaves of Absence**

- **Directors/Officers Present**

- **Confirmation of Minutes**
 - 1) Ordinary Meeting Of Council held on 18 August 2020

- **Disclosures of Conflict of Interest**

- **Joint Letters and Reading of Petitions**

- **Public Question Time**

- **Open Forum**

SECTION B – REPORTS

B.20.65 MOTION TO LIFT A REPORT OFF THE TABLE

Responsible Officer: Chief Executive Officer
File Number: 2019/75
Attachments: Nil

Declarations of Interest:

John McLinden - as the responsible officer, I declare that I have no disclosable interests in this matter.

Summary

At the Ordinary Meeting of Council held on 21 July 2020, the “Planning Permit Application for the use of the land for a Contractors Depot” report was layed on the table to enable Council Officers to meet with the objector and applicant to further refine the conditions.

This has now occurred and the matter is ready for Council consideration.

Council Plan Strategy Addressed

Governance and leadership - Effective partnerships and relationships with key stakeholders and staff.

Options

Council has the option to either lift the report off the table or continue to have it lay on the table.

Recommendation

That Council Lift the report on the Planning Permit Application for the use of the land for a Contractors Depot off the table.

B.20.66 MOTION TO LIFT A REPORT OFF THE TABLE

Responsible Officer: Chief Executive Officer
File Number: S12--01-06
Attachments: Nil.

Declarations of Interest:

John McLinden - as the responsible officer, I declare that I have no disclosable interests in this matter.

Summary

At the Ordinary Meeting of Council held on 18 August 2020 the “Community Support” Notice Of Motion from Councillor Nicole McKay was layed on the table to as Councillor McKay was not present. Council decided to defer this report to this Ordinary Council Meeting.

Council Plan Strategy Addressed

Governance and leadership - Effective partnerships and relationships with key stakeholders and staff.

Options

Council has the option to either lift the report off the table or continue to have it lay on the table.

Recommendation

That Council lift the “Community Support” Notice Of Motion from Councillor Nicole McKay off the table.

B.20.67 APPOINTMENT OF TWO COUNCILLORS TO SIGN ANNUAL FINANCIAL STATEMENTS

Responsible Officer: Acting Director Corporate Services
File Number: S15-28-13
Attachments: Nil.

Declarations of Interest:

Helen Morris - as the responsible officer, I declare that I have no disclosable interests in this matter.

Summary

The *Local Government Act 2020* requires that Council appoint two Councillors as authorised signatories for the Annual Financial Statements and Performance Statement.

Discussion

The *Local Government Act 2020* requires that Council appoint two Councillors to be the authorised signatories to the final set of Annual Statements. The signing will occur once the Statements have been reviewed by the Victorian Auditor General's office.

The Annual Statements comprise of the General Purpose Financial Statements prepared in accordance with Australian Accounting Standards, and the Performance Statement prepared in accordance with the Act.

The Statements will be reviewed by the Audit Committee and the Auditor General's office. The two Councillors can then sign the statements enabling Audit opinions to be issued and the Annual Report to be finalised.

An advertising process will then take place, with the Statements being adopted at the Scheduled Meeting of Council, in October 2020.

Consultation

Not applicable.

Financial Implications

Not applicable.

Social Implications

Not applicable.

Economic Implications

Not applicable.

Environmental Implications

Not applicable.

Risk Management Implications

It is a statutory requirement that two Councillors are nominated to sign the Financial and Performance Statements.

Council Plan Strategy Addressed

Governance and leadership - Effective and efficient utilisation of resources.

Option

Council may choose to appoint any two Councillors to sign the Statements; however, it is preferable that the appointed Councillors are able to attend Council offices at short notice. Past practice has been that the Mayor is one of the appointed signatories.

Recommendation

That Council appoint two Councillors to sign the Annual Financial and Performance Statements once audit clearance has been obtained.

B.20.68 LONG TERM FINANCIAL PLAN 2020/21 - 2029/30

Responsible Officer: Acting Director Corporate Services
File Number: S15-06-05
Attachments: 1 Long Term Financial Plan 2020/21 to 2029/30

Declarations of Interest:

Helen Morris - as the responsible officer, I declare that I have no disclosable interests in this matter.

Summary

Officers have developed a Long Term (10 Year) Financial Plan for the organisation. The Financial Plan is based on numerous assumptions which are contained within the document. The Financial Plan is reviewed annually once the Council Annual Budget has been adopted.

The Long Term Financial Plan 2020/21 to 2029/30 is presented for adoption.

Discussion

The Local Government Act 2020 requires Council to develop a Financial Plan.

Under Part 4 - Planning and Financial Management, Council must develop, adopt and keep in force a 10 Year Financial Plan.

The scope of a Financial Plan is 10 financial years and must include:

- (a) statements describing the financial resources required to give effect to the Council Plan and other strategic plans,
- (b) information about the decisions and assumptions that underpin the forecasts,
- (c) statements describing any other resource requirements that Council considers appropriate, and
- (d) any other matter prescribed by the regulations.

Having a longer term view of our financial position allows Council to assess our financial position and make any necessary adjustments before a significant financial impact occurs.

Ultimately, Council's finances are sustainable in the long term if they are strong enough to allow Council to manage developments and unexpected financial shocks without having to introduce substantial or disruptive revenue (or expenditure) adjustments.

The Plan expresses in financial terms the activities that Council proposes to undertake over the short, medium and long term.

The Plan is by necessity, based on a number of assumptions. These assumptions are detailed within the Plan. Officers have considered a variety of sources to help to determine the level of each assumption used in the Plan. These sources include the Council Plan, historical trends, State and Federal Government forecasts, economic forecasts from Council's bankers, RBA and the media.

The base year for the Plan is the adopted 2020/21 Council Budget. Each year's financial information is projected from the preceding year by applying the specified assumptions and any changes due to a specific event, such as increased revenue from a particular service or expected increases in expenditure that are currently known. The adopted Ten Year Major Projects Plan has been used as the basis for capital and non-recurrent operational expenditure and the associated grant income. Any additional operational efficiencies will be used to offset the reduction, in real terms, in grant income and the operational and maintenance costs of new assets that are to be constructed over the life of the Plan.

Some of the key financial issues and challenges are:-

- Providing sufficient funding to renew existing infrastructure assets to address demands of a growing and changing community
- Managing rate capping imposed on Local Government
- Continuing to provide an appropriate range and level of services
- Managing aged care service reforms
- Managing ongoing revenue from the development and sale of land at Tower Hill Estate
- Managing the introduction of solar farms to the municipality and their effect on the rating income of Council
- Managing Council's and the communities response and recovery from the impact of the global coronavirus pandemic
- Managing and adapting Council's waste collection, processing and disposal processes in accordance with changing government policy
- Ongoing debt redemption
- Compliance with the Victorian Auditor General's Financial Sustainability Indicators

Once adopted, the Plan will be used to guide Council's over-arching financial direction. The Plan will be reviewed and adjusted every year following the adoption of the Annual Budget. The review will re-assess all assumptions and highlight any areas of potential concern. This will enable a response to any issues to be planned and implemented in a timely manner.

The Long Term Financial Plan 2020/21 to 2029/30 is presented for adoption.

Consultation

Council's Executive Leadership Team has reviewed the Plan.

The Plan was discussed at a Councillor Assembly held on 1 September 2020.

Financial Implications

The Plan will guide Council's future financial decisions, as it is the starting point for future draft budgets.

Social Implications

Not applicable.

Economic Implications

Not applicable.

Environmental Implications

Not applicable.

Risk Management Implications

The Plan helps to reduce financial risks by guiding Council's future financial direction and providing an early warning to any potential financial risks.

Council Plan Strategy Addressed

Governance and leadership - Effective and efficient utilisation of resources.

Options

Council can choose to adopt or not adopt the Long Term Financial Plan 2020/21 to 2029/30.

Recommendation

That Council adopt the Long Term Financial Plan 2020/21 to 2029/30 as presented.



Long term financial plan
2020/21—2029/30



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1. Executive summary

1.1 Introduction

Swan Hill Rural City Council is located on the Murray River in north-west Victoria. Our region is home to 20,584 people (2016 Census data). In a recent study by Geografia (2019) there is substantial evidence to suggest that Robinvale's true year-round population is notably higher than the official Estimated Resident Population (ERP) of 3,359. The evidence suggests there is a mean population in Robinvale in the order of 7,900 residents.

The Swan Hill Rural City Council municipality is home to the townships of Swan Hill, Robinvale, Lake Boga, Nyah, Nyah West, Piangil, Woorinen, Ultima, Manangatang, Boundary Bend and Tresco. With an area covering 6,116km², we have 3,492 kilometres of local roads connecting 12,041 rateable properties.

Agriculture and manufacturing drive the Swan Hill Rural City economy. Almost 21 per cent of the total economic output from the region comes from agricultural production. Irrigated farming (including stone fruit, grapes, nuts, olives and vegetable production) accounts for over 15 per cent of the total economic output for the municipality, while traditional livestock and broadacre farming accounts for almost 4.5 per cent. More than 18 per cent of all jobs in the city are directly related to agriculture.

Located along the Murray River, tourism plays an important role in our region's economy. Our climate and natural beauty attracts around 656,000 visitors each year.

1.2 Purpose

The purpose of the Long Term Financial Plan (LTFP) is to set out Council's objectives and recommendations for ensuring that Council's finances remain sustainable in the long term.

Ultimately, Council's finances are sustainable in the long term if they are strong enough to allow Council to manage likely developments and unexpected financial shocks without having to introduce substantial or disruptive revenue (or expenditure) adjustments.

The plan expresses in financial terms the activities that Council proposes to undertake over the short, medium and long term and will guide the future strategies and actions of Council to ensure that it continues to operate in a sustainable manner.

For a situation to be sustainable, both present and future needs must be satisfied. Extending this definition to financial sustainability requires Council to manage its resources so that our financial commitments can easily be met both now and in the future. It ensures equality between generations of ratepayers in that each generation is responsible for the costs of the resources that they consume.

Key financial issues and challenges

The key issues and challenges for Swan Hill Rural City Council include:

- Providing sufficient funding to renew existing assets to ensure they continue to meet community needs
- Managing rate capping imposed on Local Government
- Delivering new and upgraded community infrastructure (roads, buildings, drains, footpaths etc.) to address the demands of a growing and changing community
- Continuing to provide an appropriate range and level of services to the community
- Maintaining Council rates and charges to an acceptable level
- Managing ongoing cost shifting from other levels of government, dealing with changes to legislative requirements and the expanding expectations of Local Government
- Managing aged care service reforms
- Managing the extreme nature and uncertainty of future Defined Benefits Superannuation shortfall calls
- Developing the Pioneer Settlement to provide additional revenue raising opportunities
- Managing ongoing revenue from the development and sale of land at Tower Hill Estate
- Managing the introduction of solar farms to the municipality and their effect on the rating income of Council

- In the short term, managing Council's and the communities response and recovery from the impact of the COVID-19 Pandemic
- Managing and adapting Council's waste collection, processing and disposal processes in accordance with changing Federal and State Government policy

Strategies to address these challenges

The key strategies embedded in the LTFP are to:

- Identify alternative revenue streams to take pressure off rate increases (Refer 2.1.3)
- Aggressively pursue government grants to fund new infrastructure and services (Refer 2.1.7 & 2.1.8)
- Actively lobbying for a return of funding for Local Government to a minimum of 1% of Federal Taxation Revenue
- Ensure that service users are making reasonable contributions to the cost of those services through appropriate fees and charges (Refer 2.1.3)
- Seek greater financial and community returns from Council's property portfolio including the rationalisation of property holdings (Refer 2.1.9)
- Review the operating budget to ensure Council is delivering the right services in the most cost effective way, including sharing facilities or services with other organisations (Refer 2.2.2)
- Identify sustainable efficiency gains in the operating budget (Refer 2.2.1 & 2.2.2)
- Ensure that any new programs or projects generate specific community value and are funded in a sustainable way
- Reduce the level of debt held by Council and ensure that any new debt is based on a sound business case and demonstrated community benefit (Refer 2.2.4)
- Increase funding for capital renewal and new/upgrade works (Refer 2.2.2)
- Continue to capture additional rates due to new development and expansion within the municipality (Refer 2.1.1)

These strategies are interrelated and the implications of particular directions in each area must be considered holistically. Maintaining financial sustainability is a balancing act – managing expectations against available resources and making informed decisions about priorities.

Summary of key outcomes

The LTFP is a 10 year plan that feeds directly into the Annual Budget and the Strategic Resource Plan (four year view). The updated Strategic Resource Plan for 2020/21 seeks to deliver the following key outcomes:

- Maintain Council's liquidity ratio at a level greater than 150 per cent
- A \$4.47 million reduction in net debt from \$4.51 million at the end of 2019/20 to \$0.04 million in 2029/30 – a 99 per cent reduction
- The ongoing renewal of infrastructure assets with more than \$8 million forecast in each financial year
- A prudent cash balance with an increase in cash reserves to \$14.6 million in 2029/30.

The successful implementation of the Long Term Financial Plan will ensure that Swan Hill Rural City Council meets or exceeds the targets set by the Victorian Auditor-General for all the financial sustainability indicators it uses to assess councils in Victoria. Refer section 3.2.

1.3 Strategic Planning Framework

The Strategic Resource Plan, included in the Council Plan and updated annually in conjunction with the preparation of the budget, summarises the financial and non-financial impacts of objectives and strategies and determines their sustainability.

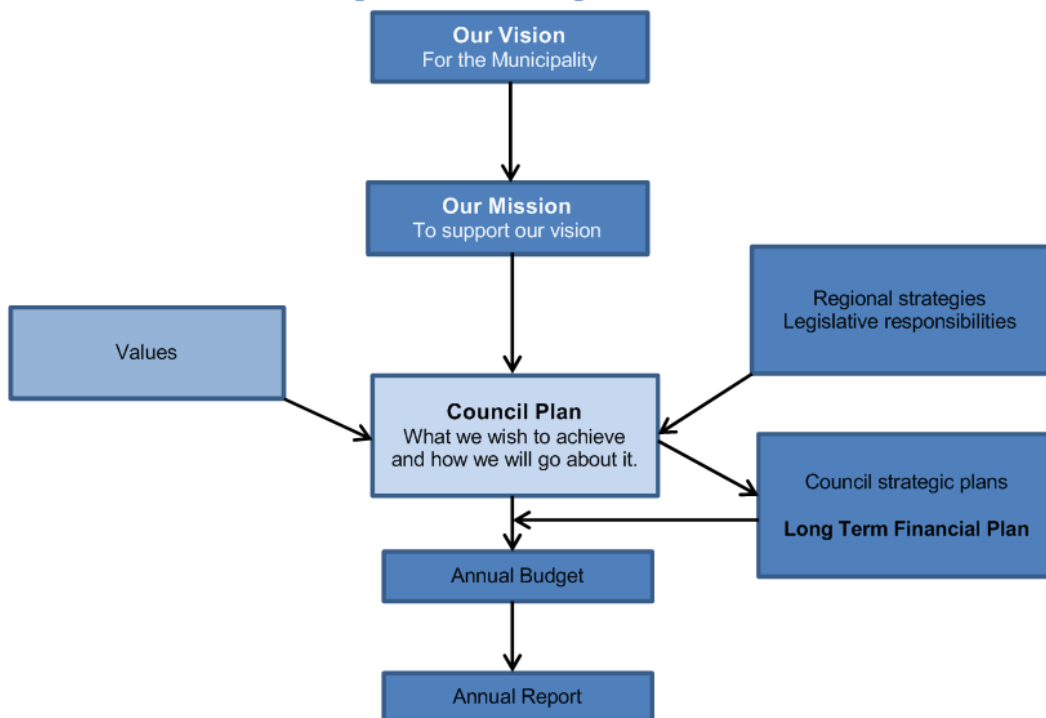
The purpose of the SRP is to:

- Establish a financial framework over the next four years to ensure Council's strategic objectives, as expressed in its Council Plan, are achieved;
- Provide an assessment of the resources (financial and non-financial) required to accomplish the objectives and strategies included in the Council Plan (non-financial resources are assumed to include human resources and Council's asset base, which are all referred to in various parts of the SRP);
- Establish a basis to measure Council's adherence to its policies and strategies; and
- Assist Council to comply with sound financial management principles, in accordance with the Local Government Act (2020) and to plan for the long-term financial sustainability of the municipality.

The Act says that a Council must prepare its Council Plan and other strategic plans in accordance with the strategic planning principles listed at section 89 of the Act:

- An integrated approach to planning, monitoring and performance reporting is to be adopted;
- Strategic planning must address the Community Vision;
- Strategic planning must take into account the resources needed for effective implementation;
- Strategic planning must identify and address the risks to effective implementation;
- Strategic planning must provide for ongoing monitoring of progress and regular reviews to identify and address changing circumstances.

Council's Strategic Planning Framework



1.4 Long Term Financial Plan objectives

The objective of a long term financial plan is to assist Council to set its future financial direction. Longer term planning is essential to assess revenue raising needs and capacity, to vary service levels and undertake major capital works, while ensuring that Council remains financially sustainable in the long term.

Section 91 Financial Plan - of the Local Government Act 2020 declares:

1. A Council must develop, adopt and keep in force a Financial Plan in accordance with its deliberative engagement practices.
2. The scope of a Financial Plan is a period of at least the next 10 financial years.
3. A Financial Plan must include the following in the manner and form prescribed by the regulations—
 - a) statements describing the financial resources required to give effect to the Council Plan and other strategic plans of the Council;
 - b) information about the decisions and assumptions that underpin the forecasts in the statements specified in paragraph (a);
 - c) statements describing any other resource requirements that the Council considers appropriate to include in the Financial Plan;
 - d) any other matters prescribed by the regulations.

Section 101 sets out the following Financial Management principles:

- a) revenue, expenses, assets, liabilities, investments and financial transactions must be managed in accordance with a Council's financial policies and strategic plans;
- b) financial risks must be monitored and managed prudently having regard to economic circumstances;
- c) financial policies and strategic plans, including the Revenue and Rating Plan, must seek to provide stability and predictability in the financial impact on the municipal community;
- d) accounts and records that explain the financial operations and financial position of the Council must be kept.

For the purposes of the financial management principles, **financial risk** includes any risk relating to the following –

- a) the financial viability of the Council;
- b) the management of current and future liabilities of the Council;
- c) the beneficial enterprises of the Council.

Implicit in these principles is the requirement to develop a long term plan to guide financial decision making to ensure the financial sustainability of a Council. The key documents that Council uses to set its financial direction are:

- The Annual Budget – one year view
- The Strategic Resource Plan – four year view
- The Long Term Financial Plan – ten year view

One of the challenges for Council is the relatively short term nature of the political cycle in which pressure is often applied to deliver things now or to reduce rates, or both.

If Council is to truly implement sound financial management, these short term pressures should be considered in a longer term planning context and the impact of decisions made now modelled over the 10 year period so that consequences are clear for all stakeholders.

Council's Long Term Financial Plan is based on a series of assumptions made by Council staff and takes into consideration the effects of new and emerging issues.

The outcomes of this review are presented in the following sections of this document.



2. Key assumptions

In developing the revised Long Term Financial Plan a range of issues and challenges have been identified that will have an impact on Council's financial position in the years ahead.

Rate capping was first introduced for the 2016/17 financial year budget. Any increase in Council rates will be capped at a value to be determined by the Minister for Local Government. At this stage the capping of rates will be linked to the Consumer Price Index (CPI). The annual CPI increase used throughout this document is detailed in the table below:

	Budget	Forecast								
	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30
CPI	1.70%	2.25%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.75%

Assumptions made for each line item of Council's financial statements are detailed as follows:

2.1 Income

2.1.1 Rates and charges

Rates income is the amount that Council will receive as a result of raising rates and related charges on properties each financial year. Other charges included here are charges levied for the kerbside collection of garbage, recycling and green waste along with the special marketing levy.

Assumptions: Rate capping percentage increase (%) consistent with CPI.
Additional rates from expected new development each year.
Waste management charge increases above CPI in the first 3 years due to Federal and State Government policy changes.

	Budget	Forecast								
	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30
Rates	1.90%	2.25%	2.25%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%
Waste	11.70%	10.00%	10.00%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.75%
Supplementary Rates (\$'000 p.a.)	163	161	125	117	120	137	126	143	132	135

2.1.2 Statutory fees and fines

Statutory fees and fines comprise income generated for Council as a result of Federal or State legislation or Council by-laws, including planning fees, animal registration, parking fees and fines.

Assumptions: Percentage increase (%) consistent with CPI.
Increased building and planning permits issued from 2021/22 due to pool and spa compliance requirements.

	Budget	Forecast								
	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30
Statutory fees and fines	1.70%	2.25%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.75%
Building and planning permits (\$'000 p.a.)	-	10	-	-	-	-	-	-	-	-

2.1.3 User fees

User fees comprise amounts charged to recipients for Council goods and services to fully or partially cover the cost of delivering those services. In a limited number of cases, Council recovers a gross profit margin as part of the user charge.

Assumptions: Increased admissions at the Pioneer Settlement due to day-product improvements and additional marketing.
Managing aged care service reforms.
The installation of Jet Fuel facilities at the Swan Hill Aerodrome will provide an additional source of revenue.
The redeveloped Swan Hill Livestock Exchange and improved weather outlook will result in additional income.
All other fees and charges to increase 1% higher than CPI.

	Budget	Forecast								
	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30
User fees and charges	3.00%	3.25%	3.50%	3.50%	3.50%	3.50%	3.50%	3.50%	3.50%	3.75%
Pioneer Settlement – General Admissions (\$'000 p.a.)	-	20	-	30	-	-	-	-	-	-
Aged Care (\$'000 p.a.)	-	-	(792)	-	-	-	-	-	-	-
Sale of Jet Fuel (\$'000 p.a.)	-	5	-	-	-	-	-	-	-	-
Livestock Exchange (\$'000 p.a.)	-	50	-	-	-	-	-	-	-	-

2.1.4 Contributions – cash

Cash contributions are funds received from user groups towards capital works.

Assumptions: Cash contributions included in the 10 year major projects plan.

	Budget	Forecast								
	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30
Major projects and capital works (\$'000 p.a.)	212	1,223	1,149	1,532	30	103	261	410	262	82

2.1.5 Grants – operating (recurrent)

These are Federal and State government grants received for operational projects/programs. To be considered recurrent, the grant funding agreement must be for a term greater than two years. Included within this category is the Federal Grants Commission funding, funding for Aged Care and Children's Services and further funding for a wide range of services provided by Council.

Assumptions: Grants Commission funding has been forecast to increase by CPI plus 0.2%.
All other operational grants are forecast to increase by CPI.
Managing aged care service reforms.

	Budget	Forecast								
	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30
Grants Commission	2.10%	2.45%	2.70%	2.70%	2.70%	2.70%	2.70%	2.70%	2.70%	2.95%
Operational Grants	1.70%	2.25%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.75%
Aged Care (\$'000 p.a.)	-	-	(1,676)	-	-	-	-	-	-	-

2.1.6 Grants – operating (non-recurrent)

Non-recurrent operating grants are those where funding is expected as a once off payment or payments to be received within a period less than two years and for operational purposes.

Assumptions: Only non-recurrent operating grants included in the 10 year major projects plan are included in the LTFP.

2.1.7 Grants – capital (recurrent)

Recurrent capital grants are grants acquired for a capital purpose to be received for a period of greater than two years. Included in this item are the grants for the Roads to Recovery program.

Assumptions: It is assumed that the Roads to Recovery program will continue for the life of the LTFP. Total value of funding received is spent on capital works projects.

	Budget	Forecast								
	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30
Roads to Recovery (\$'000 p.a.)	2,151	1,444	1,454	1,464	1,100	1,115	1,148	1,171	1,195	1,223

2.1.8 Grants – capital (non-recurrent)

Non-recurrent capital grants are those where funding is acquired for once off capital projects.

Assumptions: Only capital grants included in the 10 year Major Projects Plan are included in the LTFP.

2.1.9 Net gain / (loss) on disposal of property, infrastructure, plant and equipment

The net gain or loss on disposal of property, infrastructure, plant and equipment relates to the sale of Council assets and is usually associated with land and buildings or plant and equipment replacement.

	Budget	Forecast								
	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30
Plant and Equipment (\$'000 p.a.)	129	313	343	394	337	395	415	301	338	345
Land and Buildings (\$'000 p.a.)	60	14	20	-	-	-	-	-	-	20

2.1.10 Other income

Other income represents income that can't be classed into the above categories, and includes items such as reimbursements, interest on outstanding rates and bank investments, and Council's sale proceeds from the Tower Hill residential development.

Assumptions: Interest income is linked relative to the value of cash holdings.
Other non-specific Council income has assumed an annual percentage increase linked to the increase in average material costs. This includes all reimbursements and Tower Hill sales.

	Budget	Forecast								
	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30
Interest (\$'000 p.a.)	812	563	679	780	893	922	993	1,094	1,152	1,289
Other income	1.70%	2.50%	2.75%	2.75%	2.75%	2.75%	2.75%	2.75%	2.75%	3.00%

2.2 Expenses

2.2.1 Employee costs

Employee costs include salary, wages and other costs of employing staff (e.g. WorkCover, superannuation, leave entitlements, industry allowances) and involves direct employees and staff employed through agencies.

Assumptions: Annual Enterprise Bargaining Agreement increase and performance based band and level increase for non-managerial staff.
Other oncost movements i.e. superannuation, leave loading, allowances, staff training.
Managing aged care service reforms.

	Budget	Forecast								
	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30
Employee costs – including oncosts*	3.00%	3.00%	3.00%	3.00%	3.25%	3.25%	3.25%	3.50%	3.50%	3.50%
Aged Care (\$'000 p.a.)	-	-	(2,092)	-	-	-	-	-	-	-

* - Oncosts includes, superannuation, leave loading, allowances, staff training and performance bonuses.

2.2.2 Materials and services

Payments for materials and services comprises goods and services purchased for the general operations and activities of Council and the cost of non-recurrent operational items funded through Council's major projects budget process.

Assumptions: Annual increase on all contract payments, materials and services.
Operational resources as identified in the Council Plan.
Additional resources allocated towards infrastructure maintenance and renewal.
Managing aged care service reforms.
Increased costs due to changes in the recycling industry.

	Budget	Forecast								
	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30
Contracts and materials	2.25%	2.50%	2.75%	2.75%	2.75%	2.75%	2.75%	2.75%	2.75%	3.00%
Utilities	0%	0.00%	2.25%	2.50%	5.00%	2.50%	2.50%	5.00%	2.50%	2.75%
Council plan operational resources (\$'000 p.a.)	-	20	30	30	30	30	30	30	30	30
Infrastructure maintenance and renewal (\$'000 p.a.)	-	40	40	40	40	40	40	40	40	40
Aged Care (\$'000 p.a.)	-	-	(401)	-	-	-	-	-	-	-
Waste Management (\$'000 p.a.)	-	342	376	-	-	-	-	-	-	-

2.2.3 Depreciation and amortisation

Depreciation represents an allocation of the current replacement cost of Council assets over their remaining economic life.

Assumption: Asset and infrastructure modelling has been used to determine depreciation expenditure for the LTFP. The modelling is based on current asset valuations and takes into consideration the forecast capital works and asset disposals.

2.2.4 Finance costs

Finance costs include the interest paid by Council on loans.

The budget reflects the movement in the total outstanding loan balance in accordance with Council's borrowings strategy.

2.2.5 Other expenses

This expense category comprises agency payments and community grants, Councillor allowance expenses, audit fees, legal costs, software licences, bank charges etc.

Assumptions: Other expenses are expected to increase annually by the following percentages.

	Budget	Forecast								
	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30
Other expenses	2.25%	2.50%	2.75%	2.75%	2.75%	2.75%	2.75%	2.75%	2.75%	2.75%

The income statement, balance sheet and cash flow statements are shown in Appendix A.

3. Financial sustainability

3.1 Introduction

Some Councils with sustainability issues may develop infrastructure backlogs due to service expansions, moderate operating cost growth, minimal revenue growth giving rise to persistent underlying operating deficits, and constraints on renewal expenditure.

The Victorian Auditor-General's Office (VAGO) believes that to be financially sustainable, Councils need to be able to meet current and future expenditure as it falls due, and to absorb foreseeable changes and financial risks without significantly changing their revenue and expenditure policies.

The use of financial indicators that assess the comparative financial position of each Council in Victoria provides a valuable source of information in establishing financial sustainability.

To be effective, it is essential those indicators:

- Measure factors which define financial sustainability;
- Be relatively few in number; and
- Be based on information that is readily available and reliable.

It is important to put indicator results in context and to understand that they only give an indication of where to start looking for the reasons behind deficiencies. Although the indicators provide a robust ready assessment of financial performance and sustainability, they should be interpreted in the context of a Council's operating environment.

It is particularly important to consider trend data, both historic and that projected from a Council's long term financial plan, in decision-making and in reviewing financial performance.

This section includes:

- Analysis of Council's financial sustainability from the perspective of VAGO; and
- Analysis of Council's long term financial plan Key Performance Indicators (KPIs).

3.2 Victorian Auditor-General's Office Indicators

Insight into the financial sustainability of Councils is obtained from analysis of financial sustainability indicators over the 10 year period. The five indicators applied to Councils are underlying result, liquidity, indebtedness, self-financing and investment gap.

Financial sustainability should be viewed from both short and long term perspectives. The shorter term indicators involve the Council's ability to maintain a positive operating cash flow and adequate cash holdings, and to generate an operating surplus over time. These are the underlying results and liquidity indicators.

The longer-term indicators signify whether there is adequate funding available to cover long term debt and for spending on asset replacement to enable the Council to maintain the quality of service delivery, meet community expectations and the demand for services. The long term indicators are indebtedness, self-financing and investment gap.

Measures of sustainability

The Victorian Auditor General's Office uses the following measures of financial sustainability.

Indicator	VAGO Target	Calculation	Explanation
Net result	Greater than 0%	Net result / Total revenue	A positive result indicates a surplus, and the larger the percentage, the stronger the result. A negative result indicates a deficit. Operating deficits cannot be sustained in the long term.
Liquidity	Greater than 1.5	Current Assets / Current Liabilities	Measure of ability to pay existing liabilities within 12 months. A ratio of one or more means there are more cash and liquid assets than short-term liabilities.
Internal financing	Greater than 100%	Net Operating cash flow / Capital expenditure	This indicator examines the capacity of Council to fund capital expenditure using cash generated from operations and government funding each year.
Indebtedness	Less than 40%	Non-current liabilities / Own sourced revenue	Compares non-current liabilities (including loans) to own source revenue. Own-sourced revenue is used because it does not include capital grants.
Capital replacement ratio	Greater than 1.5	Capital spend / Depreciation	Comparison of the rate of spending on infrastructure with its depreciation. Ratios higher than 1:1 indicate that spending is faster than the depreciation rate. This is a long-term indicator, as capital expenditure can be deferred in the short term if there are insufficient funds available from operations, and borrowing is not an option.
Renewal gap ratio	Greater than 1.0	Capital expenditure on renewal and upgrade / Depreciation	Comparison of the rate of spending on existing assets through renewing, restoring, and replacing existing assets with depreciation. Ratios higher than 1:1 indicate that spending on existing assets is faster than the depreciation rate.

Swan Hill Rural City Council forecast results of the above indicators are displayed below:

Indicator	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30
Net result	13.4%	14.6%	7.8%	14.0%	6.3%	6.9%	6.1%	6.1%	5.6%	5.9%
Liquidity	1.56	2.06	2.18	2.34	2.26	2.22	2.19	2.20	2.20	2.30
Internal financing	78.5%	91.1%	109.5%	106.2%	105.2%	95.7%	99.6%	102.0%	99.6%	104.0%
Indebtedness	10.6%	9.4%	8.6%	7.7%	5.7%	4.9%	4.1%	3.5%	3.2%	3.1%
Capital replacement ratio	2.23	1.85	1.35	1.66	1.32	1.47	1.37	1.35	1.35	1.31
Renewal gap ratio	1.07	0.85	0.81	0.91	0.94	1.00	1.00	0.88	0.87	0.91

Risk indicator ranges for the above calculations are defined as follows:

Indicator	Red	Yellow	Green
Net result	< -10%	-10% - 0%	> 0%
Liquidity	< 0.75	0.75 - 1.0	> 1.0
Internal financing	< 75%	75 - 100%	> 100%
Indebtedness	> 60%	40% - 60%	< 40%
Capital replacement	< 1.0	1.0 - 1.5	> 1.5
Renewal gap	< 0.5	0.5 - 1.0	> 1.0

4. Asset management and capital works

Council provides, maintains and is responsible for the replacement of \$499 million of assets. The majority of these assets comprise infrastructure like roads, drains, community buildings and recreation centres vital to the social wellbeing and economic development of the municipality and its people.

Council's infrastructure strategy includes the ongoing development and review of management plans for each infrastructure category. These plans include agreed service levels, replacement schedules, upgrade requirements, appropriate rationalisation, and a process for the development of new infrastructure that balances community needs and financial capability. Council is progressively developing the various components of its Infrastructure Strategy to set out the capital expenditure requirements of the Council for the next 10 years and beyond, by asset class. Each asset management plan predicts infrastructure consumption, renewal needs, and considers infrastructure needs to meet future community service expectations.

As the infrastructure ages, there will be an increasing need for greater funding to replace and maintain assets. This will need to be considered in the context of infrastructure growth generated by ongoing development within the municipality.

Over the period of this LTFP, Council is committed to maintaining its existing infrastructure and allocating sufficient resources to ensure that existing infrastructure is maintained to an appropriate standard. Council intends to allocate additional funds annually towards this. In addition, Council will continually review infrastructure assets to ensure the assets are still required to meet community needs, and if this is not the case, rationalise the infrastructure in an appropriate way. Incorporating multi-use or shared-use facilities will also be an ongoing focus over the years of this plan.

On top of additional infrastructure maintenance funds, Council is and will continue to direct more capital funding towards existing infrastructure (replacement and upgrade). Where possible, cash funded reserves will also be established to help future infrastructure replacement demands.

Council funds allocated to asset renewal and upgrade over the life of the plan is as follows:

	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30
Renewal expenditure (\$000's p.a.)	11,295	8,045	9,226	9,749	11,730	12,894	11,028	11,001	11,894	12,704
Upgrade expenditure (\$000's p.a.)	56	1,584	325	1,385	166	86	2,287	1,058	358	59

Council's asset management plans and strategies form the basis of Council's 10 year major projects plan that is then incorporated into Council's long term financial plan. The 10 year major projects plan is reviewed annually to ensure it represents the current capital expenditure priorities of Council. Appendix B contains the forecast capital works for the 10 years of the LTFP listed by asset category.

Strategic direction

Short term

Council is committed to maintaining its existing infrastructure and allocating sufficient resources to ensure it is maintained to an appropriate standard. Council intends to allocate additional funds to this annually. In addition, Council will continually review infrastructure assets to ensure the assets are still required to meet community needs, and if this is not the case, rationalise the infrastructure in an appropriate way.

Medium / long term

Asset management plans and strategies are being further developed to ensure there is accurate information surrounding the renewal requirements of assets and that there is an increase in renewal expenditure to ensure Council meets its infrastructure renewal requirements. It is then necessary to ensure that the renewal requirements can then be funded via Council's budgeting processes.

5. Rating Strategy

This section of the report considers the Council's rating strategy including strategy development, assumptions underlying the current year rate increase and rating structure.

Strategy development

In developing the Long Term Financial Plan, rates and charges were identified as a significant source of revenue, accounting for 45.1 per cent of total income in 2019/20 and increasing to 60.5 per cent at the plan end date in 2029/30. Like many other rural municipalities, Swan Hill Rural City Council relies heavily on rate income and therefore planning for future rate increases has been an important component of the Long Term Financial Plan process.

Council's Rating Strategy sets out the parameters on which Council will base its general rate and identifies a number of differential rates that will be applied for specific groups of properties. The Rating Strategy was developed following extensive public consultation.

The key elements of the current Rating Strategy are:

- Increases in Capital Improved Value (CIV) due to new developments will be used to generate extra rate revenue, not to reduce the general rate.
- Not-for-profit recreational properties will be rated at the normal applicable rate but will receive a Council contribution/grant equivalent to 50 per cent of the rates applied.
- Commercial properties in Swan Hill and Robinvale will be rated on a differential rate set 30 per cent higher than the general rate (differential reduced to 12.5% in 2020/21 to provide relief to businesses during the COVID-19 Pandemic).
- Properties within the drainage districts in the townships of Swan Hill and Robinvale will be rated on a differential rate four per cent higher than the rates that would otherwise apply. The additional rate recognises the easier access to services and the additional services, such as drainage, that residents in Swan Hill and Robinvale enjoy.
- Vacant land in the townships of Swan Hill and Robinvale that has remained vacant, i.e. without a dwelling for more than five years since it was last zoned as residential or three years after it was last sold as a subdivided residential allotment, will be rated on a differential rate 200 per cent higher than the rate that would otherwise apply to the property.
- Broadacre cereal/sheep properties receive a 27.5 per cent discounted differential rate (increased from 20% to 27.5% in 2020/21).

Council considers that each differential rate will contribute to the equitable and efficient carrying out of Council functions. Details of the objectives of each differential rate, the types of classes of land that are subject to each differential rate, and the uses of each differential rate are set out on the following pages.

General Rate

The General Rate applies to all properties not covered by a specific differential rate. It represents the basic rate applicable within the municipality.

Urban Rate

- a. **Objective** – The differential is to help reflect the easier access to and additional services, such as drainage and kerb and channel, for properties in Swan Hill and Robinvale
- b. **Types and classes of land** – Residential, recreational and industrial land serviced with Council provided drainage infrastructure
- c. **Geographic location** – Swan Hill and Robinvale townships
- d. **Use of land** – Residential, recreational or industrial
- e. **Planning scheme zone** – Residential, recreational or industrial zoned land
- f. **Types of buildings** – Any including vacant land unless specifically covered by the vacant land rate
- g. **Rate** – The rate is set at four per cent higher than the general rate

Vacant Residential Land Rate

- a. **Objective** – To discourage land banking and speculation, encourage the construction of residences and help offset the additional infrastructure costs incurred to service residential land
- b. **Types and classes of land** – Vacant residential land within the townships of Swan Hill and Robinvale that does not have a permanent dwelling established on it five years after it was last zoned Residential or three years after it was last sold as a subdivided residential allotment
- c. **Geographic location** – Swan Hill and Robinvale townships
- d. **Use of land** – Residential
- e. **Planning scheme zone** – All residential zones
- f. **Types of buildings** – Vacant land and land without a permanent dwelling
- g. **Rate** – The rate is set at 208 per cent of the general rate (200 per cent of the Urban Rate), where applicable

Commercial Rate

- a. **Objective** – The differential is set to help reflect the higher level of services and infrastructure to commercial properties in the serviced areas of Swan Hill and Robinvale townships and to help reflect the lower level in movement in commercial property values compared to other properties over the last 20 years
- b. **Types and classes of land** – Land used for Commercial purposes within the Swan Hill and Robinvale townships serviced by Council provided drainage infrastructure
- c. **Geographic location** – Swan Hill and Robinvale townships
- d. **Use of Land** – Commercial
- e. **Planning scheme zoning** – Business, industrial or residential 1 zones
- f. **Types of buildings** – Any building used for a commercial purpose and vacant business land
- g. **Rate** – The rate is set 30 per cent higher than the General Rate** (25 per cent higher than the Urban Rate), where applicable

** For the 2020/21 Budget, the Commercial Rate was decreased to 12.5% above the General Rate to provide relief to businesses during the COVID-19 Pandemic.

Dry Land Farming Rate

- a. **Objective** – The differential rate is to help reflect the increased difficulty in accessing the full range of Council services that dry land farming properties face, the disproportionate increase in property values over the last five years and the increased risk of seasonal income variations than faced by other farming properties
- b. **Types and classes of land** – Farmland without access to irrigation infrastructure primarily used for broadacre cropping and sheep production within Australia Valuation Property Classification Codes (AVPC) of 510, 520, 523, 524 or 530
- c. **Geographic location** – Anywhere in the municipality
- d. **Use of land** – Broadacre cropping and sheep production with AVPC Codes of 510, 520, 523, 524 or 530
- e. **Planning scheme zoning** – Farm land
- f. **Types of buildings** – Any or none
- g. **Rate** – The rate is set 27.5 per cent below the General Rate

Special Marketing Levy

- a. **Objective** – The purpose of the special rate is to defray the expenses in relation to the performance of functions within the Swan Hill region, which Council considers necessary and appropriate for the encouragement of business development and commerce through promotion and development of the region as a place to live, work, invest, shop and visit
- b. **Types and classes of land** – Land used for commercial, industrial and tourism and hospitality purposes within the Swan Hill
- c. **Geographic location** – Swan Hill and Lake Boga townships
- d. **Use of land** – All rateable properties used for commercial, industrial and tourism and hospitality purposes
- e. **Types of buildings** – Any building used for a commercial, industrial, tourism or hospitality purpose

Waste Management

- a. **Objective** – To provide a cost effective, innovative and environmentally responsible waste management service to the municipality. Collection services are provided for garbage, recyclable and green waste
- b. **Types and classes of land** – Residential land within the garbage collection zone that has a permanent dwelling established on it
- c. **Geographic location** – Townships within the Swan Hill Rural City Council municipality
- d. **Use of land** – Residential and Rural with a private dwelling
- e. **Planning scheme zone** – Residential and Rural zoned land
- f. **Types of buildings** – Residential
- g. **Rate** – Charges for the waste collection service within the municipality for 2020/21 are:

Garbage	120 litre mobile wheelie bin with 240 litre recycling bin \$335
	240 litre mobile wheelie bin with 240 litre recycling bin \$508
Green Waste	240 litre mobile wheelie bin \$95

Solar Farms

- a. **Objective** – To comply with the rating provisions of the Electricity Industry Act 2000.
- b. **Types and classes of land** – Land used to generate electricity for commercial sale through the installation of solar panels or other technologies.
- c. **Geographic location** – Whole municipality
- d. **Use of land** – Farm, industrial or commercial land with commercial grade electricity generation facilities
- e. **Planning scheme zone** – Farm land, industrial or commercial
- f. **Types of buildings** – Solar panels or other technology used to generate electricity
- g. **Rate** – the generation company or associated entity of the generation company shall pay to Council in respect of each financial year:
 - (1) for each power station of the generation company located on the land used for generation functions and within the municipal district of the relevant Council, \$40,000, as escalated (by CPI from the base year June 2005); and
 - (2) for each MW of the nameplate rating for each generating unit comprising the power station, \$900, as escalated (by CPI from the base year June 2005).

Strategic direction

Short term

That Council property rates be increased by 1.86% for the 2020/21 year.

Medium / long term

Council aims to increase rates each year by no more than CPI plus annualised supplementary valuations from new development.

6. Long Term Borrowing Strategy

6.1 Introduction

Well managed Councils operating in a financially sustainable way are likely to need access to debt at times. An operating surplus does not mean that the amount or timing of cash receipts will be sufficient to meet all outlays when they need to be made. This is particularly relevant to larger projects.

In the development of the LTFP, borrowings in the past were identified as an important funding source for the capital works program. Council has established a goal to advance key projects to underpin the growth targets in the Council Plan. Council intends to borrow money to help fund key projects in 2020/21. The projects are expected to attract external funding thereby providing extra value to ratepayers over and above the cost of the borrowing. The extremely low interest rates make this an attractive way of funding major projects.

It is Council's intention to not exceed \$8 million in outstanding debt, which is well below the level that can be comfortably accommodated. Council has set a goal of becoming debt free by 2030/31.

The following table shows the effect of the planned Council borrowings for the next 10 years on total borrowings outstanding at year-end, the annual principal and interest costs and the ratio of principal and interest repayments as a percentage (%) of rates.

Financial Year	Loans outstanding at end of financial year \$'000	Net loans outstanding* \$'000	New borrowings \$'000	Annual principal, interest and reserve funding \$'000	% Rates and charges (adjusted for loan repayment reserve)
2019/20	7,848	4,512	500	1,547	5.47%
2020/21	7,785	3,724	500	1,622	5.55%
2021/22	2,627	2,627	-	6,103	4.31%
2022/23	2,365	2,240	-	475	1.51%
2023/24	2,094	1,844	-	475	1.47%
2024/25	1,813	1,438	-	475	1.43%
2025/26	1,023	1,023	-	975	1.39%
2026/27	723	723	-	330	0.94%
2027/28	412	412	-	330	0.91%
2028/29	144	144	-	277	0.74%
2029/30	44	44	-	104	0.27%

*Net loans outstanding = loans outstanding less cash reserves held specifically for repayment of interest only loans.

6.2 Borrowing Strategy

Swan Hill Rural City Council's financial ratios are well within the Victorian Government's Prudential Guidelines. All borrowings by individual Councils are assessed under a borrowings assessment policy adopted by the Local Government Division.

Council's debt levels are low enough to provide opportunity to use debt as a means of financing new capital including where the life of the asset exceeds a generation of ratepayers.

In establishing an appropriate level of debt, Council has regard for the following:

- Level of debt servicing as a proportion of rate revenue;
- Ability to raise revenue in addition to rates;
- Level of realisable assets to support the indebtedness;
- Community needs;
- Growth within the municipality.

Strategic direction

Short term

Borrow \$500,000 in 2020/21 to fund capital works projects.

Medium / long term

No further borrowings are forecast and reduce our interest bearing loans and borrowings to \$44,000 by 2029/30.

7. Reserves

7.1 Introduction

Reserves are either 'statutory' or 'discretionary' in nature. Statutory reserves relate to Council held cash and investments that must be expended on a specific purpose, as directed by legislation or other funding body, and include car parking and open space reserves. Discretionary reserves relate to those equity funds (which are cash backed) that can be used at Council's discretion, even though they might be earmarked for a specific purpose.

There is a current danger with holding reserve balances and not having adequate policy framework for the use of the reserves. This is because the funds could be inappropriately spent or used to overcome annual budget shortfalls and hide an underlying financial deficiency.

Interest earnings on cash reserves are usually set below that of interest payments on debt. In holding significant cash reserves and not using the funds to reduce debt, Council is paying a premium on its funds.

7.2 Reserves held by Council

Council's statutory reserves at 30 June 2020 are forecast to be:

Resort and recreation reserve	\$129,482
Car park reserve	\$101,147
EPA License requirements	\$1,134,245

Council's discretionary reserves at 30 June 2020 are forecast to be:

Drainage reserve	\$436,040
Waste management reserve	\$2,289,675
Loan principal repayment reserve	\$3,336,380

Strategic direction

Short term

Build up reserves to meet Asset Management plans, i.e. waste management and loan repayments.

Medium / long term

Council has borrowed funds on an interest only basis with the principal due at the end of the loan. Council is allocating funds to a loan principal repayment reserve on an annual basis to ensure sufficient funds are available at the end of each loan term to repay the amount borrowed.

8. Conclusion

- A 10 year LTFP plan enables Council to examine in some detail its longer term financial viability.
- It enables Council and management to model different scenarios around rating, debt and the organisational structure and examine those outcomes.
- The 10 year LTFP will be the starting point for future draft budgets.
- The plan is a big picture look at Council's long term financial circumstances.
- The annual rate increase capped by the Minister for Local Government will be adhered to in preparing the budget each year.

9. Appendix A – Financial Statements

Swan Hill Rural City Council Budgeted Income Statement

	Budget Strategic Resource Plan Projections									
	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Income										
Rates and charges	29,230	30,313	31,411	32,363	33,292	34,262	35,294	36,320	37,360	38,429
Statutory fees and fines	981	1,016	1,042	1,068	1,094	1,122	1,150	1,178	1,208	1,241
User fees	4,636	4,862	4,240	4,418	4,573	4,733	4,899	5,070	5,247	5,444
Grants - operating (recurrent)	10,108	10,350	8,947	9,186	9,431	9,683	9,941	10,206	10,479	10,784
Grants - operating (non-recurrent)	2,944	954	314	248	253	258	263	269	269	269
Grants - capital (recurrent)	2,151	1,444	1,454	1,464	1,100	1,115	1,148	1,171	1,195	1,223
Grants - capital (non-recurrent)	5,657	4,290	602	3,875	1,002	1,202	537	842	982	757
Contributions - cash	212	1,223	1,149	1,532	30	103	261	410	262	82
Net gain on disposal of property, infrastructure and equipment	189	327	363	394	438	394	414	301	338	365
Other income	2,983	3,610	3,803	3,984	4,179	4,292	4,449	4,639	4,787	5,026
Total Income	59,091	58,389	53,325	58,532	55,392	57,164	58,356	60,406	62,127	63,620
Expenses										
Employee benefits	(20,764)	(20,922)	(19,450)	(20,026)	(20,669)	(21,332)	(22,017)	(22,779)	(23,567)	(24,383)
Materials and services	(18,342)	(16,317)	(16,670)	(16,834)	(17,252)	(17,584)	(18,089)	(18,855)	(19,607)	(19,980)
Depreciation and amortisation	(10,607)	(11,275)	(11,746)	(12,236)	(12,656)	(12,942)	(13,342)	(13,679)	(14,063)	(14,050)
Bad and doubtful debts	(2)	(14)	(16)	(15)	(16)	(15)	(15)	(16)	(16)	(17)
Finance costs	(339)	(191)	(86)	(77)	(68)	(56)	(30)	(20)	(9)	(3)
Other expenses	(1,134)	(1,163)	(1,194)	(1,224)	(1,258)	(1,293)	(1,327)	(1,364)	(1,402)	(1,440)
Total Expenses	(51,188)	(49,882)	(49,162)	(50,412)	(51,919)	(53,224)	(54,820)	(56,713)	(58,664)	(59,873)
Surplus for the year	7,903	8,507	4,163	8,120	3,473	3,940	3,536	3,693	3,463	3,747
Other comprehensive income	291	8,259	6,742	8,731	8,740	9,309	7,274	9,577	7,628	2,728
Net asset revaluation increment										
Comprehensive result	8,194	16,766	10,905	16,851	12,213	13,249	10,810	13,270	11,091	6,475

Swan Hill Rural City Council
Budgeted Balance Sheet

	Strategic Resource Plan Projections									
	Budget 2020/21 \$'000	2021/22 \$'000	2022/23 \$'000	2023/24 \$'000	2024/25 \$'000	2025/26 \$'000	2026/27 \$'000	2027/28 \$'000	2028/29 \$'000	2029/30 \$'000
Current assets										
Cash and cash equivalents	19,457	12,868	14,742	16,365	17,694	16,741	17,094	17,685	17,953	19,429
Trade and other receivables	2,781	3,384	3,060	3,370	3,185	3,303	3,360	3,471	3,579	3,648
Other assets	583	590	583	590	582	589	582	589	582	588
Total current assets	22,821	16,842	18,385	20,325	21,461	20,633	21,036	21,745	22,114	23,665
Non-current assets										
Trade and other receivables	130	120	109	108	108	108	108	108	108	108
Property, infrastructure, plant and equipment	499,046	515,043	524,421	539,335	550,440	564,022	574,440	587,020	597,815	602,938
Total non-current assets	499,176	515,163	524,530	539,443	550,548	564,130	574,548	587,128	597,923	603,046
Total assets	521,997	532,005	542,915	559,768	572,009	584,763	595,584	608,873	620,037	626,711
Current liabilities										
Trade and other payables	3,928	2,102	2,118	2,137	2,192	2,234	2,293	2,370	2,457	2,506
Interest-bearing loans and borrowings	5,158	262	271	281	790	300	310	268	101	44
Provisions	5,550	5,793	6,036	6,279	6,522	6,765	7,008	7,251	7,494	7,737
Total current liabilities	14,636	8,157	8,425	8,697	9,504	9,299	9,611	9,889	10,052	10,287
Non-current liabilities										
Provisions	1,389	1,399	1,409	1,419	1,429	1,439	1,449	1,459	1,469	1,479
Interest-bearing loans and borrowings	2,654	2,365	2,093	1,813	1,023	723	412	144	44	-
Total non-current liabilities	4,043	3,764	3,502	3,232	2,452	2,162	1,861	1,603	1,513	1,479
Total liabilities	18,679	11,921	11,927	11,929	11,956	11,461	11,472	11,492	11,565	11,766
Net assets	503,318	520,084	530,988	547,839	560,053	573,302	584,112	597,381	608,472	614,945
Equity										
Accumulated surplus	302,419	315,086	317,750	323,968	326,328	331,140	334,335	337,436	340,649	342,874
Asset revaluation reserve	188,436	196,695	203,437	212,167	220,908	230,216	237,491	247,067	254,695	257,423
Other reserves	12,463	8,303	9,801	11,704	12,817	11,946	12,286	12,878	13,128	14,648
Total equity	503,318	520,084	530,988	547,839	560,053	573,302	584,112	597,381	608,472	614,945

7.2

**Swan Hill Rural City Council
Budgeted Cash Flow Statement**

	Strategic Resource Plan Projections									
	2020/21 \$'000	2021/22 \$'000	2022/23 \$'000	2023/24 \$'000	2024/25 \$'000	2025/26 \$'000	2026/27 \$'000	2027/28 \$'000	2028/29 \$'000	2029/30 \$'000
Cash flows from operating activities										
Receipts										
Rates and charges	29,138	30,629	32,157	32,778	33,947	34,763	35,852	36,873	37,927	39,024
Statutory fees and fines	981	1,027	1,066	1,081	1,116	1,138	1,168	1,196	1,226	1,260
User fees	5,100	4,912	4,340	4,475	4,663	4,802	4,976	5,147	5,327	5,529
Grants - operating	13,052	11,422	9,481	9,555	9,874	10,086	10,365	10,635	10,911	11,225
Grants - capital	7,808	5,793	2,105	5,407	2,143	2,351	1,712	2,044	2,210	2,011
Contributions – monetary	212	1,223	1,149	1,532	30	103	261	410	262	82
Interest	812	563	679	780	893	922	993	1,094	1,152	1,289
Other revenue	3,681	5,207	5,164	5,556	5,619	5,887	5,934	6,077	6,279	6,340
Payments										
Employee benefits	60,794	60,776	56,141	61,164	58,285	60,052	61,261	63,476	65,294	66,760
Materials and services	(20,511)	(22,605)	(20,115)	(20,706)	(21,358)	(22,053)	(22,760)	(23,551)	(24,373)	(25,239)
	(21,735)	(19,122)	(18,711)	(18,917)	(19,357)	(19,755)	(20,297)	(21,146)	(21,955)	(22,412)
	(42,246)	(41,727)	(38,826)	(39,623)	(40,715)	(41,808)	(43,057)	(44,697)	(46,328)	(47,651)
Net cash provided by operating activities	18,538	19,049	17,315	21,541	17,570	18,244	18,204	18,779	18,966	19,109
Cash flows from investing activities										
Payments for property, plant and equipment	(23,603)	(20,913)	(15,820)	(20,292)	(16,694)	(19,073)	(18,281)	(18,410)	(19,042)	(18,382)
Proceeds from sales of property, plant and equipment	943	651	727	722	801	724	760	552	621	853
Net cash used in investing activities	(22,660)	(20,262)	(15,093)	(19,570)	(15,893)	(18,349)	(17,521)	(17,858)	(18,421)	(17,529)
Cash flows from financing activities										
Finance costs	(339)	(191)	(86)	(77)	(68)	(58)	(30)	(20)	(9)	(3)
Proceeds from borrowings	500	-	-	-	-	-	-	-	-	-
Repayment of borrowings	(590)	(5,185)	(262)	(271)	(280)	(790)	(300)	(310)	(268)	(101)
Net cash used in financing activities	(429)	(5,376)	(348)	(348)	(348)	(848)	(330)	(330)	(277)	(104)
Net increase (decrease) in cash and cash equivalents	(4,551)	(6,589)	1,874	1,623	1,329	(953)	353	591	268	1,476
Cash and cash equivalents at beginning of year	24,008	19,457	12,868	14,742	16,365	17,694	16,741	17,094	17,685	17,953
Cash and cash equivalents at end of year	19,457	12,868	14,742	16,365	17,694	16,741	17,094	17,685	17,953	19,429

10. Appendix B – Capital Works

Swan Hill Rural City Council Budgeted Capital Works Statement

	Budget 2020/21 \$'000	Strategic Resource Plan Projections																		
		2021/22 \$'000	2022/23 \$'000	2023/24 \$'000	2024/25 \$'000	2025/26 \$'000	2026/27 \$'000	2027/28 \$'000	2028/29 \$'000	2029/30 \$'000										
Capital works areas																				
Land	1,650	2,940	3,281	2,573	1,489	1,530	1,571	1,611	1,601	1,590										
Buildings	7,440	6,244	975	2,150	1,220	1,880	1,735	2,645	1,375	2,723										
Plant & Equipment	1,243	1,306	1,427	1,639	1,819	1,646	1,727	1,246	1,410	1,439										
Fixtures, fittings and furniture	275	32	33	33	34	34	34	35	35	36										
Computers and telecommunications	220	250	590	285	301	268	275	278	584	289										
Library Books	150	152	157	162	162	167	172	177	177	180										
Sealed Roads	4,676	4,151	4,450	4,522	5,151	5,772	6,014	5,731	6,138	6,533										
Unsealed Roads	1,236	1,364	1,182	1,323	1,620	1,888	1,473	1,738	2,071	2,116										
Footpaths	82	114	206	242	427	342	373	444	381	132										
Drainage	1,364	27	200	20	100	360	1,100	1,380	200	200										
Parks & Open Space	760	963	1,137	2,680	2,806	2,089	2,186	1,496	1,082	1,065										
Recreation Leisure	1,275	20	-	2,950	80	400	-	-	1,300	450										
Other infrastructure	2,980	1,694	60	80	80	80	80	80	80	80										
Waste Management	252	22	982	22	23	1,022	22	22	1,022	22										
Total capital works	23,603	19,279	14,680	18,681	15,312	17,478	16,762	16,883	17,456	16,855										
Represented by:																				
New assets	12,252	9,650	5,129	7,547	3,416	4,498	3,447	4,824	5,204	4,092										
Asset renewal	11,295	8,045	9,226	9,749	11,730	12,894	11,028	11,001	11,894	12,704										
Asset expansion	-	-	-	-	-	-	-	-	-	-										
Asset upgrade	56	1,584	325	1,385	166	86	2,287	1,058	358	59										
Total capital works	23,603	19,279	14,680	18,681	15,312	17,478	16,762	16,883	17,456	16,855										

B.20.69 ASSET DISPOSAL POLICY

Responsible Officer: Director Infrastructure
File Number: S11-25-02
Attachments: 1 CPOL/INFRA520 Draft Asset Disposal Policy

Declarations of Interest:

Svetla Petkova - as the responsible officer, I declare that I have no disclosable interests in this matter.

Summary

This report seeks a resolution to adopt the new Asset Disposals Policy.

Discussion

The purpose of this Policy is to provide consistency and control in relation to the disposal of Council Assets.

Consultation

This policy has been reviewed and discussed with relevant Council staff.

Financial Implications

The policy formalises current processes within Council. It is not anticipated that there will be any significant financial implications.

Social Implications

Not applicable.

Economic Implications

Not applicable.

Environmental Implications

The Policy ensures that environmental impacts of disposal are considered prior to disposal.

Risk Management Implications

By defining a clear and open process for asset disposal, the policy assists with:

- Reducing fraud risks
- Reducing the risk to of damage to Public Perception
- Compliance with the Local Government Act

Council Plan Strategy Addressed

Governance and leadership - Effective and efficient utilisation of resources.

Options

1. That Council adopt the Asset Disposal Policy
2. That Council does not adopt the Asset Disposal Policy
3. That Council amend the Asset Disposal Policy

Recommendation

That Council adopt the Asset Disposal Policy.

POLICY TITLE ASSET DISPOSAL POLICY

POLICY NUMBER CPOL/INFRA520

1. PURPOSE

The purpose of this policy is to provide a systematic, transparent and accountable method relating to the identification and disposal of Swan Hill Rural City Council (Council) owned assets in accordance with Council directions, legislation and accounting standards.

2. SCOPE

This policy applies to all assets owned by Swan Hill Rural City except for library books, historical collections, artworks, impounded items, crown land, stock, domestic animals and abandoned vehicles.

Due to further legislative requirements the disposal of roads is covered under a separate policy Discontinuance and Disposal of Roads CPOL/CORP242 & PRO/CORP242.

3. POLICY

Council will ensure:

- That they provide open and effective competition and will give fair and equitable consideration to all prospective purchasers or recipients.
- Environmentally responsible disposal by ensuring all disposal activities comply with relevant law and current practices and consider reuse or recycling opportunities.
- Value for money – Council must aim to achieve the best value for money in the disposal of assets. This is not restricted to price, but must, where applicable, include the consideration of:
 - The achievement of Council's strategic plans.
 - Direct and indirect benefits such as social, environmental or economic.
 - Efficiency and effectiveness of disposal process.
 - Maximising the net return to Council, after considering disposal costs.
 - Reducing risk exposure.

Before the disposal of an asset, Council will consider the following:

- Current use of the asset.
- Current market value of the asset.
- Council's strategic plans.
- Any alternate future use of the asset.
- Annual cost of maintenance and operation.
- Outcomes of any community consultations.
- Appropriate timing of disposal to maximise the return to Council.
- Potential risk of ownership and disposal e.g. contains environmentally sensitive or hazardous material.
- Any impact the disposal of the asset may have on the community.
- Any cultural or historical significance of the asset.
- Any positive or negative impacts the disposal of the asset may have on Council's operations.
- How identifying marks or insignia that directly relate to Council can be removed from the asset.
- That the asset does not contain confidential documents, software, licencing implications or associated material.

- Conflicts of interest (that the officers involved in the disposal process have no conflict of interest).
- The zoning of land and whether any rezoning will be required; and
- Any other relevant Council Policies.

Council will undertake public consultation in respect to proposed disposal or rationalisation of land and/or buildings and Council approval will be required. The disposal of other asset types will be approved in accordance with Delegation Authorisation limits.

Councillors and Council officers will not be permitted to purchase assets being disposed of by Council unless the purchase is via an open tender, public auction process or the asset has an identifiable market price.

Purchasers or recipients of assets must agree that no warranty is given or implied by Council in respect of the suitability and condition of the asset for the purchaser or recipient and that Council will not be responsible for the asset in any respect following the sale or donation.

4. RELATED POLICIES/PROCEDURES/DOCUMENTS

PRO/INFRA520 Asset Disposal Procedure

POL/INFRA516 Asset Management Policy

POL /GOV002 Public Participation Policy

PRO /GOV002 Public Participation Procedure

CPOL/CORP242 Discontinuance and Disposal of Roads Policy

PRO/CORP242 Discontinuance and Disposal of Roads Procedure

POL/CORP226 Fraud Control Policy

CPOL/CORP229 Procurement Policy

POL/CORP216 Risk Management Policy

PRO/CORP216 Risk Management Procedure

POL/CORP 217 Tendering Policy

Local Government Best Practice Guidelines for the Sale and Exchange of Land Victorian Government

5. RELATED LEGISLATION

Local Government Act 1989

6. DOCUMENT HISTORY

Version Number	Issue Date	Description of Change
0.1 DRAFT		

Signed: _____ Mayor Date: _____

B.20.70 MEMORIALS POLICY

Responsible Officer: Director Infrastructure
File Number: S11-25-02
Attachments: 1 Memorials Policy

Declarations of Interest:

Svetla Petkova - as the responsible officer, I declare that I have no disclosable interests in this matter.

Summary

This report seeks a resolution to adopt the new Memorials Policy for discussion.

Discussion

Council is responsible for the maintenance of public roadsides, streetscapes, parks and open spaces.

The purpose of this Policy and procedure is to provide consistency and control in relation to the use of public open space for the placement of memorials.

The Memorials policy supersedes the Roadside Memorials Policy POL/INFRA508.

Consultation

This policy has been reviewed and discussed with relevant Council staff.

Financial Implications

The installation costs of any memorial will be borne by the applicant. Ongoing routine maintenance costs shall be at Councils expense and responsibility.

Social Implications

Council recognises that members of the community may wish to use public open space (parks, reserves, streets, etc) to plant tree memorials or purchase and install a park bench or seat as a memorial to their loved ones. This policy assists applicants in understanding the process regarding the installation of memorials and ensures that applicant are aware that the memorial may be removed if the asset poses a risk to the public or if a reserve be redeveloped and the asset is no longer consistent with a master or strategic plan for that location.

Economic Implications

Not applicable.

Environmental Implications

Nil implications for the policy, however, native vegetation or Cultural Heritage issues may arise during the asset installation and will need to be addressed appropriately.

Risk Management Implications

The Policy and Procedure addresses the following risks by ensuring that:

- Memorials are placed in a safe location
- Memorials are consistent with master and strategic plans
- Applicants are aware that Council cannot guarantee that a memorial will be preserve or remain at the site indefinitely

Council Plan Strategy Addressed

Infrastructure - Infrastructure that appropriately services community needs.

Options

1. That Council adopt the Memorials Policy as presented and discontinues the Roadside Memorials Policy POL/INFRA508
2. That Council does not adopt the Memorials Policy
3. That Council amend the Memorials Policy and discontinues the Roadside Memorials Policy POL/INFRA508

Recommendation

That Council adopt the Memorials Policy as presented and discontinues Roadside Memorials Policy POL/INFRA508.

POLICY TITLE MEMORIALS POLICY

POLICY NUMBER CPOL/INFRA519

1. PURPOSE

Swan Hill Rural City Council (Council) recognises that members of the community may wish to use public open space (parks, reserves, streets, etc.) to plant tree memorials or purchase and install a park bench or seat as a memorial to their loved ones. Other memorials may be placed by Council to commemorate an event or for the official opening of a completed Council project.

This policy has been established to provide consistency and control in relation to the use of public open space in the placement of memorials and to ensure they do not negatively impact these spaces.

Applications will be assessed strictly applying the criteria set out in this policy and the procedure.

2. SCOPE

This policy applies to assessing applications received by Council related to the placement of roadside memorials, memorial trees or the placement of memorial plaques on seating in all public roads, parks, reserves, public open space and streetscapes.

3. DEFINITIONS

Applicant/Donor: A person or group who proposes the installation of a memorial.

Council: Indicates reference to Swan Hill Rural City Council as a geographical area and also refers to the entity which has the authority to make decisions on behalf of the Swan Hill Municipal community.

Immediate family: For the purpose of this policy, “immediate family” refers to spouse/partner, parents, siblings and all children of the deceased.

Memorial: Park furniture or tree designed to preserve the memory of a person or group.

Public Open Space: Land that is available to the public for recreation, sport or has a conservation or aesthetic purpose. Open space includes reserves, parks, trains, sportsgrounds, civic area and play spaces.

Road: Road is defined in Section 3 of the Local Government Act 1989. The term ‘road’ includes but is not limited to a right of way, street of footpath.

4. POLICY

This policy applies to people and groups wishing to place a plaque or memorial within the Swan Hill Municipality as well as Councillors and staff who will decide on the applications.

Council is committed to providing a clear and compassionate approach to requests for permission to place memorial on public land whether they are permanent or temporary.

In the instance of existing memorials, installed prior to the date of this policy, which subsequently require removal, every effort will be made to contact next of kin prior to such a removal. Replacement will not occur if no contact can be made with the initial donor.

5. RELATED POLICIES/PROCUDURES/DOCUMENTS

CPOL/INFRA520 Asset Disposal Policy and Procedure

PRO/INFRA519 Memorial Procedure

POL/INFRA500 Asset Naming Policy

6. RELATED LEGISLATION

Nil

7. DOCUMENT HISTORY

• Version Number	• Issue Date	• Description of Change
• 01 DRAFT		•
•		•

Signed: _____

Mayor

Date: _____

B.20.71 SWAN HILL AERODROME UPGRADE PROJECTS

Responsible Officer: Director Infrastructure
File Number: S09-01-02-10
Attachments: Nil

Declarations of Interest:

Svetla Petkova - as the responsible officer, I declare that I have no disclosable interests in this matter.

Summary

This report is to provide Council with details of the projects to refurbish Swan Hill Aerodrome runways and upgrade taxiways. Council has received approval for a \$1.2 million grant for the runway reconstruction / taxiway construction and layout updates that will enable an increase in hangar & apron space and extend the useful life of this key Swan Hill infrastructure. This grant combined with Council's contribution will result in a \$3.3 million upgrade.

Discussion

The aerodrome, originally constructed during World War 2, is currently one of the key aircraft transportation hubs in Mallee region. It accommodates air traffic all year round and plays an important role for the emergency services and public / business use, as per the "current aerodrome use business case" table below.

Aircraft Type	Average landings	Max Load (Kg)
Air Ambulance King Air 350	27 Per Month	6,849
Air Ambulance AW139	Permission Unlimited Currently around 4 per year	6,000
Citation Sovereign C680	4 per year	13,608
Challenger 604	Up to 10 Per Year	21,863
Charter SAAB 340B	1-2 Per Year	12,927
Recreational Aircraft	270 Per Month	

Table 1- Swan Hill Aerodrome Current Use

The grant application outlined the following as the basis for the upgrade works –

The economic expansion in Swan Hill region has been significant over the last five years and to continue the growth of the region, a major upgrade of the Aerodrome is essential. This will ensure it continues to meet the needs of the aero-medical, emergency service operation for SES and CFA, manufacturing, agricultural and service industries as well as the increasing air tourism. To meet this requirement it is required to strengthen the main runway, allow for the installation of Jet A1 refuelling facility, reconstruct and extend the taxiway for improved traffic flow / additional hangar space and provide aircraft parking apron.

In addition, letters of support were received from the local businesses including Floorex, Polymaster and Ultra-Vision. In those letters it was highlighted the likely increases in profitability and improved competitiveness of the local businesses due to the ability to take a larger aircraft on a charter flight, which can be attained by reconstructing the runways, taxiways and apron, and providing a Jet Fuel facility.

The sealed runway was constructed in 1965, and apart from the previous project to strengthen the middle section of the runway only minor patching works have been regularly done to keep the runway operational. Condition assessments have indicated two problematic areas which can be improved by strengthening and will continue to allow larger aircraft to operate in the future. The same applies to existing sealed taxiways, which currently suffer from cracks and uneven surfaces. Without refurbishment works the condition of the sealed pavement is likely to continue to deteriorate, resulting in higher maintenance costs just to keep the aerodrome operational (no value added).



Figure 1 - Cracks on sealed runway & pavement patches.

The natural surface (no grass) runway is required during adverse wind condition landings and takeoffs and for recreational aircraft. Most recreational aircraft prefer to avoid sealed runway to minimize tyre wear.

The natural surface (no grass) runway is also severely worn and currently requires grading works carried out twice a year to maintain the surface in acceptable level state – this results in significant maintenance costs, as one grading action costs in the vicinity of \$12k. Uneven runway surface causes pooling of water which results in runway closure until the pavement dries, causing service disruptions of up to a month. Upgrading this runway to gravel is projected to significantly reduce maintenance costs due to pavement improvements and will reduce unavailability periods due to wet conditions.



Figure 2 - Natural surface runway / water pooling example.

Hangar space is also a significant concern and with the construction of the Jet A1 refuelling facility has resulted in the last vacant hangar space at the aerodrome being taken. To accommodate future expansion, construction of an additional taxiway and apron is required. An optimised layout has been developed, which delivers the most hangar space for the shortest length of taxiway and is capable of accommodating further expansion in the future.

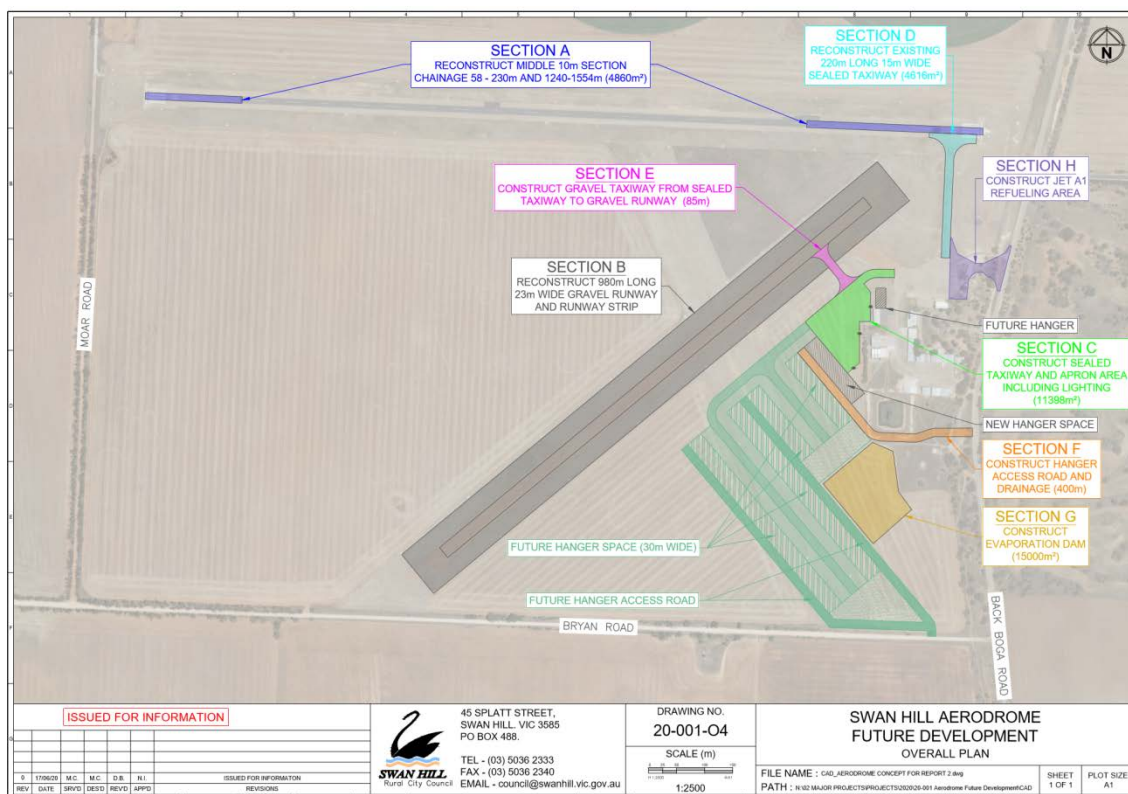


Figure 3 - Swan Hill Aerodrome Upgrade Projects with additional hangar space and future hangar space provisions.

In addition to the above, to support the operations of the new and refurbished aerodrome facilities an effective drainage system is required. This can be achieved by the construction of the evaporation dam within the aerodrome area and drainage swales and pipes to direct the water into the dam. The improvement of drainage will reduce ground saturation, subsequently reducing the pavement wear and significantly reduce service interruptions due to a heavy rain event.

Recommended Actions

The aerodrome is overdue for an upgrade as it is one of the critical Swan Hill transport infrastructure facilities. The upgrade will enhance facilities for emergency and medical specialist use, improve end-user / aircraft safety, allow landings of heavier aircraft and prepare hangar space for the projected future expansion including pending needs from medical practitioners. These recommended refurbishment works do not include any specific provisions for a pilot training school.

Table 2 below provides list of projects and estimated cost for implementation:

Project Description Shown on Figure 3 (A-H) and Priority Projects	Estimated Cost
Section A – Sealed Runway Reconstruction	\$300,000
Section B – Upgrade to Gravel Runway	\$600,000
Section C – Construct Sealed Taxiway & Apron plus Drainage	\$650,000
Section D – Reconstruct Existing Sealed Taxiway	\$250,000
Section E – Construct Gravel Taxiway (from Sealed Taxiway to Gravel Runway)	\$60,000

SECTION B - REPORTS

15 September 2020

Section F – Construct Hangar Access Road and Drainage	\$150,000
Section G – Construct Evaporation Dam	\$50,000
Section H – Construct Jet A1 Refuelling Area	\$250,000
Independent Audit - as per RAP1 funding requirements	\$30,000
Internal Charges	\$130,384
Provision for a new 3 phase power supply for aerodrome lighting and safety improvement and new supply to hangers including a new cabinet and conduit under the new pavement area for Apron Lighting in future	\$200,000
Installation of a new Pilot Activated Lighting Control systems in Aerodrome	\$50,000
Automatic Weather Station The provision of an AWIS is a high priority for pilots using the aerodrome.	\$15,000
Spray Seal of the sealed Runway, Existing Hanger Taxiway, Parking and Apron	\$361,038
Terminal Building Upgrade and Car park Spray Seal	\$226,990
Sub-Total (a)	\$3,323,412
Other Projects - Not shown on the plan & not planned to deliver at this stage	
Apron lighting installation - 4 poles of 23m heights	\$200,000
Runway lighting upgrade project - as per new standard	\$400,000
Terminal Surrounding Area Improvement Works	\$136,000
Sub-Total (b)	\$736,000
Total (a+b)	\$4,029,028

Table 2 – Aerodrome Upgrade Projects

Available budget is shown in below Table 3:

Available Fund	Amount
SHRCC Aerodrome Budget for 2019-20 and 2020-21	\$2,100,000
RAP1 Funding	\$1,223,412
Total	\$3,323,412

Table 3 – Available Budget for 2019-20 and 2020-21

Consultation

The following consultation was undertaken to finalise the Swan Hill Aerodrome refurbishment projects:

1. Aerodrome Initial Planning Workshop with Technical Expert on 09 October 2019
2. Council Assembly discussion on Aerodrome future development projects on 19 November 2019
3. Aerodrome refurbishment planning workshop with stakeholders on 30 January 2020.
4. Council Assembly Aerodrome report on 30 June 2020.

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5. Stakeholders 2nd consultation on 09 July 2020
6. Write to all Stakeholders thanking them for participating in the second consultation and advising on our proposed projects 09 July 2020.
7. CEO's feedback to stakeholders consultation participants
8. Social and Print Media Community Consultation feedback as of 01 Sep 2020

Responses were received from residents, businesses and a community group supporting the refurbishment works at the Swan Hill Aerodrome.

Financial Implications

This project is funded partially by the Australian Government's Regional Airports Program (RAP1) grant, with the contribution from the Council (to cover the funding body requirement) on 1:1 basis.

Social Implications

The project has the potential to cause some disruptions to the aerodrome operations when works are in progress. These disruptions will be minimised by working closely with the aerodrome users, planning actions to develop a program of works which minimises the downtime of the essential facilities, and the provision for the works to be shut down during an emergency use event.

Economic Implications

The proposed works will improve existing and deliver new aerodrome facilities. These improvements will assist with expansion of the aerodrome and are projected to support the local businesses as well as increase air tourism.

Environmental Implications

The proposed improvements will support increased air traffic, potentially causing increased volumes of aircraft exhaust gas and the increase of aircraft will add to the existing noise around the aerodrome.

Risk Management Implications

Failure to upgrade the aerodrome will result in continuous increase in maintenance cost to keep the aerodrome operational, potential increase of aircraft landing and takeoff risk and possible damage to both aircraft and runway.

Council Plan Strategy Addressed

Infrastructure - Infrastructure that appropriately services community needs.

Options

Council can choose to approve, amend or not approve the recommendation.

Recommendations

That Council approve the implementation of the Swan Hill Aerodrome improvement program of works for \$3,323,412 as shown in Table 2 Sub-Total (a) utilising Australian Government's Regional Airports Program (RAP1) grant of \$1,223,412 and remaining contribution from the Council to cover the funding body requirements.

B.20.72 DISCONTINUANCE AND DISPOSAL OF ROADS POLICY AMENDMENTS

Responsible Officer: Director Infrastructure
File Number: S29-03-13
Attachments: 1 Discontinuance and Disposal of Roads Policy

Declarations of Interest:

Svetla Petkova - as the responsible officer, I declare that I have no disclosable interests in this matter.

Summary

Council's Discontinuance and Disposal of Roads Policy outlines Council's power to discontinue a road within its municipality under the Local Government Act 1989. This policy is periodically reviewed to ensure that it is still applicable.

Discussion

The review has focused on minor updates to content and refining wording.

It is the policy of the Council that:

- A road should not be discontinued without assessing:
 - if that action results in an outcome contrary to the interests of the general public
 - the requirements of the emergency service providers and statutory service authorities
 - the effects on Council infrastructure and services and other essential infrastructure services
 - the effects on abutting properties and buildings and their owners and occupiers
 - the effects on future use
 - the historic significance of the road

- Roads should only be closed under the provisions of the Planning and Environment Act 1987 when the closure is associated with an overall redevelopment or rezoning of land.

Consultation

The policy has been reviewed by the Executive Leadership Team.

Financial Implications

Nil implications for the policy, however each discontinuance will attract its own implications and will be addressed case by case.

Social Implications

To ensure an appropriate road network is provided.

Economic Implications

To ensure an appropriate road network is provided.

Environmental Implications

There are no implications for the policy. However, native vegetation issues may arise during the discontinuance process and will need to be addressed appropriately.

Risk Management Implications

This policy mitigates the risk of legal implications by using current legislation.

Council Plan Strategy Addressed

Infrastructure - Infrastructure that appropriately services community needs.

Options

Council can choose to adopt, amend or not adopt the recommendation.

Recommendations

That Council adopt the Discontinuance and Disposal of Roads Policy as presented.

POLICY TITLE DISCONTINUANCE AND DISPOSAL OF ROADS

POLICY NUMBER CPOL/CORP242

1. PURPOSE

The purpose of this policy is to define the criteria and requirements under which roads are discontinued and sold under the Local Government Act 1989 within the Swan Hill Municipality.

Council seeks to provide a consistent and efficient process for the discontinuance and/or sale of roads within its Municipality; including provision to return crown land to the Crown

2. SCOPE

This policy applies to the discontinuance and sale of all Council owned and managed roads.

3. POLICY

Council has the power to discontinue a road within its municipality. All actions must be lawfully and properly carried out with a special focus on public consultation and the impartial consideration by Council of any submissions received.

It is the policy of the Council that:

- A road should not be discontinued without assessing:
 - if that action results in an outcome contrary to the interests of the general public
 - the requirements of the emergency service providers and statutory service authorities
 - the effects on Council infrastructure and services and other essential infrastructure services
 - the effects on abutting properties and buildings and their owners and occupiers
 - the effects on future use
 - the historic significance of the road
- Roads should only be closed under the provisions of the *Planning and Environment Act 1987* when the closure is associated with an overall redevelopment or rezoning of land.

The sale of the land resulting from the discontinuance of a road must undergo a public notification process under the *Local Government Act 1989*, but is not open to submissions. If it is intended to sell a road that is proposed to be discontinued, this intention must be identified in the notice proposing the discontinuance.

If the road being discontinued is Crown land, it is to be returned to the Crown.

4. RELATED POLICIES/PROCEDURES/DOCUMENTS

PRO/CORP242 Discontinuance and Disposal of Roads Procedure
Local Government Best Practice Guidelines for the Sale and Exchange of Land

5. RELATED LEGISLATION

Local Government Act 2020
Local Government Act 1989
Road Management Act 2004
Planning and Environment Act 1987
Subdivision Act 1988
Limitations of Actions Act 1958
Transfer of Land Act 1958

6. DOCUMENT HISTORY

• Version Number	• Issue Date	• Description of Change
• 1.0	June 2019	• Initial Release
• 2.0 DRAFT	July 2020	• Draft for Council approval

Signed: _____ Mayor Date: _____

PROCEDURE TITLE DISCONTINUANCE AND DISPOSAL OF ROADS**PROCEDURE NUMBER PRO/CORP242****ENABLING POLICY**

Discontinuous and disposal of roads CPOL/CORP242

ENABLING LEGISLATION

Local Government Act 2020
Local Government Act 1989
Road Management Act 2004
Planning and Environment Act 1987
Subdivision Act 1988
Limitations of Actions Act 1958
Transfer of Land Act 1958

1. PURPOSE

The purpose of this procedure is to ensure the process of discontinuance and disposal of roads that are no longer required for public use will be handled transparently and that proceeds from any sale of land are calculated adequately.

2. SCOPE

This policy applies to the discontinuance and sale of all Council owned and managed roads.

3. DEFINITIONS

Council: Indicates reference to Swan Hill Rural City Council as a geographical area and also refers to the entity which has the authority to make decisions on behalf of the Swan Hill Municipal community.

Road: Road is defined in Section 3 of the Local Government Act 1989. The term 'road' includes but is not limited to a right of way, street or footpath

4. PROCEDURE

Conditional on the outcome of public consultation (see section 223 of the Act), Council has the power to discontinue a road, or part of it, by a notice published in the Government Gazette; and sell the land from the road (if it is not Crown land), transfer the land to the Crown or itself retain the land.

All actions must be lawfully and properly carried out with particular focus on public consultation and the impartial consideration by Council of any submissions received.

Gazetting a notice of discontinuance in the Victorian Government Gazette frees the land from all private and public rights and encumbrances save the certain rights and power of public authorities.

The sale of the land resulting from the discontinuance must undergo a public notification process under the Act but is not open to submissions. The intention of selling a road that is proposed to be discontinued must be identified in the notice proposing the discontinuance.

4.1. Methodology

A typical road discontinuance process includes seven process steps as has been outlined below in 4.12.

4.2. Context

Roads and reserves no longer required for its original purpose may be better utilised by either adjoining property owners or Council.

4.3. Consultation

A consultation will be undertaken about specific land parcels with all internal and external stakeholders before any road or reserve being discontinued. The Council should keep all relevant parties informed of progress throughout the process.

4.4. Valuation of Land

To assist with the discontinuance and disposal; and subject to preliminary consultation demonstrating support for the discontinuance to proceed, Council will offer the land for purchase at the current market value as determined by Council's contract valuers. Valuations will reflect the additional cost the subject parcel of land will add within the immediate locale having regard to the location of the subject land and its characteristics including whether the land:

- is incapable of being developed in its own right given the small land area;
- is only marketable to the adjoining owners;
- is long and narrow, and/or;
- is encumbered with an easement

4.5. Division of Land

The division of discontinued roads will be on an equal share basis to adjoining property owners. Council will always provide abutting owners with first opportunity to purchase a discontinued road before seeking offers from other parties.

If a neighbour adjoining the land is not interested in purchasing part of the area, the "full" area may be offered to other adjoining owners for the purchase.

4.6. Condition of Sale

The title to the land from the discontinued road, upon sale, must be consolidated with the title of the purchaser's main property as directed and if required by Council within 12 months of the transfer. To facilitate this outcome, Council officers will commence the process following the Council's resolution to proceed.

4.7. Costs

The purchaser of the land shall be responsible for all costs incurred including; conveyance, legal, planning and survey.

4.8. Public Road Register

If the road is listed in Council's register of public roads, it must be removed from register by Council resolution before it can be discontinued.

4.9. Easements

If Council or another authority has assets within the road reserve, an easement in favour of that authority must be made after the road is discontinued and before it is sold.

4.10. Crown road

These roads are owned by the Crown and known as 'Government road'; may have been created on the original Parish Plan, and/or by gazettal, and/or by an abuttal on a Crown grant.

Whilst the Council can exercise its power to discontinue a road, it is considered best practice to consult DELWP before formally proceeding to discontinuance. DELWP will then sell or retain the land for its own purpose.

4.11. Subdivisional road

These roads are freehold land registered on a Plan of Subdivision vesting in Council. The Council can discontinue the road and sell the land or retain for its purpose.

4.12. Road Discontinuance Process Steps

- 4.12.1. Either receive an application or determine that the road is no longer required for any public purpose.
- 4.12.2. Confirm land titles details and consult with relevant stakeholders, authorities, DELWP and adjacent landowners.
- 4.12.3. Obtain valuation information and write to interested purchaser/s to ascertain interest in potential sale transactions.
- 4.12.4. If interests exist, a report is to be prepared for Council delegation to commence the statutory discontinuance process and call for submissions under section 223 of the Local Government Act 1989
- 4.12.5. Place Public Notice as required under S223 and write to objecting and interested parties regarding submissions and advising of entitlement under S223 to make submissions to Council.
- 4.12.6. Review submissions and prepare a report for Council consideration to formally discontinue and sell the road.

- 4.12.7. If no submissions are received, commence the necessary procedural steps to complete the formal procedures for the discontinuance and sale of the road, including the execution of all relevant documentation.

5. RELATED POLICIES/PROCEDURES/DOCUMENTS

- Home Wilkinson and Lowry Road Discontinuances report under the Local Government Act 1989
- Local Government Best Practice Guidelines for the Sale and Exchange of Land
- Victorian Government Land Transactions Policy and Guidelines

6. DOCUMENT HISTORY

• Version Number	• Issue Date	• Description of Change
• 1.0	June 2019	• Initial Release
• 2.0	June 2020	• Review
3.0	July 2020	Draft Final

Signed: _____ CEO Date: _____

B.20.73 COMMUNITY AND EVENT GRANTS POLICY REVIEW

Responsible Officer: Director Development and Planning
File Number: S12-25
Attachments: 1 Community and Event Grants Policy
CPOL/COMM80

Declarations of Interest:

Heather Green - as the responsible officer, I declare that I have no disclosable interests in this matter.

Summary

This report is to review the Community and Event Grants Policy CPOL/COMM805.

Discussion

The Community and Event Grants Policy guides the allocation of community and event grant funds, through Council's annual Community Grants Program.

It is proposed to change the Policy to allow an organisation to apply for logistical support and/or cash sponsorship for multiple events as Council is keen to support as many events as possible.

Previously, the Policy stated that eligible groups/organisations could apply only once per year to the Community Development Fund and once per year to the Event Support Fund.

However, due to the need for event organisers to disclose any logistical support required from Council (eg. traffic management, signage, road closures) during the grants process, Council requires those event organisers who host more than one event per year, to apply to the fund for each event that requires assistance (logistical support and/or cash sponsorship).

The Policy will not change for the Community Development Fund where only one grant per year will be awarded.

All Event Support Fund applications are to be assessed on their merits, regardless of whether the event organiser has submitted more than one application.

It is proposed that the Community and Event Grants Policy updates are accepted at the Council meeting on 16 September 2020, to coincide with the approval of the 2020-2021 Community Grants Program recipients.

In addition to the aforementioned update, small changes have also been suggested:

- Updated advertising procedure

- The report included in the Council Agenda to no longer list the organisations/groups who were unsuccessful for grant funding, however will continue to note the number of unsuccessful applicants.
- The reference to the specific officer titles to be amended to the more generic term “the relevant officer” to cater for possible role changes.

A copy of the revised grants policy CPOL/COM805 is attached.

Consultation

Economic and Community Development Officers and Managers
Executive Leadership Team

Financial Implications

Not applicable.

Social Implications

Applications result in more Council-supported events and community projects across the municipality.

Economic Implications

More events being supported will encourage visitation and economic growth.

Environmental Implications

Not applicable.

Risk Management Implications

Council supported events must complete Council's Event Management Application that contains a risk management component.

Council Plan Strategy Addressed

Community enrichment - Provide services and support initiatives that create a Healthy and Safe Community.

Options

Council may choose to adopt, change or not adopt the recommendation.

Recommendations

That Council adopt the changes to the Community and Events Grants Policy CPOL/COMM806.

POLICY TITLE COMMUNITY AND EVENT GRANTS POLICY

POLICY NUMBER CPOL/COMM805

1. PURPOSE

This policy provides guidance for the allocation of community and event grant funds to the community.

2. SCOPE

This policy applies to grants made by the Council to community and other organisations for the purpose of encouraging and supporting community, and event development within the municipality. This includes cultural, heritage, recreational and environmental activities aiming to improve community identity, pride, cohesion, and economic development opportunities.

The policy covers the administrative processes to facilitate the allocation of money set aside in Council's annual budget for community grants, scholarships and events.

3. POLICY

Grants will be considered for any project or program that complements the Council Plan, and enhances the health, wellbeing and/or economic benefit of the community.

The budget for the Community and Event Grants Program will be determined by Council annually and divided into the following categories:

- 3.1. Community Development Fund** – Funding for community organisations to assist with operations.
- 3.2. Youth Endeavour Scholarship** – Funding to facilitate school students' transition out of secondary school.
- 3.3. Event Support Fund** – Funding for organisations to assist in the support and development of events in the municipality, as provided annually in the budget.

4. RELATED POLICIES/DOCUMENTS

Council Loan Support POL/CORP202

5. RELATED LEGISLATION

Nil

6. DOCUMENT HISTORY

Version Number	Issue Date	Description of Change
1.0	March 2007	Initial Release
1.1	December 2014	Review

1.2	May 2018	Review
0.2 DRAFT		

Signed:

Mayor

Date:

PROCEDURE TITLE	COMMUNITY AND EVENT GRANTS PROCEDURE
PROCEDURE NUMBER	PRO/COMM805P

1. ENABLING POLICY

Community and Event Grants Council Policy CPOL/COMM805

2. ENABLING LEGISLATION

Nil

3. PURPOSE

This procedure has been developed to facilitate an equitable basis for the provision of financial assistance and logistical support to community groups and organisations in order to stimulate the local economy, improve and support community pride, and develop cohesion within the community.

4. SCOPE

The procedure extends to cover the administrative processes to facilitate the allocation of monies set aside by Council in the annual budget under its Community and Event Grants programs. The procedure is limited to only those proposals that are eligible for funding under the criteria identified in the Grants and Funding Guidelines, and to the submissions received under that program during the grant opening period.

All applications for grants under the Community Development Fund, Youth Endeavour Scholarship or Event Support Fund must use the Community and Event Grants guidelines to apply for and acquit funds.

All grant recipients will be required to enter into an agreement with Council and submit a project/event evaluation before any funds are distributed. Recipients must also provide evidence they have acknowledged Council's contribution to the project or event.

All applications will be considered on their merits and assessed against funding criteria, as set out in the Grants and Funding Guidelines.

5. PROCEDURE

5.1. Responsibilities

Parties having responsibilities under this procedure are set out below:

- The Community and Event Grants Program falls under the authorisation of the Chief Executive Officer.
- The Director of Development and Planning shall be responsible for the implementation of the Community and Event Grants Procedure.

- The day to day operation of the scheme shall be the responsibility of the Economic and Community Development Manager.

5.2. Budget

- Council shall allocate an annual amount to the Community Development Fund, Youth Endeavour Scholarship and Event Support Fund programs.
- Council shall have the right to vary the base allocation.

5.3. Community and Event Grant Categories

The budget for the Community and Event Grants Program will be determined by Council annually and divided into the following categories:

- Community Development Fund
- Youth Endeavour Scholarships
- Event Support Fund

5.4. Advertising

An advertisement and/or media release, calling for submissions to the Community Development Fund and Event Support Fund programs shall be carried out no later than May each calendar year.

Advertising may take place through print, radio, be on Council's website and social media with guidelines available to be downloaded from Council's website.

6. COMMUNITY DEVELOPMENT FUND

6.1. Applications

Applications for the Community Development Fund will not be accepted after the closing date unless exceptional circumstances ratified by the Director of Development and Planning.

All applications for funding pursuant to this procedure must be lodged online, by close of business, on the date nominated on Council's website.

Funds are limited therefore not all applications may be funded or funded to the amount requested.

6.2. Eligibility

Groups and organisations based within the municipality are eligible. Groups and organisations based outside the municipality, but with a project proposal delivering program services, activities or events to residents of the municipality are also eligible.

Funding will only be provided to Community Organisations that:

- operate within or provide services targeting residents within the municipality.
- are incorporated or auspiced by an incorporated organisation.

- provide access to Council residents either as members, participants or supporters.
- ensure adequate legal and insurance requirements are met.
- operate for the benefit of the community.

Funding will not be provided for the following:

- Individuals, religious groups and for profit commercial enterprises.
- Projects that are the responsibility of other agencies or government departments.
- Projects for capital works that are completed on private property. However, projects that are to be carried out on properties that are heritage listed are exempt.
- Projects that request financial assistance for catering.
- Groups or organisations that are in debt to Council.
- Groups or organisations that support gambling activities.

Generally, funding will only be provided for applications that target:

- New or upgraded equipment essential to the operation of the community group.
- Structural repairs or minor upgrades to community facilities.
- Current OHS or risk management issues.
- New programs or activities within a community.
- Activities that have broad community benefit.
- A specific high needs group.
- Projects that promote local sustainability initiatives create proud community spaces and promote responsible water use and conservation.
- Protection, conservation and restoration of heritage items and assets.
- Club capacity.

6.3. Grant Conditions

- Applicant organisations are expected to at least match Council's contribution in either cash, or "in kind" or a combination of both.
- Grants will not be provided for works already commenced or completed by the organisation, unless Council's prior written consent has been received.
- All grants need to be completed in the specified timeline.
- Projects linked to the Council Plan, a Community Plan, or a Council endorsed Master Plan will be a priority.
- Projects which support local businesses will be favourably considered.
- Grants will generally not be available for salaries or wages.
- Clubs or organisations that already receive financial assistance are eligible to apply, however the applicant must declare the level of support they receiving so that it can be considered by the panel.

6.4. Evaluation

A committee chaired by the Chief Executive Officer or their delegate shall be responsible for the assessment of applications for funding under the Community Grants Program and making recommendations to Council for the allocation of grants. The committee will consist of two nominated Councillors and relevant Council Officers.

The relevant Economic and Community Development officer shall be responsible for preparing a preliminary assessment of each application taking into account the following factors to determine priorities for funding:

- The immediate and future contribution the project will make to support community development and resilience;
- Availability of alternative facilities;
- Any other evidence of demand;
- Long term viability of applicant organisation;
- The level of cash contribution;
- The level of “in kind” contribution;
- Availability of other funding source(s);
- The number of active members and;
- Prior receipt and utilisation of grants.

7. YOUTH ENDEAVOUR SCHOLARSHIP

The Youth Scholarship Program is to assist school leavers who endeavour to undertake further education, jobs, training and career opportunities.

Scholarships at \$500 each will be on offer to the following secondary schools in the municipality:

- 2 x Swan Hill College, Swan Hill
- 1 x St Mary MacKillop College, Swan Hill
- 1 x Manangatang P12
- 1 x Clontarf Robinvale
- 1 x Clontarf Swan Hill
- 1 x Swan Hill Flo Campus
- 2 x Robinvale College
- 1 x Glenvale School

The scholarship is to aid students to take the next step after leaving secondary school and may fund, but is not limited to the following items:

- Education and training fees, books and uniform
- Purchase of a vehicle, driving lessons, licence fees
- Tools and equipment

7.1. Eligibility

Secondary school students completing year 12 or leaving school to complete an apprenticeship, TAFE course, work full time or similar are eligible to apply.

7.2. Criteria

- A student who has worked hard and who has aspirations to complete further training, study or pursue career opportunities after secondary school Eg. Traineeship, TAFE, job, University.
- A student who may require financial assistance to take the next step after secondary school.
- Schools are to provide Council with a ‘student brief’ outlining who the successful student is and why they should receive the scholarship.
- Not to have received another student scholarship.

7.3. Acknowledgement

- The Mayor or Councillor is to be provided the opportunity to present the scholarship to the successful student.
- Schools are to provide a minimum of four weeks' notice of the successful recipient and date and time the scholarship is scheduled to be presented.
- To acknowledge Swan Hill Rural City Council as the sponsor of the Swan Hill Rural City Council Youth Endeavour Scholarship in any media or presentation/awards nights. The Council logo is also to be used where the opportunity exists such as in media, presentation/award nights (Eg. Corflute signs/banners and/or booklets, social media.)

7.4. Opening and Closing Dates

- Schools are to coordinate the scholarship timelines.
- The allocated number of scholarships for each school (outlined above) can be claimed only once per financial year.

7.5. Grant Claim

- Schools will be provided scholarship funds after the receipt of a tax invoice and a student brief.

8. EVENT SUPPORT FUND

All requests for logistical support and event sponsorship will be managed through applications to the Event Support Fund during the open period, unless under exceptional circumstances as ratified by the Director of Development and Planning. This process will provide Council with a consistent, equitable and transparent methodology to ensure the appropriate level of funding and/or support is provided to each applicant organisation.

All applications must be lodged online. Any supporting documentation must be attached online during the application process, or emailed to Council within three (3) days of submitting an online application.

Council support may consist of:

In-kind (Logistical Support)

- Provide advice and information to organisers of events, such as provision of signage, traffic management, park/reserve preparation, cleaning, photocopying, provision of visitor information and civic duties.

Financial (Event Sponsorship)

Provide financial assistance to eligible applicants that satisfy the funding criteria.

8.1. Eligibility

This policy applies to any community group or profit-based organisation that wishes to stage an event within the Swan Hill Rural City Council. This includes:

- New or emerging events;
- Existing events which provide economic and/or social benefit to the region and;
- Existing events that have been funded for more than three years that can show a new or innovative element to their event.

8.2. Eligibility Criteria

Groups and organisations must be:

- Based within the Swan Hill Rural City Council municipality, or
- Deliver events to residents of and visitors to the municipality

Funding will only be provided to community groups and profit-based organisations that:

- Are incorporated (or through an auspicing body).
- Provide access to Council residents either as members, participants or supporters.
- Have acquitted previous funding through Council.
- Meet adequate legal and insurance requirements eg. Public liability insurance.
- Organisations are expected to at least match Council's contribution in cash, in kind or a combination of both.
- Funding will not be provided for events that have already commenced, or been completed by the organisation, unless Council's prior written consent has been received.
- Changes cannot be made to a grant project without submitting a variation proposal to Council in writing.
- All unspent funds will remain with Council.
- As funds are limited, applications may not be funded or funded to the amount requested.
- Projects linked to the Swan Hill Rural City Council Plan or a Community Plan will be prioritised.
- Projects that support local businesses will be looked upon favourably.
- All applicants must complete an Event Evaluation Form within two months of the event being held.

8.3. Evaluation

The weighted event evaluation process will assist the panel to allocate funding and logistical assistance accordingly.

A committee chaired by the Chief Executive Officer or their delegate shall be responsible for the assessment of funding and logistical support applications under the Event Support Fund and making recommendations to Council for the allocation of grants. The committee will consist of two nominated Councillors and relevant Council Officers.

The relevant Economic and Community Development officer shall be responsible for preparing a preliminary assessment of each application, taking into account the following factors to determine

priorities for funding:

- Economic impact/number of day and overnight visitors.
- Social benefit to the region - Contributing to the region, including alignment with the region's tourism objectives or ability to positively contribute to the profile of the region and providing opportunities to engage with or showcase our cultural, arts or leisure elements.
- Events offering innovative elements.
- Showcasing and developing skills of individuals and community groups.
- Ability to grow the event (number of participants or economic impact).

9. COMMUNITY DEVELOPMENT FUND AND EVENT SUPPORT FUND ACCOUNTABILITY

- All applicants are advised of the outcome of their application via official correspondence within 14 days of Council approval.
- Eligible groups/organisations are entitled to one grant only from the Community Development Fund each financial year.
- Eligible groups/organisations can submit multiple applications for the Event Support Fund each financial year, with each individual event to be assessed on its merits.
- All Community and Event Grants will be publicly acknowledged in Council's Annual Report, and on Council's website.
- Organisations receiving Community and Event Grants shall be required to enter into a signed agreement with the Council.

10. REPORTING

A report will be provided annually to Council outlining the successful recipients of funding, the number of unsuccessful applicants, the use made of the funds and the community benefit.

A report on the distribution of the funding and outcomes will form part of Council's Annual Report.

11. RELATED POLICIES/PROCEDURES/DOCUMENTS

Council Loan Support POL/CORP202
 Grants and funding guidelines
 Community Grants Funding Agreement

12. DOCUMENT HISTORY

Version Number	Issue Date	Description of Change
1.0	March 2007	Initial Release
1.1	December 2014	Review
1.2	May 2018	Review
0.2 DRAFT		

Signed:

CEO

Date:

B.20.74 COMMUNITY GRANTS PROGRAM 2020/21 SUCCESSFUL RECIPIENTS

Responsible Officer: Director Development and Planning
File Number: S17-01-04-07
Attachments: Nil

Declarations of Interest:

Heather Green - as the responsible officer, I declare that I have no disclosable interests in this matter.

Summary

This report provides Council with information in relation to the 2020/21 Community Grants Program which includes the Community Development and Events Support Funds. It also makes recommendations to assist Council in determining which grants should be awarded.

Discussion

Community Development Fund

The Community Development Fund provides up to \$5,000 for eligible community groups to carry out their objectives.

Projects funded may include:

- Structural repairs or minor upgrades to community facilities
- New or upgraded equipment essential to the operation of the community group
- Current OH&S or risk management issues
- New programs or activities within a community
- Projects for specific high needs groups
- Projects that promote local sustainability initiatives, environmental innovation, create proud community spaces and promote responsible water usage and conservation
- Protection, conservation and restoration of heritage items and assets
- Club capacity (training, business plans etc)

A committee comprising of the Chief Executive Officer, Project Manager, Community Planning Officer and Councillors Bill Moar (Mayor) and Jade Benham evaluated all applications against the criteria.

Each application was assessed on its merits and the following factors were taken into account to determine priorities for funding:

- Number of active members

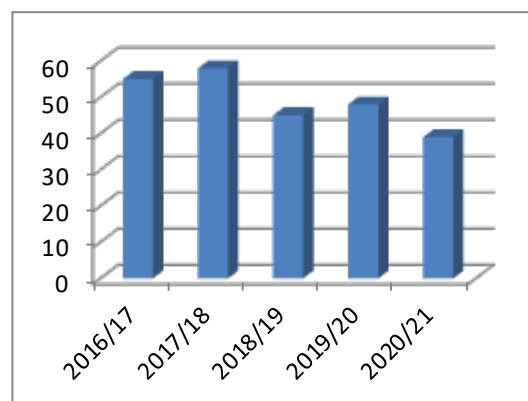
- The immediate and future contribution the project will make to support community development and resilience
- Availability of alternative facilities - Is there other viable options/alternatives?
- Level of demand - how much is the project needed?
- Long term viability of applicant organisation
- Level of cash or in-kind contribution - what is the organisation contributing to the project? Are they contributing in-kind?
- Availability of other funding source(s)
- Prior receipt and utilisation of grants - has the organisation acquitted all previous community grants to the satisfaction of Council?

Applications Received

Council received 39 applications for the 2020-21 year, significantly less than the 48 received in 2019/20.

The graph illustrates the number of applications received in comparison with previous years. The reduction in submissions is attributed to Covid-19 restrictions which impacted the delivery of projects last financial year.

The total value requested from Council by all 39 applicants this year as \$158,716.

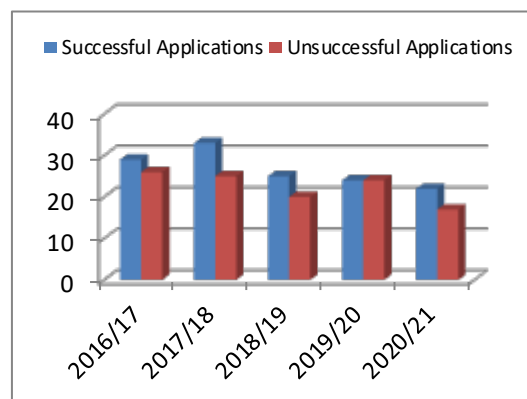


Successful Versus Unsuccessful Grant Projects

Of the 39 applications received this round, 56 per cent (22) are recommended for approval with the remaining 44 per cent (17) unsuccessful.

This is compared to 50 per cent successful in 2019/20.

The graph illustrates the number of successful versus unsuccessful applications compared to previous years.



Successful Grants

The funds available are able to support 22 projects up to the value of \$74,865.

SECTION B - REPORTS

15 September 2020

Successful applicants will contribute approximately \$152,920 in cash, in-kind and sponsorship/other funding to match Council's funds. This will result in just over \$242,000 worth of community projects being completed by the 14 June 2021.

A broad cross-section of projects has been recommended for approval covering a number of townships throughout the municipality including Swan Hill, Lake Boga, Manangatang and Ultima.

The following table represents the 2020/21 applications recommended for funding:

Organisation	Project Name	Value
Lake Boga Bowling Club	Plaster and Paint Clubrooms, including hall, kitchen and bar	\$ 5,000
Ultima Football Netball Club Inc.	Kitchen repairs and upgrade of equipment	\$ 4,985
Lake Boga Water Ski Club	Lake Boga Water Ski Club Kitchen Upgrade	\$ 5,000
Swan Hill and District Campdraft Club	Upgrade / Modification of Campdraft Camp Yard and spectator area	\$ 5,000
Swan Hill Lawn Tennis and Croquet Club Inc.	Bubbler Taps	\$ 3,146
Swan Hill Field & Game	Automatic Trap upgrade	\$ 3,000
Swan Hill Neighbourhood House	New carpet for the many users of Neighbourhood House	\$ 2,500
Manangatang Public Hall Committee Inc.	Shading times Eight	\$ 2,103.64
Swan Hill Riding for the Disabled	Erection of 3mt wall and door at Sth & SW perimeter of existing covered RDA arena	\$ 5,000
Nyah West Tennis Club Inc.	Nyah West Tennis Club Court Mower Repair	\$ 2,162.88
Nyah and District Pony Club	Self Contained Portable 2 Unit Toilet block	\$ 5,000
Speewa Heritage Collectors Club	Grounds Maintenance Mower	\$ 4,275
Nyah West Golf Club Inc.	Toilet Upgrade	\$ 5,000
Swan Hill Genealogical and Historical Society Inc.	Digitisation of historical films	\$ 600
Ultima Golf Club	Upgrade Kitchen	\$ 1,500
1st Lake Boga Sea Scouts	Enabling collaborative community fundraising events	\$ 5,000
Swan Hill Sporting Car Club	Shade Areas at SHSCC (Chisholm Reserve)	\$ 2,500

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Swan Hill Theatre Group	Insulating Roof	\$ 3,092
Swan Hill Bowling Club	Swan Hill Bowls Club Access Works	\$ 2,500
Mid Murray Flying Club	Club rooms air-conditioning project	\$ 3,000
Swan Hill Trotting Club	OH&S Improvement project	\$ 2,000
Robinvale Pistol club	Solar	\$ 2,500
Total		\$74,864.52

Unsuccessful Grants

The 17 proposed unsuccessful applicants will be notified in writing and feedback regarding their application will be available upon request.

Event Support Fund

The Event Support Fund provides grants and in-kind support to community groups and event organisers to develop new or existing events. Events funded may include:

- New or emerging events
- Existing events which provide significant economic and/or social benefit to the region
- Existing events that have been funded for more than three years that show a new or innovative element to their event to continue to receive funding

A committee comprising of the Chief Executive Officer, Director Development & Planning, Manager Libraries, Works Manager and two Councillors (Cr. McKay and Mayor Bill Moar) was formed to evaluate all applications against the set criteria.

In considering the level of support for an event, the following factors were taken into account to determine priorities for funding, through a weighted evaluation process:

- Economic impact/number of day and overnight visitors (30%)
- Social benefit to the region (20%)
- Contributing to the region, including alignment with the region's tourism objectives or ability to positively contribute to the profile of the region and providing opportunities to engage with or showcase our cultural, arts or leisure elements (20 %)
- Events offering innovative elements (10%)
- Showcasing and developing skills of individuals and community groups (10%)
- Ability to grow the event (number of participants or economic impact) (10%)

Coronavirus Pandemic

The COVID-19 pandemic has had a significant impact on regional events, community groups and event organisations. Events that received funding in the 2019/20 round that were cancelled or postponed due to COVID-19 were able to rollover their funding to the 2020/21 financial year. Those organisations that did incur pre-planning expenses were allowed to acquit part or all of their sponsorship, conditional upon evidence of receipts. Those that partially acquitted their sponsorship were able to apply for additional funds in the 2020/21 round.

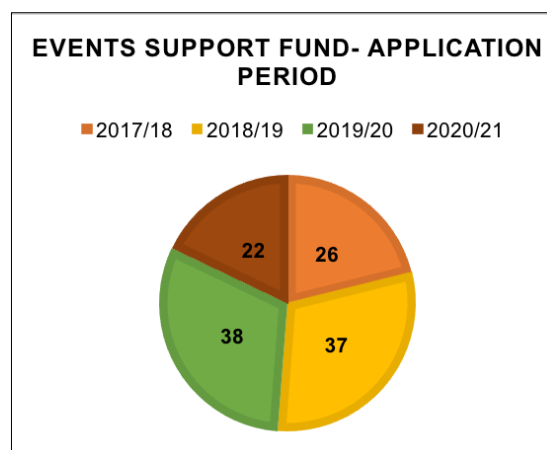
For the 2020/21 round, if the event is unable to proceed in the format and timeframe initially planned due to further restrictions or other unforeseen circumstances, applicants are strongly encouraged to submit a variation proposal. This variation proposal will provide Council with information regarding any alterations to the event and will help determine the outcome of their funding.

Applications Received

Council received 22 applications for the 2020/21 year, significantly less than the 38 received for the previous round in 2019/20.

The decrease in applications for 2020/21 is attributed to the Coronavirus pandemic.

The graph compares the number of applications received over previous years, but excludes any additional requests received outside of the Event Support Fund application periods. In 2019 there were around 10 additional requests for event support.



The total value of sponsorship requested from Council by all applicants in this round was \$73,050.

There are 10 applicants from the 2019/20 financial year whose funds were rolled over to this year due to cancellation or postponement of event.

This year Council received a number of new applications for event funding, including the Come and Try Sports Day, Hessian and Lace Long Luncheon, Piangil Xmas Get Together and Lake Boga Produce and Homemaker Fair. Some previous events have also reapplied through this year's program.

Successful Versus Unsuccessful Grant Projects

Of the 22 applications received the panel recommended that 17 should be funded and five not funded. During the panel meeting additional information was requested regarding some of the applications and this has been followed up.

Successful Grants

Council set aside \$125,000 for the Event Support Fund. This budget covers the cost of event sponsorship and logistical support. In-kind logistical costs will also be tracked and allocated to the appropriate departments, such as traffic management, cleaning and fencing. In 2019/2020 the tracking of these internal costs provided a better understanding of the dollar value contributed through in-kind support.

A variety of events have been proposed which vary in size, theme, purpose, location and venue. All successful applicants will be encouraged to seek Council's guidance to list their events on the Australian Tourism Data Warehouse (ATDW), enabling organisers to gain more exposure for their events.

Contact will also be made with the Pioneer Settlement to encourage successful applicants to include the region's hallmark attraction, Heartbeat of the Murray, as part of their event or conference through group and corporate rates.

The following table represents the 2020/2021 applications recommended for funding:

Event Name	Cash Sponsorship	In-kind support (value)	In-kind Comments	Total Value
Swan Hill Food Truck Festival 2021		\$2,000	Toilet Cleaning, Waste Removal, Traffic Management and Signage, Venue Hire, Pope Permit	\$2,000
Young Professional Networking Event	\$500			\$500
Annual Rally - Display of historical collections and items	\$1,000			\$1,000
2021 Australia Day Breakfast		\$920	Robinvale Community Arts Centre Venue Hire	*refer note below
Visions of Boga	\$2,500			\$2,500
2020 Robinvale Euston Christmas Promotional Draw	\$1,500			\$1,500
Swan Hill Region Food and Wine Festival	\$2,000	\$5,000	Pioneer Settlement Venue Hire	\$7,000
Come and Try Sports Day	\$1,000			\$1,000
Swan Hill Junior Invitational Basketball		\$5,000	Stadium and Pioneer Settlement Lodges accommodation Venue	\$5,000

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Tournament			Hire	
Blue Pearl Classic	\$2,500			\$2,500
Hessian and Lace Long Luncheon	\$3,000			\$3,000
Autumn Carnival	\$3,000			\$3,000
Swan Hill Film Festival 2020	\$2,000			\$2,000
Nyah District Christmas Carnival	\$3,000			\$3,000
Lake Boga Yacht Club Easter Regatta 2021	\$1,000			\$1,000
Massive Murray Paddle	\$2,000			\$2,000
Piangil Xmas get together	\$250			\$250
Total	\$25,250	\$12,000*		\$37,250

*Additional funds will be provided from the Australia Day budget to meet this request.

Unsuccessful Grants

The five unsuccessful Event Support Fund applications for 2020/2021 will be formally notified and are encouraged to contact Council should they require further information.

Consultation

Council's media department distributed a media release and the grants program, including guidelines and submission dates, is noted on Council's website. The program was also strongly promoted through Council's Facebook page with additional 'boosts' to ensure coverage to the whole municipality.

To complement this process, Economic Development officers maintain a grants mailing list, with subscribers receiving updates regarding the Community Grants Program.

Financial Implications

Council set a budget of \$77,000 for the Community Development Fund and \$125,000 for the Event Support Fund for the 2020/21 program. The report recommends that \$74,864.52 is allocated towards successful Community Development Fund applicants, leaving a balance of \$2,135.48. It is also recommended that \$37,250 is allocated towards successful Event Support Fund applicants, leaving a remaining budget of \$87,250. It is hoped that with changes to

the restrictions around COVID-19 that additional rounds of funding or assessment of new applications may be carried out in the new calendar year.

Social Implications

By providing funding for projects and events under the Community Grants program, Council helps to foster stronger communities in our municipality.

Community organisations will be able to undertake minor upgrades to facilities, purchase necessary equipment which will result in increased participation, health and fitness, social gatherings and interaction.

The successful operation of community organisations and clubs plays a vital role in ensuring a vibrant and healthy community.

Dependant on the Coronavirus Pandemic, community organisations may be able to hold their planned events which will result in increased participation, health and fitness, social gatherings and interaction. If the event is unable to proceed in the format and timeframe initially planned due to further restrictions or other unforeseen circumstances, applicants are strongly encouraged to submit a variation proposal.

Economic Implications

Funding through the Community Grants program will assist clubs and organisations to become adequately resourced to hold club and community based activities and reduce financial pressure to maintain club facilities and equipment.

Projects to the value of just over \$242,000 will be completed by community organisations by 14 June 2021.

It is hoped that events to the value of \$37,250 will be run by community and other organisations by mid 2021. These events will inject significant economic return to the municipality. However, it is likely this will be impacted by the pandemic.

REMPPLAN Data Analysis

Based on the applications which the Panel recommends to be approved, the economic benefit for the region is in the vicinity of over \$5 million.

Environmental Implications

Not applicable.

Risk Management Implications

Applicant organisations responsible for completing projects on Council owned or managed land will be required to enter into an Agreement with Council. This will be to ensure that the applicant organisation is aware of its responsibilities in terms of

delivering the project safely, by qualified persons, to relevant standards and with appropriate insurances in place.

All events supported through this program that are held on Council owned or managed property must adhere to Council's Event Management process to ensure safe event management practices.

Council Plan Strategy Addressed

Community enrichment - Develop a community with a sense of pride and responsibility/ownership that strives to achieve its aspirations.

Options

That Council

1. Approve the 2020/21 Community Development Fund and Event Support Fund successful recommendations, as presented in this report.
2. Not approve the 2020/21 Community Development Fund and Event Support Fund successful recommendations.

Recommendation

That Council approve the 2020/21 Community Development Fund and Event Support Fund grants as recommended in this report.

B.20.75 COMMITTEE – SWAN HILL LEISURE CENTRE

Responsible Officer: Director Development and Planning
File Number: P793504
Attachments: Nil

Declarations of Interest:

Heather Green- as the responsible officer, I declare that I have no disclosable interests in this matter.

Summary

The Local Government Act 2020 requires Council to review existing committees and establish them as one of a limited number of committee types defined in the 2020 Act:

- **Delegated committee**
A committee formed by a council to which the Council delegates “any power, duty or function of a Council under this Act or any other Act...” (s 11(1)). In effect, a delegated committee may exercise a power or undertake a duty or function as if it is the Council. Under the Act, the formation of, appointment to, and administration of delegated committees is highly controlled given their ability to exercise statutory functions and powers on behalf of the Council.
- **Community asset committee**
A community asset committee is a committee with powers of the Council, established and with members appointed by Council, with powers delegated by the Chief Executive Officer (CEO), subject to the terms and conditions specified by the CEO, for the purpose of managing a community asset in the municipal district (s 65(2)).

Although the Act is silent on any other type of committee, councils can establish any other committee that meets their needs, provided it has no delegated powers of council and does not manage a community asset on behalf of council, such as Advisory committees - provide advice to council, but where a final decision for action or expenditure is taken by Council in a Council Meeting.

Delegations made under the *Local Government Act 1989* remain in force until 1 September 2020, therefore any existing committees operating under delegation will not have the power to exercise these delegations, after this date, until new committees are established and new instruments of delegation are made.

Discussion

Council has one existing committees that falls under section 86 of the Local Government Act 1989 – the Swan Hill Leisure Centre Committee.

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While existing committees may have been established with powers delegated by Council, it is worth considering whether these committees continue to exercise those powers. Is it necessary to establish these existing committees as a delegated committee, a community asset committee or an advisory committee.

The Local Government Act (2020) provides that Council must adopt new Instruments of Delegation in relation to this committee to enable it to remain operational beyond 1st September 2020.

It is proposed that at this time, that the Swan Hill Leisure Centre Committee be re-established as a Community Asset Committee.

The Special Committees remain in force until disbanded by Council and their delegations remained in force until 1 September 2020.

The Swan Hill Leisure Centre committee was set up to oversee the operation of the centre and is tied to the various groups that funded the construction of the building – the main organisation being the Swan Hill College (Education Department) and community representation as well. Preliminary discussions have been held over the last year and the Principal of the school is keen to pursue the committee to be an advisory committee when the agreement of the Education Department can be reached. Part of the agreement was that the Section 86 committee be in place to ensure each of the funding bodies and the community had a stake in the operation of the facility. As the facility has operated successfully for 18 years the committees role has lessened and it largely acts in an advisory capacity. Approval from the Education Department will need to be sought for the establishment of a new committee and it is considered prudent to transition this committee to a community asset committee subject to the agreement of the Education Department. It is proposed that the Instrument of Delegation would be based on the current Instrument of Delegation and Joint User Agreement.

SUMMARY TABLE OF COMMITTEE TYPES

	Community asset committee	Delegated committee
Purpose	Manages a community asset in the municipal district	Exercises a power delegated by council
Instrument of delegation	Delegated by CEO	Delegated by council - requires a resolution of council
Reporting requirements	Specified by CEO, the CEO must submit an annual report to council	As specified in the instrument of delegation
Membership	Appointed by council (can be delegated to CEO)	Appointed by council - mayor, deputy mayor or

		<ul style="list-style-type: none"> councillor appointed as chair - at least two councillors - any other person appointed by council, who is entitled to vote
Other requirements	<ul style="list-style-type: none"> - indemnity - description of roles and responsibilities - governance requirements specified by the CEO 	<ul style="list-style-type: none"> - indemnity - description of roles and responsibilities - reimburse members (s40) - adherence to council governance rules - conflict of interest requirements - submission of primary and ordinary returns

Consultation

Limited consultation has occurred with the membership of the current committee.

Financial Implications

There will be no change with a new committee structure

Social Implications

Not applicable.

Economic Implications

Not applicable.

Environmental Implications

Not applicable.

Risk Management Implications

Failure to act would mean non-conformance with the Local Government Act.

Council Plan Strategy Addressed

Governance and leadership - Positive community engagement through appropriate and constructive consultation.

Options

1. Council re-establish the Leisure Centre Committee as a delegated committee under section 11 of the Local Government Act 2020 with similar conditions as the existing section 86 committee.
2. Council re-establish the Leisure Centre Committee as a community asset committee (subject to the approval of the Education Department) under section 11 of the Local Government Act 2020.

Recommendation

That Council re-establish the Leisure Centre Committee as a community asset committee (subject to the approval of the Education Department) under section 11 of the Local Government Act 2020.

B.20.76 PLANNING PERMIT APPLICATION FOR THE USE OF THE LAND FOR A CONTRACTORS DEPOT

Responsible Officer: Director Development and Planning
File Number: 2019/75
Attachments: Nil

Declarations of Interest:

Heather Green - as the responsible officer, I declare that I have no disclosable interests in this matter.

Summary

The application is for the use of the land for a Contractors Depot in the Township Zone and Farming Zone, located at 106-108 Murray Street and 21 Church Street, Piangil. This report seeks a Council resolution to issue a Notice of Decision to Grant a Planning Permit.

Discussion

Location and existing conditions

The subject sites are located on the north side of Murray Street consisting of two contiguous allotments both obtaining access by the existing crossover from Murray Street.

The first site is Lot 1 TP 234952, 106-108 Murray Street, Piangil located in the Township Zone. The site is irregular in shape with an overall area of approximately 1011m² and contains two shipping containers and various visible materials associated with the current business. The lot has frontage to Murray Street.

The second site is Lot 2 PS 539424, 21 Church Street, Piangil located in the Farming Zone. The site is irregular in shape with an overall area of 8.37 ha with some scattered native vegetation present and is vacant of any buildings. The current use is to store trucks and conduct minor maintenance.



Figure 1. Site frontage Murray Street, Piangil



Figure 2. Farming Zone subject site



Figure 3. Aerial image of subject sites and surrounds

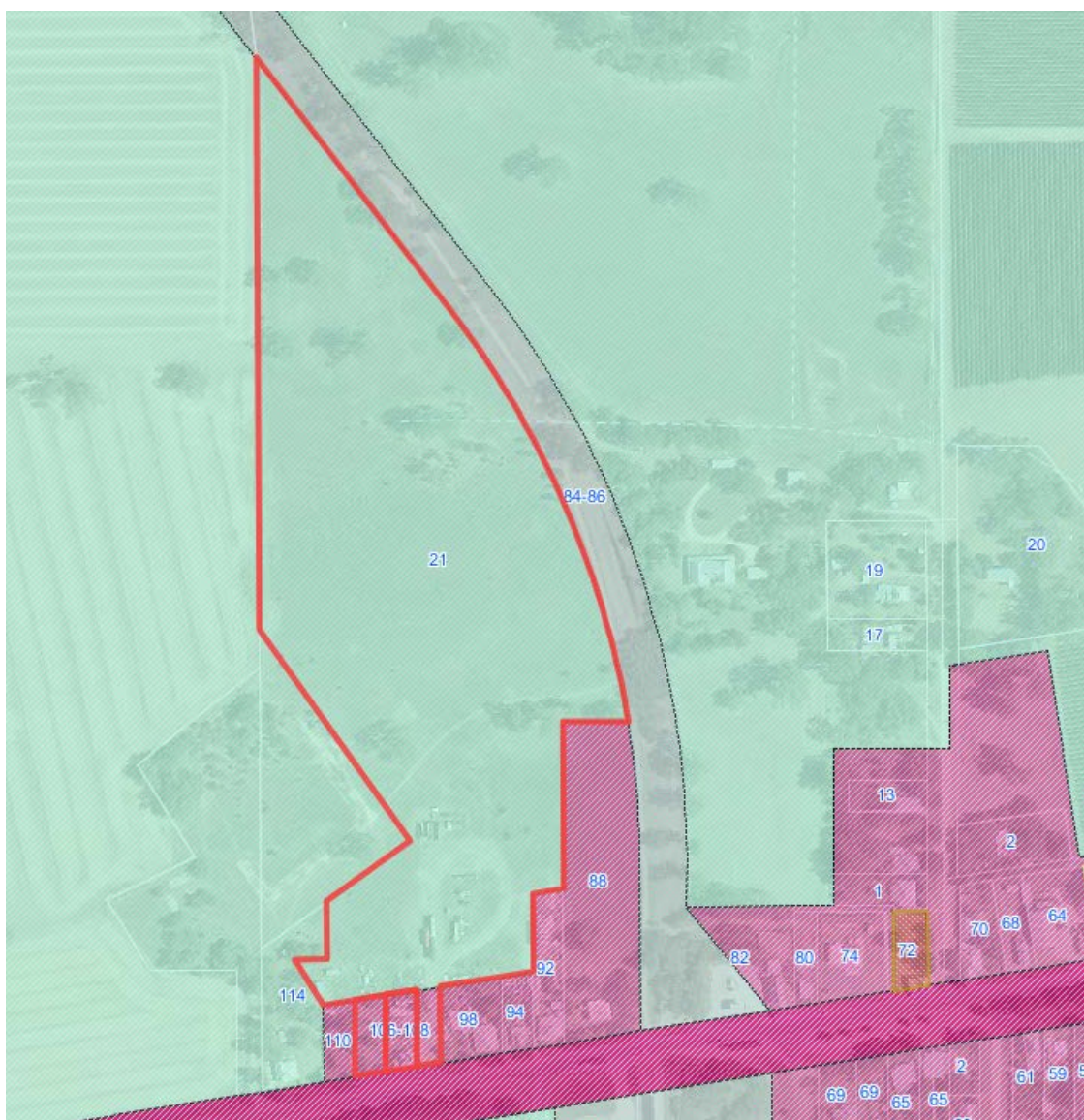


Figure 4. Zones and Overlays of subject sites and surrounds

Proposal

The application seeks a retrospective approval for the use of the land for the purpose of a contractors depot.

The proposal includes the following activities:

Activities conducted onsite:

- There will only be minor maintenance conducted on site such as tyre changing and pre start vehicle checks, the maintenance area is located closer to the rear boundary of the farm land site away from the neighbouring residence.

Activities conducted off site:

- No vehicle washing will be conducted on site. This will be conducted off site at appropriate commercial wash vehicle facilities located in larger regional areas.
- Any advance maintenance will be conducted off site by mechanical professionals.

Proposed business hours are between 7:00am and 6:00pm, Monday to Friday; Saturday from 8:00am to 5:00pm and Sunday 9:00am to 3:00pm. Emergency breakdown hours are requested in the event of late arrival/departure at the site. This will be considered anytime after 6pm.

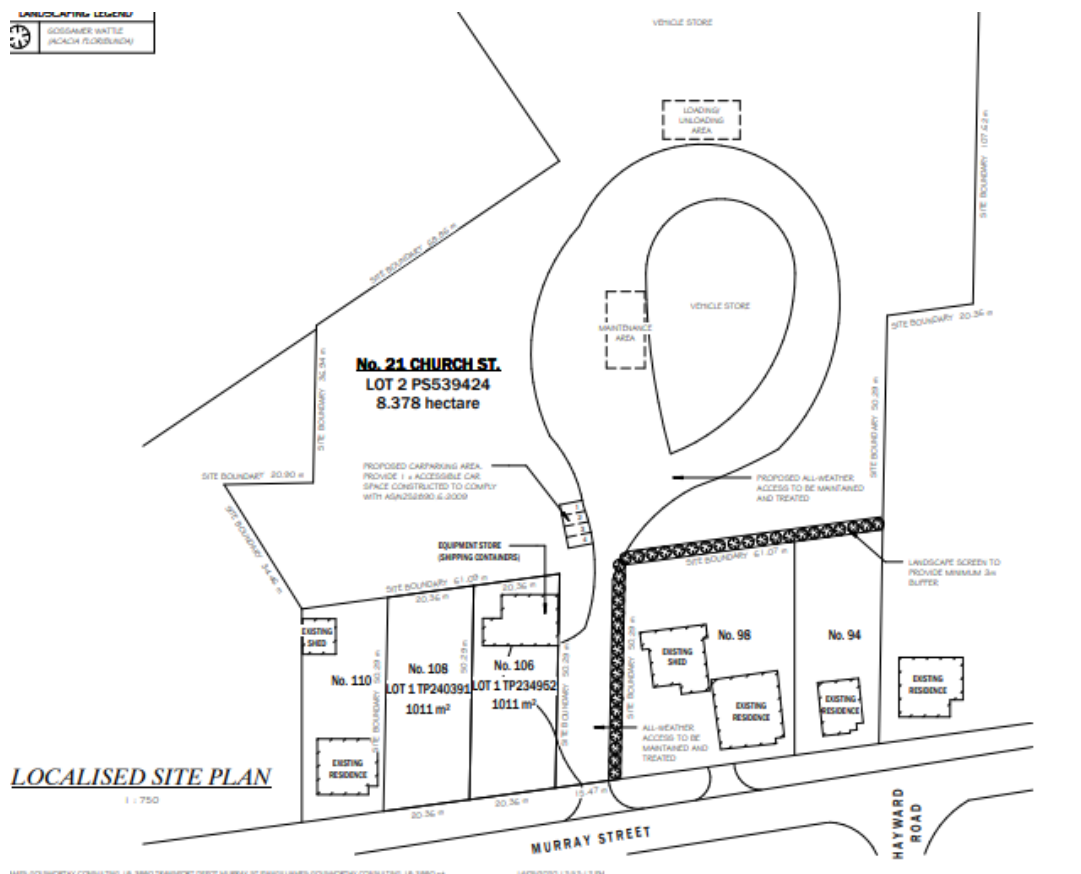


Figure 5. Site plan 'Contractors Depot'

Assessment

The primary planning considerations regarding the proposal is whether the contractors depot meets the purpose of the zones and is in accordance with State and local planning policy.

The Objectives of Planning in Victoria

Planning Schemes in Victoria must seek to achieve the objectives of planning in Victoria as set out in Section 4(1) of the Planning and Environment Act 1987. The relevant objective to the proposal is:

- To provide for the fair, orderly, economic and sustainable use and development of land.

The proposal will enhance the economic development by providing job opportunities and, therefore, it coincides with the above objective.

Farming Zone

The purpose of the Farming Zone is to provide for the use of land for agriculture, to encourage the retention of productive agricultural land and to ensure that non-agricultural uses, including dwellings, do not adversely affect the use of land for agriculture.

The land use “contractors depot” is not defined in the planning scheme and is, therefore, considered an undefined use that requires a planning permit.

The decision guidelines specified in Clause 35.07-6 of the planning scheme require consideration of general land capability and compatibility issues, impacts on agricultural use and potential, impacts on environmental resources and design and siting.

The proposal in this case is for the use only and, therefore, the compatibility with adjoining and nearby land uses has to be assessed on the basis that this is a farming zone, where rural activities are to be accommodated and tolerated.

It is considered that the impact on the natural physical features and resources of the area and in particular any impact caused by the proposal on soil and water quality, and by the emission of noise, dust and odours should be minimal, as the applicant has provided significant measures to mitigate any perceived amenity impacts as shown on the proposed plan. The proposal is further unlikely to impact on the flora, fauna and landscape features of the locality. It is also considered that the proposal would have minimal impact on the character and appearance of the area.

Township Zone

The purpose of the zone is to provide for residential development and a range of commercial, industrial and other uses in small towns. It also aims to encourage development that respects the neighbourhood character of the area, and to allow educational, recreational, religious, community and a limited range of other non-residential uses to serve local community needs in appropriate locations.

The proposed contractors depot is permitted by the zone (subject to approval) and is consistent with the purpose of the zone and by approving it will not cause additional detriment to adjoining properties, as the use is already operational. The application was advertised and Council has received one objection that is discussed later in this report.

On this basis, it is considered the proposal should not have any adverse impact on the values identified for the Township Zone and should not have any additional adverse impact on the amenity of surrounding properties. It is considered that amenity impacts may be improved by the conditions to be imposed on the applicant.

Land Subject to Inundation Overlay

The site is covered by a Land Subject to Inundation Overlay. The purpose of the overlay is to identify land in a flood storage or flood fringe area affected by the 1 in 100 year flood or any other area determined by the floodplain management authority and to ensure that development maintains the free passage and temporary storage of floodwaters, minimises flood damage, is compatible with the flood hazard and local drainage conditions and will not cause any significant rise in flood level or flow velocity.

The application has been referred to the Mallee Catchment Management Authority (MCMA). MCMA has commented that information available to them indicated that in the event of a 1% AEP flood event, it is likely that the property may be subject to inundation from Murray River. They have confirmed they do not object to the proposal subject to a condition.

Planning Policy Framework

Clause 17.01-1 Business

The policy has the following relevant objective to the proposal:

- *To encourage development which meet the communities' needs for retail, entertainment, office and other commercial services and provides net community benefit in relation to accessibility, efficient infrastructure use and the aggregation and sustainability of commercial facilities.*

The proposal will provide a commercial service to the Swan Hill and surrounding communities. It will also provide an economic and employment benefit to the region. The proposal will result in net community benefit in relation to providing services associated with the rural sector that is a main contributor to the economy of the region.

Clause 18.01-2 Transport system:

The policy has following relevant objective to the proposal:

- *To coordinate development of all transport modes to provide a comprehensive transport system.*

Relevant strategies are:

- *Ensure careful selection of sites for freight generating facilities to minimise associated operational and transport impacts to other urban development and transport networks.*

The proposal contributes to the existing transport system and freight facilities and will continue to contribute to economic growth, by providing employment opportunities and services within the region.

Local Planning Policy Framework (including the Municipal Strategic Statement)

Clause 21.08-1 Business

The policy has the following relevant objective to the proposal:

- *To provide for the growth of business and commerce.*

The proposal will continue to contribute to economic growth within the Swan Hill Municipality and surrounding communities.

Conclusion

The use is already operating on site and the applicant has applied for a retrospective permit to bring the use in compliance with the Swan Hill Planning Scheme. However, it is considered that whilst the use has been in operation for some time it has contributed to some concerns for residents adjoining the subject land, within the Township Zone.

These concerns are to be addressed through conditions on the planning permit, which will help facilitate an appropriate use to be conducted upon the land. The applicant on behalf of the proponent has also taken the concerns into consideration and proposed significant measures to mitigate any amenity impacts that may have been of concern, and is shown in detail on the submitted plan to be endorsed.

It is considered that the proposal to use the land for a contractors depot is an appropriate use and consistent with the purpose of the zones, and produces acceptable outcomes in terms of the State and local policy framework, which seek to encourage economic development within the municipality.

Consultation

Notice of the application

The application was advertised pursuant to Section 52 of the Planning and Environment Act 1987, via letters sent to adjoining and neighbouring owner/occupiers and a public notice displayed on the frontage of the site. Notification was completed in a satisfactory manner with Council receiving 1 objection.

The objection can be summarised as follows:

- Noise emanating from the site;
- Dust from the movement of trucks in the area;
- Road is not suitable for such heavy traffic;
- Odour emissions
- Reversing the trucks on the road is causing a safety hazard for the road users;
- Amenity impacts on surrounding properties within the township zone.
- Privacy concerns

The applicant and objector were invited to attend the Council assembly and put forward their relevant views. The objector expressed the above mentioned issues and the impacts that these have.

Following the Council meeting, when the application was layed on the table, Council officers met with the objector and applicant that resulted in some of the original conditions, as shown below, being amended in order to improve the current amenity concerns:

- Access ways will be conditioned to be constructed with crushed rock base and bitumen spray seal using 2 coat spray seal 14/7 stone to eliminate dust impacts.
- Operating hours for weekend movements will be conditioned to commence 8:00am and cease at 5:00pm to alleviate noise amenity.
- Landscaping that has been provided around the boundary fence to address privacy concerns will be conditioned to be maintained. The species are Gossamer Wattle (*Acacia Floribunda*) with a 3metre growth width providing a buffer and growth height of 6 metres to eliminate dust, noise and privacy concerns.
- The parking and/or starting of any vehicles within 100 metres of objector's dwelling.

The above conditions have been amended to be more specific and now read:

- Internal access ways located in the Township Zone will be conditioned to be constructed with crushed rock base and bitumen spray seal, using 2 coat spray seal 14/7 stone. The access way located in Farm Zone to be constructed in all-weather limestone crushed rock to eliminate dust impacts.
- Operating hours for weekend movements will be conditioned to commence

Saturday 8:00am and cease at 5:00pm and Sunday 9:00 am and cease 3:00pm, to alleviate noise concerns.

- Landscaping that has been provided around the boundary fence to address privacy concerns will be conditioned to be maintained. Landscaping to include species which will result in a dense screen to height of no more than 4 metres, with the inclusion of a 1.5 metre earthen mound on the northern boundary, to eliminate dust, noise and privacy concerns.
- Routine minor maintenance will be completed to the rear of the site as shown on the endorsed plan.
- Any loading and unloading is to be conducted in the location as shown on the endorsed plan, which is to the rear of the site in the Farming Zone.
- No parking and/or starting of any heavy vehicles and/or machinery within 50 metres of Township Zone boundary;

Referrals

The application was referred under Section 52 of the Act to Mallee Catchment Management Authority and Section 55 of the Act to the Roads Authority (VicRoads) and no objections have been raised by the authorities subject to conditions and notes.

The application was also referred internally to the Health, Building and Engineering Departments who also approved the proposal subject to conditions.

Financial Implications

Not applicable.

Social Implications

The proposal may impact adjoining and surrounding residences through the continued impact of dust, odour emissions, noise and visual amenity.

Economic Implications

Granting this permit will enable an existing business to continue to operate.

Environmental Implications

The proposal may impact adjoining and surrounding residences through the continued impact of dust, odour emissions, noise and visual amenity.

Risk Management Implications

Compliance with any permit granted may still require enforcement.

Council Plan Strategy Addressed

Economic growth - Provide land use planning that is responsive and which proactively encourages appropriate development.

Options

Council generally has two options when considering an application.

These being:

1. Issue a Notice of Refusal for the use of the land for a contractors depot at 106-108 Murray Street, Piangil.
Or
2. Issue a Notice of Decision to Grant a Planning Permit for the use of the land for a contractors depot at 106-108 Murray Street, Piangil subject to conditions and in accordance with the endorsed plan.

Recommendations

That Council issue a Notice of Decision to Grant a Planning Permit for the use of the land for a contractors depot at 106-108 Murray Street, Piangil, subject to the following conditions:

1. Two copies of amended plans are to be provided within thirty (30) days of the permit being issued to the satisfaction of the Responsible Authority. When approved, the plans will be endorsed and will form part of this permit. The plans must show:
 - a) Landscaping to the perimeter of 98 Murray Street showing a width of 1.5 metres to the western boundary and 4 metres to the northern boundary. Landscaping to be no more than 4 metres in height from ground level. The landscaping along the northern boundary of 98 Murray Street, must include an earthen mound of 1.5 metres in height.
 - b) The internal accessway located in the Township Zone to be constructed with crushed rock base and bitumen spray seal, using 2 coat spray seal 14/7 stone. The internal access way located in Farm Zone to be constructed in all-weather limestone crushed rock. Dust suppressant must be applied regularly to manage dust emissions.
2. The layout of the use on the endorsed plans must not be altered without the prior written consent of the Responsible Authority.
3. The use hereby permitted must be managed so that the amenity of the area is not detrimentally affected.

4. There must be no parking and/or starting or idling of any heavy vehicles and/or machinery within 50 metres of Township Zone boundary.
5. Minor maintenance is only to occur on site and will be completed in the location as shown on the endorsed plan.
6. Loading and unloading is to be conducted in the location as shown on the endorsed plan, which is to the rear of the site in the Farming Zone.
7. No vehicle washing must be conducted on site.
8. Unless with the prior written consent from the Responsible Authority, the use hereby permitted may only operate between the following hours:
 - Monday to Friday 7:00am to 6:00pm
 - Saturday 8:00am to 5:00pm
 - Sunday 9:00am to 3:00pm
 - Public Holidays 9.00am to 3:00pm
9. No more than four prime movers and trailers associated with the use of the land are to be kept on the land at any one time. No vehicle larger than this configuration can access the land.
10. Noise levels emanating from the premises must not exceed those required to be met under State Environment Protection Policy (Control of Noise from Commerce, Industry and Trade) No. N-1, to the satisfaction of the Responsible Authority.
11. All accessways must be maintained to avoid dust nuisance to any neighbouring residential land, to the satisfaction of the Responsible Authority.
12. The subject land must be kept clean and tidy at all times and must not adversely affect the amenity of the area, to the satisfaction of the Responsible Authority.
13. The landscaping shown on the endorsed plan, with species to be approved by the Responsible Authority, to a growth height of 4 metres must be planted and maintained to the satisfaction of the Responsible Authority. Any dead diseased or damaged trees must be replaced to the satisfaction of the Responsible Authority.
14. Planting of landscaping around the boundary fence to address privacy concerns must be maintained to the satisfaction of the Responsible Authority.

Engineering

15. All car parking spaces must be designed to allow all vehicles to enter and exit the land in a forward direction.
16. Within 3 months of the date of this permit, all internal access ways must be constructed as shown on the endorsed plans to the satisfaction of the Responsible Authority.
17. That storm water runoff from all buildings, tanks and paved areas must be dissipated as normal un-concentrated overland flow clear of all buildings and property boundaries.

Department of Transport

18. Prior to the commencement of use, the existing crossover to Murray Street must be upgraded (and sealed) in accordance with VicRoads Standard Drawing SD 2064 – Truck Access to Rural Properties Type A, to the satisfaction of and at no cost to VicRoads.

Mallee Catchment Management Authority

19. A flood safe plan must be developed and submitted to the Responsible Authority that includes, but is not limited to;
 - Predicted Murray River flows which trigger when the depot should be cleared;
 - Identifies flood free land where items from the depot will be stored during a flood event; and
 - Time required for completing the above is 3 months from the time the permit is issued.

Expiry

20. This permit will expire if the use hereby permitted is not commenced within two (2) years of the date of this permit. The Responsible Authority may extend the periods referred to if a request is made in writing before the permit expires, or within three months afterwards.

If a request is made outside of the above time, the responsible authority cannot consider the request and the holder of this permit cannot apply to Victorian Civil and Administrative Tribunal (VCAT) for a review of this matter.

Note:

Department of Transport

VicRoads also requires the following notation be placed on any planning permit to issue:

Separate consent for 'works within the road reserve' and the specifications of these works may be required under the Road Management Act 2004. For the purposes of

this application the works will include provision of:

- o Removal of a crossover; and
- o Any other works in the arterial road reserve

Please forward details to: nr.mailbox@roads.vic.gov.au

Further information regarding VicRoads' consent to work within the road reserve can be found on the VicRoads Website:

<https://www.vicroads.vic.gov.au/business-and-industry/design-andmanagement-within-the-road-reserve> or by telephoning (03) 5434 5078.

SECTION C – DECISIONS WHICH NEED ACTION/RATIFICATION

C.20.15 SIGN & SEAL REPORT

Responsible Officer: Chief Executive Officer

Attachments: Nil.

Declarations of Interest:

John McLinden - as the responsible officer, I declare that I have no disclosable interests in this matter.

Summary

The following documents and agreements have been signed and sealed by the Councillors and the Chief Executive Officer on the respective dates. Those actions require the ratification of the Council.

Discussion

During the course of any month Council is required to sign and seal a range of documents arising from decisions made on a previous occasion(s). Examples include sale of land, entering into funding arrangements for Council programs etc.

As the decision to enter into these agreements has already been made, these documents are signed and sealed when received, with Council ratifying the signing and sealing at the next Council meeting.

The following documents were signed and sealed since the last Council meeting:

No.	Document Type	Document Description	Date signed/ sealed
1006	Deed of Variation of Lease	Between Swan Hill Rural City Council and Lake Boga Ski Club	18-08-2020
1007	Section 173 Agreement, easement at 39 Mellor Grove	Between Swan Hill Rural City Council and D.J. Pearl and V.L. Pearl	18-08-2020
1008	Section 173 Agreement – two lot subdivision in farming zone 102 Satelburg Road, Robinvale	Between Swan Hill Rural City Council and T.J. Jury	01-09-2020

Conclusion

Council authorise the signing and sealing of the above documents.

Recommendation

That Council notes the actions of signing and sealing the documents under delegation as scheduled.

C.20.16 COUNCILLOR ASSEMBLIES - RECORD OF ATTENDANCE AND AGENDA ITEMS

Responsible Officer: Chief Executive Officer
File Number: S15-05-06
Attachments: 1 Councillor Assembly Attendance

Declarations of Interest:

John McLinden - as the responsible officer, I declare that I have no disclosable interests in this matter.

Summary

The Local Government Act 1989 requires that the details of Councillor Assemblies be reported to Council meetings on a monthly basis.

Discussion

The State Government has amended the Local Government Act 1989 which requires Council to report on Councillor Assemblies.

Whilst Minutes do not have to be recorded, Agenda items and those in attendance must be, and a report presented to Council.

An assembly of Councillors is defined as a meeting that is planned or scheduled at which at least half of the Council and one Officer are in attendance, and where the matters being considered that are intended or likely to be the subject of a Council decision.

No formal decisions can be made at an assembly but rather direction can be given that is likely to lead to a formal decision of Council.

Details of the most recent assemblies of Council are attached.

Consultation

Not applicable.

Financial Implications

Not applicable.

Social Implications

Not applicable.

Economic Implications

Not applicable.

Environmental Implications

Not applicable.

Risk Management Implications

Not applicable.

Council Plan Strategy Addressed

Governance and leadership - Effective advocacy and strategic planning.

Options

Council must comply with the requirements of the Local Government Act 1989.

Recommendation

That Council note the contents of the report.

COUNCILLOR ASSEMBLIES ATTENDANCE AND AGENDA
1 September 2020 at 1pm, Swan Hill Town Hall, Council Chambers

AGENDA ITEMS

- Community and Event Grants Policy
- Memorials Policy
- Asset Disposals Policy
- Youth Support Program
- LMW – Anthony Couroupis
- 10 Year Financial Plan
- Discontinuance & Disposal of Roads Policy Amendments
- Aerodrome Update
- Our Place
- Delegated Committees and Asset Committees
- Small Business Grants
- Tourism Industry COVID-19 Update

ADDITIONAL ITEMS DISCUSSED

- Nil

ATTENDANCE

Councillors

- Cr Les McPhee
- Cr Jade Benham
- Cr Bill Moar
- Cr Nicole McKay
- Cr Ann Young

Apologies

- Cr Chris Jeffery
- Cr Lea Johnson

OFFICERS

- John McLinden, Chief Executive Officer
- Heather Green, Director Development and Planning
- Bruce Myers, Director Community & Cultural Services
- Helen Morris, Acting Director Corporate Services
- Svetla Petkova, Director Infrastructure
- Laura O'Dwyer, Enterprise Assets Manager
- Jan McEwan, Family Youth & Children's Services Manager
- Kane Sparks, Youth Support Officer
- Will Burns, Youth Support Officer
- Hope Patty, Empower Youth Engagement Officer
- Warren Snyder, Finance Manager
- Ash Free, Financial Accountant
- Nazrul Islam, Engineering and Capital Projects Manager
- Candis Fraser, Project Manager Our Place
- Dione Heppell, Construction Project Manager Regional Livestock Exchange Redevelopment
- Fiona Gormann, Economic and Community Development Manager

- Teresa Lever, Economic Development Officer
- Bec Lyons, Visitors Services & Bookings Officer

Other

- Anthony Couroupis, Lower Murray Water

CONFLICT OF INTEREST

- Nil

SECTION D – NOTICES OF MOTION

D.20.8 COMMUNITY SUPPORT

Having given due notice, **Councillor Nicole McKay MOVED that Council:**

- 1. Provide greater support to the communities currently within the ward of Murray-Mallee to develop tourism and community infrastructure projects to assist their growth and economic development.**
- 2. Supports the community of Nyah District in project development and applications under the Murray-Darling Basin Economic Development Fund when the next round is opened.**

Preamble

Many suitable programs are designed to increase investment in remote and regional communities, including the Regional Development Fund; Regional Roads Victoria and Regional Arts Victoria.

Swan Hill Rural City Council has experienced huge growth in agricultural production through it's successful dry land farming and significantly through water reform which has seen an expansion of irrigation industries.

Any economic reform, or restructure of industry, brings with it challenges for it's communities: positives and negatives. The rural towns of the municipality have experienced this and it is fair to say, have emerged as survivors. They want to be better than survivors. They can thrive.

Agricultural growth is demanding labour. The towns need infrastructure support to enable the housing to grow to meet demand.

The roads of Murray-Mallee are experiencing heavier industrial and increased traffic on narrow and dangerous roads.

The area has great potential for tourism and recreation development as the most natural section of the Murray with large areas of accessible wilderness. The region currently experiences high numbers of local and external recreational and holiday use without significant investment in visitor services, promotion, or infrastructure.

In reference, in particular to the Nyah District, the Nyah District Action Group was established in the early 90's to support and develop other industries as horticultural reform altered foundations that the community was developed on. The group has worked consistently and persistently to support the community through the Nyah Farmers market. The Lions Club has established the Recreation Reserve Camping

area that has supported visitation to the locality. The area has fantastic natural assets and a strong and resilient community.

Continued investment in Lake Boga over the past 10 years has seen an economic and social renewal of the area. It is an example on the importance of strategic guidance and council investment.

Both the “Vibrant Villages” and the “Our Rivers, Our Region” projects are examples of Swan Hill Rural City broadening it’s focus to the rural towns, and are much appreciated. It is important that this continues.

Our municipality will be stronger and more resilient when the small and more remote communities are all able to enjoy the benefits of the growth and development that the region as a whole has enjoyed over the past decade.

D.20.9 PAYMENT FOR THE USE OF COUNCIL'S AERODROMES FROM AERODROME USERS

Having given due notice, **Councillor Les McPhee MOVED that: Council is provided with a report detailing the options available for recovery of some payment for the use of Council's Aerodromes from aerodrome users.**

Preamble

There has been significant investment into the infrastructure of the Swan Hill and Robinvale aerodromes. This investment has come from this Council, from previous Council's and from our State and Federal Government partners.

Currently there is limited income streams derived from the use of our aerodromes. Current income streams come from hanger leases from cropping leases and from pavement concession charges. Pavement concession charges are levied against aircraft that are heavier than those ordinarily permitted to use the aerodrome. The intention of pavement concession fees is to provide some income to compensate for accelerated pavement deterioration from heavier aircraft.

The Swan Hill and Robinvale aerodromes are subject to increasing opportunistic use from commercial training operators. This increased use comes at some loss of amenity to our community.

We should explore options to recoup some revenue into our community from aerodrome users.

D.20.10 RECREATIONAL AND COMMUNITY ALLOCATION OF WATER FROM THE ENVIRONMENTAL HOLDINGS OF THE COMMONWEALTH ENVIRONMENTAL WATER HOLDER (CEWH)

Having given due notice, **Councillor Jade Benham MOVED that:**
Council

- 1. Write to our local Federal member, Dr Anne Webster MP calling for the urgent establishment of recreational and community allocation of water from the environmental holdings of the Commonwealth Environmental Water Holder (CEWH) to support the social fabric of rural communities;**
- 2. Send copies of our correspondence to the Prime Minister and the Deputy Prime Minister calling on them to support the case for recreational and community allocation for water to be made available for rural communities.**
- 3. Write to all rural and regional Councils and border Councils in NSW asking that they write to their local Federal members, the Prime Minister and the Deputy Prime Minister supporting the case for recreational and community allocation for water to be made available for rural communities.**

Preamble

The Commonwealth Environmental Water Holder has carried over 320,000 ML of water again this year, (and has carried over the past four years) whilst regional Victorian football clubs, golf clubs, cricket & tennis clubs and any other club or association that waters their turf will struggle to buy water this year given their revenue streams have been cut off once again due to disproportionate Stage 3 restrictions in our areas.

Thus far, even though the Goulburn and the Hume dams are at 60%, Lake Victoria is full and Dartmouth is also over half full, allocations are still only at 36% for the coming year putting everyone under stress.

A lot of clubs, such as Robinvale Golf Club own a certain amount of water, and yet always have to buy some to get through the summer, which is normally no problem given they have very good cash flow. However, given that cash flow has halted, I'm proposing that the CEWH release just some of the water and allocate to regional community clubs, regardless of status so they can water their fairways, pitches, courts etc. Surely this also has a benefit for the environment and it certainly will for rural and regional communities.

I would like to motion that we write to all regional councils in Victoria and in border communities to advocate to the Morrison Government that a plan be swiftly put in place to action this and ease yet another stress that has been put on regional Victorian communities and the people that make them great.

D.20.11 SWAN HILL PEDESTRIAN CROSSING LINK BETWEEN THE SWAN HILL CBD AND THE RIVERFRONT

Having given due notice, **Councillor Nicole McKay MOVED that:**

Council request the Department of Transport to include the investigation of a pedestrian overpass as part of the Swan Hill Pedestrian Crossing Project as a matter of urgency. In regard to location, the most straightforward and achievable option should be selected. The highest priority should be to identify the simplest method to expedite this important project. This will enable both an at grade option and an overpass to be considered in providing a pedestrian link between the Swan Hill CBD and the Riverfront in the vicinity of the railway station.

Preamble

The construction of a pedestrian crossing to link the Swan Hill Central Business District with the Riverfront has been a high priority for council and community. It is strategic component of the Riverfront Masterplan, considered necessary to encourage business growth and liveability.

Council has received some funding for the project, but has not been able to obtain approval for the crossing from the various stakeholders.

Council has persistently participated in discussions and lobbying with VicTrack, Vline, Regional Roads Victoria and Department of Transport to gain the approval to enable the construction of an at grade pedestrian crossing. Recent negotiations have been towards construction of an at grade crossing, and have not been successful.

Swan Hill Rural City Council has done great work in upgrading the facilities on the Riverfront and subsequently everyone wants to get there. Likewise, tourists staying on the riverfront are frustrated about the long, roundabout walk necessary to access CBD businesses for dining and services.

All current pedestrian links to the Riverfront are across roads and train tracks. Both routes prolong the journey to the CBD to an impractical length, and have safety risks. This is a negative for holiday makers and residents.

To have the link to the riverfront expedited will be of enormous benefit to the City of Swan Hill: its hospitality and service businesses, and for the amenity of its residents, and for the enjoyment of holidaymakers.

In the long term it will encourage business and development in the CBD and on the Riverfront.

The current iteration of negotiations is that a working party has been formed including the Swan Hill Rural City, VicTrack, VLine, Department of Transport and Regional Roads Victoria to explore options for the project.

In this new round of negotiations it is important that every option is considered, with the most quickly achievable one to be prioritised. Speedy completion of the Pedestrian Crossing Project must be the highest priority.

SECTION E – FORESHADOWED ITEMS

SECTION F – URGENT ITEMS NOT INCLUDED IN AGENDA

SECTION G – TO CONSIDER & ORDER ON COUNCILLOR REPORTS

SECTION H – IN CAMERA ITEMS