



AGENDA

SCHEDULED MEETING OF COUNCIL

Tuesday, 21 September 2021

To be held at the
Swan Hill Town Hall, McCallum Street
Commencing at 2pm
(the meeting will be closed to the
public due to COVID-19 restrictions)

COUNCIL:

Cr B Moar – Mayor

Cr J Benham

Cr A Young

Cr LT McPhee

Cr C Jeffery

Cr S King

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) Scheduled Meeting Of Council held on 17 August 2021

- **Disclosures of Conflict of Interest**

JOINT LETTERS AND READING OF PETITIONS

PE.21.2 JOINT LETTER

Attachments: 1 Joint Letter

Declarations of Interest:

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

A number of business owners in the Swan Hill municipality have requested that Swan Hill Rural City Council waive the fee for Footpath Trading due to the ongoing impacts of COVID-19.

Petition to Swan Hill Rural City Council

Petition summary and background
 FOOTPATH TRADING FEE SHOULD BE WAIVED FOR BUSINESSES TRADING THIS YEAR DUE TO THE IMPACT OF THE PANDEMIC AND THE LOCK DOWNS

Action petitioned for
 We, the undersigned, are concerned business owners who urge the SHRCC to act now to have the fees waived again this year 2021, as the pandemic and financial crisis is still, and more than ever, impacting our businesses and livelihoods.

Printed Name	Signature	Address	Comment	Date
Kath Martinez		115 Campbell St Swan Hill	It's a pandemic !! Common sense ?? understanding??	14/8/21
Peter Martinez		Pete's Hair Studio	Income is down -10 change from last year!!	14/8/2021
Brett Minimo		Diversity	Im down 60% !!!	14/8/2021
Stephen Blambo		32 McCrae St (colomb)	u 40%	14/8/21
SARAPREET KUNDA		300 CAMPBELL ST. PIZZAHOUSE	Pandemic	14/8/21
CHZ MA		302 Campbell St.	It's a Pandemic! 14/8/21	14/8/21
CRAYE NELSON		226 CAMPBELL ST Hilltop	PANDEMIC	14/8/21
Jonny Hirst		121 Campbell St Voyage	Business severely impacted yet no relief from Council	16-8-21
Robyn Sed		111-113 Campbell St SYD	PLEASE HELP US OUT CASH THROUGH THIS	16.8.21
Samantha Baker		SHOP 11 SAFWAY, AUSA SECURITY	WE are all over open WAVE of the contagion.	16.8.21
Tom Wilkins		221 Campbell St SH	PANDEMIC	16.8.21
Carol Wilcox		209 Campbell St SH	COVID !!	16.8.21

Printed Name	Signature	Address	Comment	Date
Ben Markham	<i>Ben Markham</i>	179 Campbell St Lamangia	BUSINESS HIGHLY IMPACTED!	16/8/21
Helen Ward	<i>Helen Ward</i>	224 Campbell St. Homewares		18/8/21
Gina Sheldrick	<i>Gina Sheldrick</i>	224a Campbell St.		18/8/21
Paula Stuns	<i>Paula Stuns</i>	170 Campbell st		17/8/21
John Tripoti	<i>John Tripoti</i>	255-259 Campbell St Aspire	Review Program Ms. look down st	17/8/21
Rikki Martin	<i>Rikki Martin</i>	51 McCallum St.		18/8/21
Kelsey	<i>Kelsey</i>	218 Campbell St 218 degree.	NC are suffering	19/8/21

- **Public Question Time**

- **Open Forum**

SECTION B – REPORTS

B.21.76 CHILD SAFE STANDARDS POLICY

Responsible Officer: Director Community & Cultural Services
File Number: S23-01-01
Attachments: 1 Child Safe Standards Policy

Declarations of Interest:

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

Summary

This report provides Council with the revised Child Safe Standards Policy following a review, and presents the Policy for adoption.

Discussion

Council's Child Safe Policy was adopted in August 2016, as a crucial first step towards organisational compliance with the Victorian Child Safe Standards.

The Policy has been reviewed by the Child Safe Standards working group, and has been assessed against the latest updates to the implementation of the Child Safe Standards. Essentially, the policy has been shortened and information from Section 5: What is Child Abuse is now contained in a separate procedure.

New Child Safe Standards will come into effect on July 2022 after an amendment to the *Child Wellbeing and Safety Act 2005* (Vic) was passed by the Victorian Parliament in June 2021.

The amendments will replace the 7 Child Safe Standards enforced by the Victorian Commission for Children and Young People with 11 Standards. The existing 7 Child Safe Standards only came into effect on 1 November 2018, demonstrating the constantly changing expectations regarding child safety.

The 11 Child Safe Standards commencing in 2021 (New Standards) are more specific, prescriptive and include additional obligations which align with recommendations from the Royal Commission into Institutional Responses to Child Sexual Abuse.

Prescribed organisations will need to make changes to policies, key documents and internal procedures and practises to comply with the new Standards. Compliance with the New Standards will be mandatory from 1 July 2022.

To prepare for the New Standards, officers will review what is new and what is changing and start planning the transition. In future procedures will be developed that align with at least one of the New Standards.

Consultation

All consultation on this topic was internal, from the working group, to manager surveys of levels of compliance and a review by the Consultative Committee, Executive Leadership team and Councillors.

Financial Implications

Not applicable to this report.

Social Implications

The Child Safe Standards were introduced by the Victorian Government in response to the Royal Commission into child abuse. The intent of this Policy is part of the local response to the Standards and greater protection for children.

Economic Implications

Not applicable to this report.

Environmental Implications

Not applicable to this report.

Risk Management Implications

Council was required to have an adopted Policy relating to the Child Safe Standards in place from 2016. As a Category 1 organisation, the adoption of a Policy was necessary to begin formal compliance with the new legislation.

Council Plan Strategy Addressed

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

Options

- 1. Make changes to the reviewed Policy and adopt the Policy.**
- 2. Adopt the Policy as presented.**

Recommendations

That Council adopt the Child Safe Standards Policy as presented.

Date adopted	September 2017
Last review	June 2021
Next review	June 2022
Responsible Officer	Family Youth and Children's Services Manager

Fully compliant with Victorian
Charter of Human Rights and
Responsibilities Act 2006



POLICY TITLE	CHILD SAFE STANDARDS POLICY
POLICY NUMBER	CPOL/STAFF143

1. PURPOSE

The Victorian child safe standards are a compulsory framework that support organisations to promote the safety of children by requiring them to implement policies and procedures to prevent, respond to and report allegations of child abuse.

The standards exist to prevent abuse, to drive cultural change and embed a focus on child safety by placing children's rights and wellbeing at the forefront of the organisation's mind.

Importantly, the standards not only protect children from abuse and harm, but nurture their wellbeing and support their voices in speaking out and being heard on the issues affecting them.

The seven standards span the culture and leadership of the organisation, the policies needed, our Code of Conduct, screening, supervision and training of staff, responding to and reporting suspected abuse, identifying and removing risks, and promoting participation and empowerment of children.

In 2019 the Council of Australian Governments (COAG), endorsed the National Principles for Child Safe Organisations (National Principles). While the requirements of the National Principles are similar to those of the Child Safe Standards, it is compliance with the Child Safe Standards that is required by law in Victoria.

2. SCOPE

This policy applies to all Swan Hill Rural City Council (Council) Councillors, staff, volunteers, contractors, work experience students, and industry placement students.

3. POLICY

This policy demonstrates Council's commitment to child safety. Council aims to provide children with an environment that is safe and welcoming and encourages participation. The objectives of this policy include:

- To reflect Council's commitment to provide a safe environment where every person has the right to be treated with respect and is safe and protected from harm.
- To provide Councillors, staff, volunteers and contractors with guidance on their responsibilities for identifying possible occasions for child abuse and for establishing controls and procedures for preventing such abuse and/or detecting such abuse when it occurs.
- To ensure decisions and actions are consistent with the Victorian Child Safe Standards.

Child safe standards policy CPOL/STAF143		
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Council is committed to promoting and protecting the interests and safety of children. We have zero tolerance for child abuse.

All children who come to Swan Hill Rural City Council facilities have a right to feel and be safe. Council is committed to the safety and well-being of all children participating in our programs and visiting our libraries. We aim to create a safe and friendly environment where children feel safe and valued and where the views of children are encouraged and respected. Council is committed to promoting and protecting, at all times, the best interests of children involved in its programs.

All children, regardless of their gender, gender identity, sex/intersex status, race, religious beliefs, age, disability, sexual orientation, family or social background, have equal rights to protection from abuse.

Council recognises that cultural safety is a core element of child safe organisations, and that cultural differences should inform practices to uphold children's fundamental right to safety in accordance with the principles of the standards:

- The cultural safety of Aboriginal children
- The cultural safety of children from culturally and /or linguistically diverse backgrounds
- The safety of children with disability

A child safe organisation is one that understands if we accept behaviour that is concerning to us without speaking up, we are condoning it. The essence of the Child Safe Standards is a widely understood commitment to saying something, if you see something. While it takes many components to build a child safe organisation, the standards primary focus is fostering a common attitude shift from "that behaviour is worrying but it isn't my concern" to "it is my concern".

4. THE STANDARDS

The child safe standards apply to organisations providing services or facilities or employing children or young people in Victoria.

The standards support child safety by changing the way in which organisations and their staff, volunteers and members work so that protecting children is always considered, taken seriously and acted on.

Victoria has seven child safe standards that focus on governance and leadership, documenting, identifying and managing risk; and promoting the participation of, and empowering, children.

- Standard 1: Strategies to embed an organisational culture of child safety, including through effective leadership arrangements.
- Standard 2: A child safe policy or statement of commitment to child safety.
- Standard 3: A code of conduct that establishes clear expectations for appropriate behaviour with children.
- Standard 4: Screening, supervision, training and other human resources practices that reduce the risk of child abuse by new and existing personnel.
- Standard 5: Processes for responding to and reporting suspected child abuse.
- Standard 6: Strategies to identify and reduce or remove risks of child abuse.
- Standard 7: Strategies to promote the participation and empowerment of children.

Child safe standards policy CPOL/STAFF143		
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The work involved in building a child safe organisation is never completed. It is a dynamic, multi-layered and ongoing process of learning, monitoring and reviewing.

Changes are being made to make the Child Safe Standards even stronger. The new Standards set out minimum requirements and outline the actions organisations must take to keep children and young people safe. The new Standards are more consistent with Standards in the rest of Australia.

Organisations covered by the Standards need to comply with new Standards by 1 July 2022. Work to transition to the new Standards will commence but until 1 July 2022 the current Standards apply.

5. RELATED POLICIES/PROCEDURES/DOCUMENTS

POL/HUMAN604 Reporting Concern about Children or Young People
 PRO/STAFF141 Police Checks
 PRO/STAFF142 Working with Children Check
 POL/STAFF127 Staff Code of Conduct
 POL/CORP211 Privacy Policy
 POL/STAFF105 Equal Opportunity Employment
 POL/GOV018 Public Interest Disclosures
 POL/STAFF123 Serious Misconduct Negligence and Fraud
 CPOL/OHS901 Occupational Health and Safety
 POL/STAFF104 Disciplinary Policy
 POL/STAFF130 Termination of Employment
 POL/CORP214 Records Management Policy

6. RELATED LEGISLATION

Education and Care Services National Law 2010
 Education and Care Services National Regulations 2011
 Commonwealth Family Assistance Law:
 Equal Opportunity Act 2010
 Occupational Health and Safety Act 2004
 Charter of Human Rights and Responsibilities Act 2006
 Child Wellbeing and Safety Act 2005
 Children, Youth and Families Act 2005
 Commission for Children and Young People Act 2012
 Crimes Act 1958
 Privacy and Data Protection Act 2014
 Public Records Act 1973
 Working with Children Act 2005
Limitations of Actions Act 1958

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7. DOCUMENT HISTORY

Version Number	Issue Date	Description of Change
1.0	September 2017	Initial release
1.1	June 2019	Review
1.2	September 2021	Review

Signed: _____ Mayor Date: _____

B.21.77 MOBILE FOOD TRADING

Responsible Officer:	Director Development and Planning
File Number:	S24-02-02
Attachments:	1 Mobile Food Traders Code of Practice 2 Community Consultation Results Report

Declarations of Interest:

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

Summary

The Mobile Food Trading Code of Practice aims to create a balance between fixed businesses and the mobile food traders by setting limits on available trade hours and locations.

Discussion

There has been an increase in the amount of queries and applications for Mobile Food Traders to operate on Council land over the past 18 months.

Following a 12-month trial, a draft Code of Practice and proposed fee schedule was developed for community consultation. Consultation opened on Friday, 25 June 2021 and closed on Monday, 26 July 2021. The consultation included an online survey specifically targeted towards food traders (fixed and mobile) and a second survey was targeted towards consumers.

Food Traders Survey: 10 questions aimed at local businesses. 66 people completed the survey.

- 76% of respondents predominately sell take away food, 16% are dine-in and 8% sell both.
- 66% of the respondents supported mobile food traders to sell from public land, 18% support with conditions and 15% do not support selling from public land.
- 64% of respondents agreed with the proposed fees, 12% said they were too high and 8% said they should be higher.

Community Response Survey: 9 questions aimed at community members. 102 people completed the community survey.

- 98% of respondents are in favour of allowing mobile food traders to sell from public land.
- When asked where mobile food traders should not be permitted to operate, 48% of respondents do not want Council to allow mobile food traders to trade in the CBD or main street, 40% do not want them to operate near open food businesses and 12% want no restrictions.

For further detail, please see the attached report for the full survey results.

- No change to the fee structure has occurred in response to the consultation process.
- The Code of Practice has been updated to include the requirement for traders proposing to locate in the special rate area to be temporary members of Swan Hill Incorporated.

The Code of Practice and proposed fees have taken into consideration the following:

- Fairness to other fixed businesses with higher associated costs
- Feedback from businesses and the community through the consultation process
- Activating public spaces
- Fees charged by surrounding councils
- Food availability for tourists and the community.

The Mobile Food Trading Code of Practice (updated version attached) aims to create a balance between fixed businesses and the mobile food vendors by setting limits on available trade hours and locations. It is anticipated that by providing options for mobile food traders in our parks and public spaces that we can activate those spaces as well as provide options for food availability during these busy periods.

Proposed mobile vendor fees for 2021/2022 are as follows:

- \$1000 for an annual permit
- \$600 for a six-month permit
- \$200 for a weekend permit (peak holiday periods and long weekends)
- \$100 for a weekend permit (off-peak periods)
- \$250 per year for a limited permit (less than 10 hours per week on Council land). e.g. a coffee van that predominantly operates on private land.

Permits are to be set for the calendar year in line with the Food Act registration processes. The Public Health and Regulatory Services Department will manage permit applications, renewals and compliance under the Local Law and Food Act. Mobile traders will also have the same Food Act requirements as fixed businesses; this includes a mandatory inspection and inspections during events in which the trader attends annually. Investigations of breaches of permit conditions will be investigated during business hours, or after hours as required. Infringements and prosecutions may apply.

Consultation

Online consultation was conducted through The Hive (Swan Hill Talks). Consultation opened on Friday 25 June 2021 and closed Monday 26 July 2021. The consultation included a survey specifically targeted towards food traders (fixed and mobile) and a second survey targeted towards consumers.

The surveys were sent to Swan Hill Inc. and REBA members and promoted on the Swan Hill Inc. and Council's Facebook pages. Council's Public Health Team also sent the surveys out to all registered food businesses with an email address on file (approx. 200 businesses) to give all fixed food vendors an opportunity to provide feedback.

The community consultation was promoted on Council's website, social media, local newspapers and on the radio throughout the month of July.

Financial Implications

The issuing of permits and enforcement will come at a cost to Council – no additional resources will be required and permit fees will cover some costs.

Social Implications

Activating our social spaces including riversides, lakes and parklands.

Economic Implications

Improved services to visitors to the municipality particularly at times when some fixed businesses close – Christmas break. The Code of Practice should limit the impact on fixed food premises.

Environmental Implications

Not applicable.

Risk Management Implications

Not applicable.

Council Plan Strategy Addressed

Economic growth - Encourage and attract new business to our region.

Options

Council can choose to adopt or amend the recommendation.

Recommendations

That Council

- 1. Approve the Mobile Food Traders Code of Practice and proposed fees to encourage the use of the public spaces for outdoor mobile food trading.**
- 2. The Council fees and charges schedule to be amended to include the**

proposed fees and charges in relation to mobile food traders.



Document information

Document type:	Code of Practice
Document status:	DRAFT
Responsible officer:	Public Health & Regulatory Services Coordinator
Approved by:	Council adoption
Date adopted:	TBC
Last review:	September 2021
Review date:	TBC
Version number:	1.0
Related documents, policies, procedures:	
Related Legislation:	

Evidence of approval:

Signed by the Mayor

DOCUMENT HISTORY

Version number	Issue date	Description of change
1.0	TBC	

Documents are amended from time to time, therefore you should not rely on a printed copy being the current version. Please consult the Swan Hill Rural City Council website - www.swanhill.vic.gov.au - to ensure that the version you are using is up to date.

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1 Introduction

The Mobile Food Trading Code of Practice aims to cement Swan Hill Rural City Council as a creative and vibrant area by supporting new ventures; activating public places with input from business, community, and entrepreneurs; supporting vibrant streets and public places as a part of daily life throughout the year; incubating and developing new and creative ideas; providing tourism experiences and enriching the life of the streets, riverfront and parklands.

The valuable contribution street activity can make to the local culture and economy is widely recognised. Elements of street activity in the form of special events and markets, street trading and busking can add to the richness of a vibrant street and riverside environment and contribute to an innate sense of safety and security of locals and tourists visiting the area.

1.1 Purpose

The purpose of the Code of Practice is to set out the objectives of Mobile Food Trading (MFT), the location rules for the purpose of MFT permits, the process of applying for a MFT permit and the Code of Practice for MFT to comply with when trading within the Swan Hill Rural City Council.

The Code of Practice encourages the use of the public space for outdoor mobile food trading because it adds value to the city for all who use it, creating opportunities for entrepreneurs and established fixed food business to activate the riverside precincts. It also allows for a range of food options and availability over busy holiday periods.

1.2 What is Mobile Food Trading?

Mobile food trading is defined as the temporary use of the public realm for preparing and dispensing food and drink products within a Mobile Food Vehicle. Mobile food traders can trade in any location within the area that complies with the MFT location rules and permit conditions.

For the purpose of this Code of Practice, Mobile Food Vehicles may include a specially purposed food van, food truck or other fully contained vehicle with wheels. It is not intended to permit street stalls.

1.3 Council's obligations

Council has an obligation to regulate and control activities and events on Council land to ensure no detriment is caused to the amenity of the neighbourhood or cause a risk or nuisance to a person.

Council has developed the Code to ensure that all persons who require a permit before carrying out an activity or event on Council land understand the minimum acceptable standards under which they operate.

1.4 Objectives of the Code of Practice

The Code of Practice aims to:

- Activate underutilised areas of the riverside precincts and public spaces to create places for creative and social activities.
- Activate various times of day, including less active times, with unique and creative food trading activities in the public realm.
- Provide choice and complement food offerings provided by permanent food outlets, without negatively impacting existing businesses.
- Consider the needs of all users of the public realm, including the safety of pedestrians, and adhere to safe food handling practices.
- Ensure that locals and visitors have sufficient access to a range of food options over busy holiday periods.

1.5 Scope of the Code of Practice

The Code extends to all individuals and businesses seeking to utilise car parks, parklands or any Council land for commercial or other purposes within the Swan Hill municipality.

Mobile Food Trading vehicles may include a specially purposed food van, food truck or other fully contained vehicle with wheels. It is not intended to permit street stalls.

1.6 Related legislation

The following legislation must be considered by Council with respect to mobile food trading;

- Local Government Act 2020 (Victoria)
- Swan Hill Rural City Council Community Local Law No. 2 (2017)
- Road Management Act 2004
- Road Safety Act 2017 (Victoria)
- Disability Discrimination Act 1992 (Commonwealth)
- Equal Opportunity Act 2010 (Victoria)
- Tobacco Act 1987 (Victoria)
- Food Act 1984 (Victoria)
- Swan Hill Rural City Council Planning Scheme

2 Definitions

Any word or phrase defined in the Community Local Law No. 2 (2017) has the same meaning in this Code.

Advertising sign means a flag, board, notice, banner or similar device used for the purposes of soliciting sales, notifying people where goods and services may be obtained, advising or directing people to an event or festival or promoting elections or political campaigns.

Amenity means a desirable or useful feature or facility of a building or place.

Authorised Officer means a Council officer appointed under section 224 of the *Local Government Act 1989*.

Council means Swan Hill Rural City Council.

Council land means land owned, occupied, or vested in the Council or in respect of which Council has the care and management and includes roadsides, parks and reserves and footpaths within Swan Hill Rural City Council.

Footpath zones includes pedestrian zone, trading zone and kerbside zone as defined in this Policy.

Local Law means Swan Hill Rural City Council Community Local Law No. 2 (2017).

Mobile food vehicle any vehicle, caravan, trailer or other similar structure used for the purpose of selling or offering food and or drink.

Walkway zone is the area of the footpath that is measured from the property boundary and is for the exclusive use of pedestrians.

Permit in relation to a use or activity, means a permit issued under the Local Law which authorises that use or activity.

Public place means a reserve, public highway, mall, road, street, bridge, footway, footpath, court, alley, passage or thoroughfare, notwithstanding that it may be formed on private property and any other place to which the public may resort.

Road has the same meaning as the Local Government Act 2020 and applies to roads for which the Council has responsibility under the Road Management Act 2004 but does not include a State road under the Road Management Act unless a provision in the Local Law is expressly applied to a State road.

3 Mobile Food Trading Zones

- Roaming mobile food traders must remain at least 150 meters from the relevant towns' CBD Zone. See appendix 1 for the CBD zone maps.
- Permits for mobile food trading will not be permitted within 150 meters of any fixed food business.
- Mobile food trading locations in other zones not outlined within this Code of Practice will be assessed on a case-by-case basis.

3.1 Approved locations:

Approved locations for mobile food trading are identified below. A range of locations are available in other towns upon request. Mobile food traders are also able to request additional locations for consideration by contacting the Regulatory Services team on 03 5036 4753.

Council reserves the right to change or remove these locations at any time. These locations and times are not available during events and markets.

Available times for operation have been based on the EPA Noise Regulations and potential impact on residential houses, as well as impact on local food fixed food traders. The number of spots available have been based on available space and community safety.

Swan Hill

- Location 1: Riverside Park Swan Hill on the approved areas outlined in Appendix 2.
Available times for operation: 6:00am to 9:00pm.
Maximum three spots available at any time.
- Location 2: Barry Steggall Park car park.
Available times for operation: 7:00am to 8:00pm.
Maximum two spots available at any time.

Robinvale

- Location 1: Robinvale Riverside on the approved areas outlined in Appendix 2.
Available times for operation: 6:00am to 9:00pm
Maximum two spots available at any time.
- Location 2: Caix Square
Available times for operation: Saturdays and Sundays from 2:00pm – 8:00pm
Maximum two spots available.

Lake Boga

- Location 1: Jacaranda Crescent on the approved areas outlined in Appendix 2.
Available times for operation: 2:00pm to 8:00pm
Maximum three spots available at any time.

4 Permit application process

4.1 Who can apply for a Mobile Food Trading Permit?

- Mobile food traders already trading at events and markets.
- New entrepreneurs applying for the first time.
- Fixed food business operators wanting to explore new opportunities.

4.2 Applying for a Mobile Food Trading Permit

It is imperative you read through the Code if you are a mobile food trader interested in using Council land for a commercial activity.

When applying for and/or renewing a mobile food trading permit, consideration must be given to the type of activity you intend to carry out.

Mobile Food Trading permits are limited to a certain amount of spaces per permit type per year. This is to balance the interests of pedestrian safety, community amenity and other fixed food traders.

All applications for a permit shall be in writing the prescribed form. All applications must include:

- photographs of the food van
- A copy of the \$20 million public liability insurance
- Streatrader Food Act registration number

All Council fees and charges, including mobile food trading fees, are subject to an annual review as part of Council's fees and charges review process. Fees are outlined on the application form and discounted rates will be available to charities and not for profit organisations. Proof must be provided of charitable or not for profit status with application form.

4.3 Transitional Period

Existing permit holders will be given six months from the 1 July 2021 to comply with the revised policy. At the conclusion of the 6-month period, all requirements of this policy must be adhered to or the permit will not be renewed.

4.4 Council Decision Making

Applicants will be assessed on their merits, pending the availability of permits in specific locations/sections of Council.

Authority to assess and determine applications for mobile food trading permits is delegated to the Public Health and Regulatory Services Coordinator.

Mobile Food Trading Permits may be issued by the Public Health and Regulatory Services Coordinator.

- Permits are valid for optional durations from one weekend to 12 month periods.
- Permits are non-transferable unless written permission is granted from Council.

- The permit is to be carried at all times while trading and produced upon request by an authorised Council Officer or Police Officer.
- Council can condition, modify or revoke a Mobile Food Trading permit.
- The sale of alcoholic beverages is not permitted.

4.5 Decision Making

Council will not permit any activity where it could compromise pedestrian or traffic safety or cause detriment to the amenity of the area. Relevant local conditions include the width of the footpath, proximity to major roads, disabled parking bays, loading zones, clearways, trees, parking meters, location of residences and other factors.

Council has the right to approve an application as submitted or with modifications and with or without conditions as set out in the Permit. Council has the right to refuse or reject an application, modify the conditions of an existing Permit or withdraw a Permit if:

- Any conditions contained within the Mobile Food Trading Policy and Guidelines are not met.
- The sight and access of drivers, cyclists and pedestrians is interfered with so as to cause a hazardous situation.
- Permit requirements have not been previously met and there is a continuing failure to comply with directions.
- The permit holder fails to maintain and provide valid public liability insurance.
- Under any circumstances likely to cause detriment to the amenity of the area.

4.6 Refusal of a Permit

Council can refuse an application if the proposed vehicle dimensions would unduly restrict the use of public roads and impact on shared trading locations.

Additionally, any disqualification from another council or outstanding fees with another council may result in a permit not being issued.

4.7 Fees

Permit fees will be set annually as part of Council's budget process.

- Annual permits will be issued with a common expiry date (31 December) each year. A pro-rata permit fee may be issued.
- Short term permits will be available with a set fee for six monthly, weekend (peak season) and weekend (off season) rates.
- Annual and six monthly permit will only be permitted to trade for four consecutive days in the same location. There must be a gap of at least three days before returning to that location to trade again.
- Permit fees will not be refunded.
- Permits are not transferrable. A new permit must be obtained where there is a transfer of proprietorship.
- A permit may be cancelled if the permit holder ceases to maintain and provide valid public liability insurance or to meet the condition of the permit or the Mobile Food Traders Policy.

- Mobile Food Traders that apply for permits will be required to sign up as temporary members of Swan Hill Incorporated.

5 Specific requirements for Mobile Food Trading activities

5.1 Access and Design Requirements

Mobile food vans are encouraged in locations that enhance the amenity of the existing area and activate the public space. Design and access considerations include road type, existing street furniture, footpath widths, safety and public amenity.

Although mobile food vans operate from the street area, they are accessed by customers from the footpath area. Therefore, the interface between the Street Area and Footpath Area need to be considered when making and assessing an application for mobile food vans.

Objectives

- To protect and improve the amenity of the streetscape whilst providing a regulatory framework for mobile food vans to operate.
- To ensure the location and operation of mobile food vans does not impact the use of open space, including transport corridors and pathways, by the public.

Performance Requirements

- The location of the mobile food van must provide clear, continuous access for all pedestrians along nearby footpath areas and ensure no obstruction occurs to surrounding car parking and users of the road such as cyclists.
- Trees and other significant streetscape elements such as public art, benches, rubbish bins and bus shelters shall not be obstructed, covered, removed, damaged, relocated or modified.
- The mobile food van must not obstruct sightlines, traffic signals or road signage. Mobile food vans must not be parked within 10 meters of a bus or taxi parking zone.
- The food van must not impede existing traffic conditions and sightlines for both drivers and pedestrians.
- The site of the mobile food van is to be monitored at all times by the operator to provide a safe, clean and pleasant space for people to use.
- Mobile food van must be fully self-sufficient and not require external power or water connections.
- Amenity of nearby neighbours should not be compromised by the operation of the food truck, noise, odour, lighting and disposal of litter.
- A 2-metre clearance from existing street infrastructure, such as electrical boxes, fire hydrants, litter bins, public seats, payphones, bicycle stands, post boxes and parking meters is required at all times.
- A user agreement does not grant exclusivity of the designated area. The area must remain accessible to the general public at all times.

5.2 Amenity and Appearance

A mobile food trading area must protect and enhance the appearance and character of the area.

A mobile food trading vehicle may be a van, truck, cart or bike. Temporary food stalls and marquees are not acceptable. The mobile food trading vehicle must be able to be parked within a car park and safely serve the public standing on a footpath or council land. The ordering and serving area must be from footpath-side of the vehicle only.

The mobile food vehicle must be well maintained, with a high level of cleanliness of the interior and exterior surfaces. The exterior must not contain any offensive or political advertisements. The exterior of the mobile food vehicle must not contain rust, flaking paint, or be damaged in any way. The exterior and interior must be clean of all dirt and debris.

Maintenance, Cleaning and Waste

The permit holder is required to comply with all maintenance aspects of the mobile food trading operation. Specific requirements are:

- The mobile food trading area (including food preparation areas) must be regularly cleaned during all hours of operation.
- No trade waste or litter may be disposed of in Council public place bins.
- Mobile food traders must provide their own bins for use by their customers and ensure the area around their position is kept clear of rubbish at all times.
- All rubbish and litter must be removed by the operator at the completion of trading.
- Where Council must undertake cleaning and/or tidying of the area, the permit holder will be liable to reimburse Council for all costs incurred by in relation to the cleaning and/or tidying of the area.
- All liquid waste (including waste water and waste oil) must be contained and removed or disposed of appropriately at the end of trading.
- No waste or other material is to be deposited into the storm water system.
- No hosing down of areas or mobile food vans is to take place.
- Where practical, mobile food traders should choose power sources which generate low or no noise and air pollution.

5.3 Hours of access

Access to our reserve and public open spaces is limited to the approved permit conditions and must be specified in your application.

Swan Hill Rural City Council will not consider applications for 'blanket bookings', (E.g. Monday to Friday 9am to 6pm).

5.4 Noise Emission

The permit holder must take all necessary steps to ensure that no noise or other disturbance emanates from the footpath activity which causes a nuisance to others or causes detriment to the amenity of the neighbourhood. Music and speaker systems with amplified sound are not permitted.

5.5 Excluded Activities for all Mobile Food Traders

- No heavy vehicles on grass areas.
- No tent pegs, spikes or steel posts are permitted on any parkland / ovals with irrigation systems in place. No driving over irrigation solenoid boxes.
- Where vehicle access is permitted there is to be no sharp turning, twisting or spinning of wheels.
- No wet weather access for any vehicle on any park / oval / nature reserve.
- No water or wastewater to be empty onto the land.

6 Options for Mobile Food Vans that are not eligible for a permit

If you have a mobile food truck or food stall that is not able to be fully self-contained or meet the requirements outlined within the Code of Practice, there is still a range of opportunities available to you to sell your food to the community.

Opportunities exist at markets, events, festivals including:

- Swan Hill Farmers Market
- Swan Hill Food Truck Festival
- Robinvale Country Market
- Nyah Lions Club Market
- Lake Boga Air Show and Splash In
- Lake Boga Produce and Homemaker Fair
- Swan Hill Rotary Club Market
- Swan Hill Racing Carnival
- Swan Hill Food and Wine Festival
- Robinvale Almond Blossom Festival
- Robinvale Lantern Festival
- Robinvale Euston Ski Race
- Harmony Day
- Christmas and New Years Eve events

This list is not exhaustive and there are other events that take place across the LGA throughout the year. Please contact the organisers directly to explore your options and learn about their requirements and stall holder fees.

You can also consider advertising for private events such as birthdays, parties or wedding, or consider contacting private landholders including caravan parks, school fetes, etc.

Note: All persons selling food or drinks must be registered under the Food Act 1984. This includes businesses, charities and not for profit organisations. Please contact the Public Health team for further information on Food Act registration on 03 5036 2591.

Appendix 1

Swan Hill CBD Zone



Robinvale CBD Zone



Appendix 2

Swan Hill Riverside Park



Robinvale Riverside Park



Lake Boga – Jacaranda Crescent





Swan Hill Rural City Council
Mobile Food Traders
'Let's Talk' Survey Results
July 2021

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Background

Mobile Food Trader interest and applications identified the need for permanent mobile food trading locations to be identified and investigated to provide set trading locations.

Consultation

Council's Mobile Food Trader community consultation has occurred via two online surveys.

The first survey was aimed at local businesses owners and consisted of 10 questions. 66 people completed the survey.

The second survey was aimed at community members and consisted of 9 questions. 102 people completed the survey.

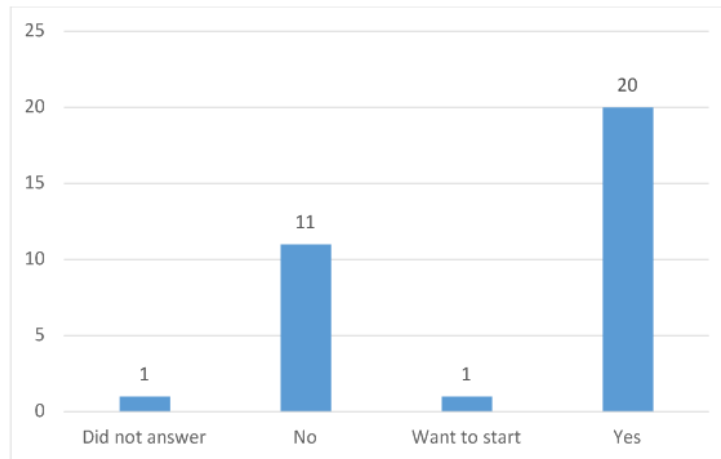
The surveys were promoted on Council's website, social media, newspapers and on the radio throughout the month of July.

Business owners survey questions

Please note: There are a couple of responses from community members within this survey. There was also 69 responses from 66 people so it appears that some people completed this survey more than once.

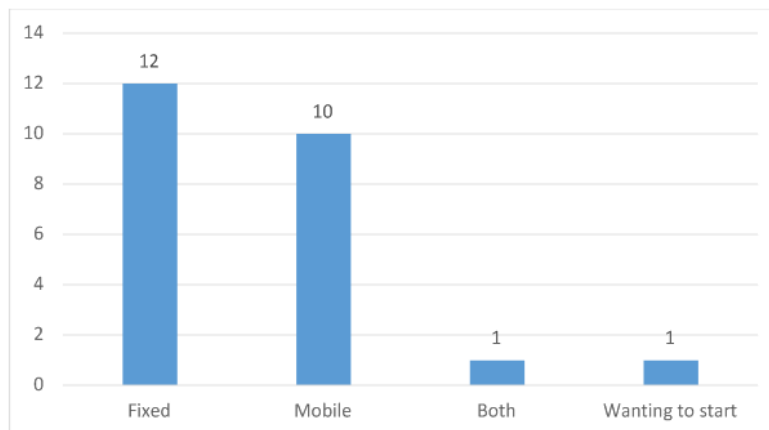
Question 1 – Do you currently own, or are wanting to start, a food business (fixed or mobile)?

From the 33 responses to this question, 20 respondents currently owned a business, 11 did not own a business, 1 wanted to start a business and 1 did not answer.



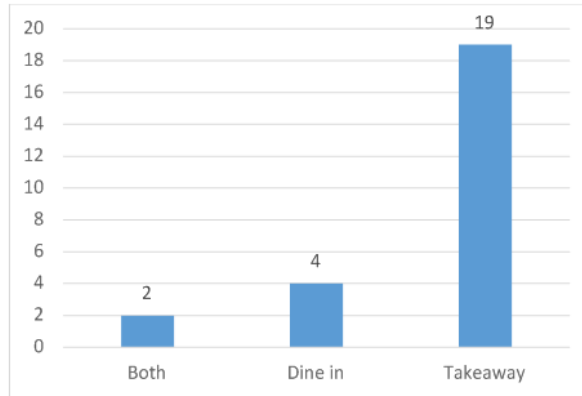
Question 2 – What is the type of food business?

24 respondents answered this question, with 12 owning a fixed food business, 10 owning a mobile food business, 1 owning both and 1 wanting to start a mobile food business.



Question 3 – Is the majority of the food you sell for dine in customers of takeaway?

25 respondents answered this question, with 19 primarily takeaway, 4 dine in and 2 both.

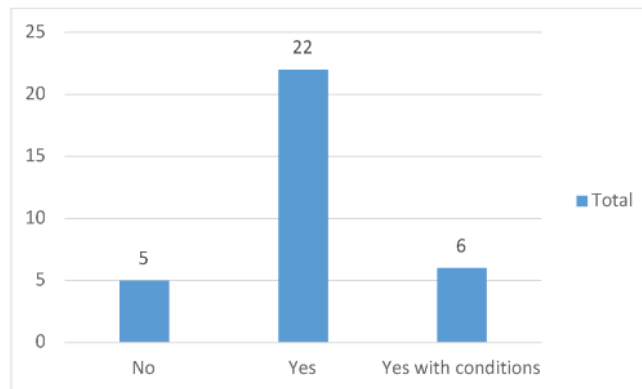


Question 4 – Do you support allowing mobile food traders to sell from public land? Why / Why not?

33 respondents answered this question, with 22 saying yes, 6 saying yes with conditions, and 5 saying that they do not support the idea. The question asked for a reason why / why not and these long form answers can be found in full in appendix 1.

Leading themes from the comments:

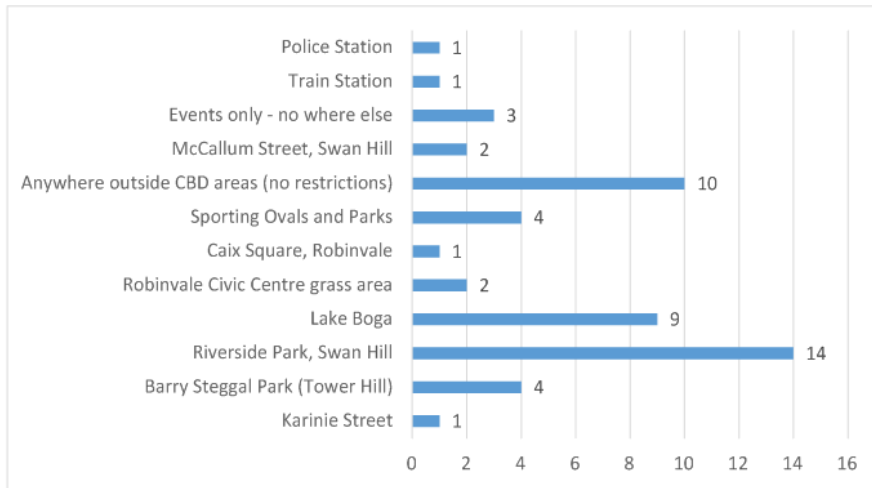
- Mobile food vans may improve the diversity and accessibility of food available to community and attract tourists.
- Important to ensure that there is appropriate controls in place to balance fixed food businesses and mobile food business (e.g. location and times of operation, types of food offered, local business given preference over out of town businesses).
- Respondents not in support of the idea had concerns about mobile food vans not having the same costs as them to operate, the locations proposed in the draft code of practice not being adequate, and the impact that COVID restrictions have had on their fixed businesses.



Question 5 – Where would you like to see Mobile Food Traders allowed to operate?

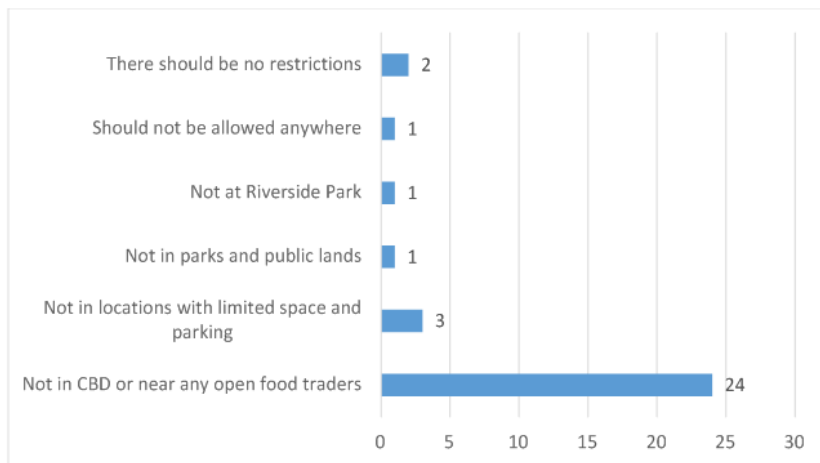
32 respondents answered this question, with the majority of responders providing more than one location or idea. The responses have been tallied and provided in the table below. Verbatim responses can be found in the appendixes.

The locations with the highest responses were Riverside Park, Swan Hill (14), no restrictions on trade locations except for CBD locations and distance from open food businesses (10), and multiple locations around Lake Boga (9).



Question 6 – Where should Mobile Food Traders not be allowed to operate?

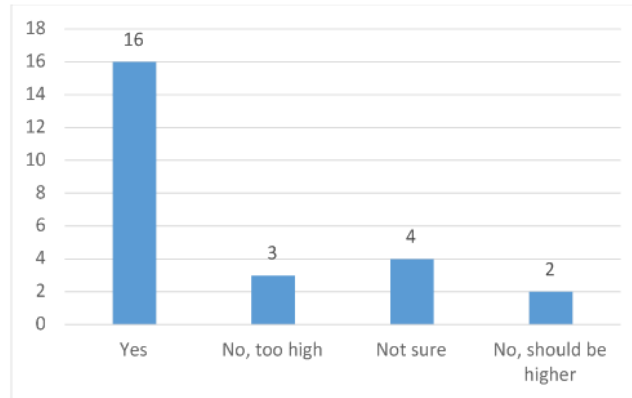
32 respondents answered this question. The responses have been tallied and provided in the table below. Verbatim responses can be found in the appendixes.



Question 7 – Are the proposed fees appropriate? If not, explain why and nominate and acceptable fee.

26 respondents answered this question. The responses have been tallied and provided in the table below. Verbatim responses can be found in the appendixes.

There were a couple of respondents that hadn't read the accompanying documents and said that they didn't know the fee (3) and that Swan Hill Inc. fees should be added to all Mobile Food Traders (1). Swan Hill Inc. temporary memberships are proposed as part of the fee structure.

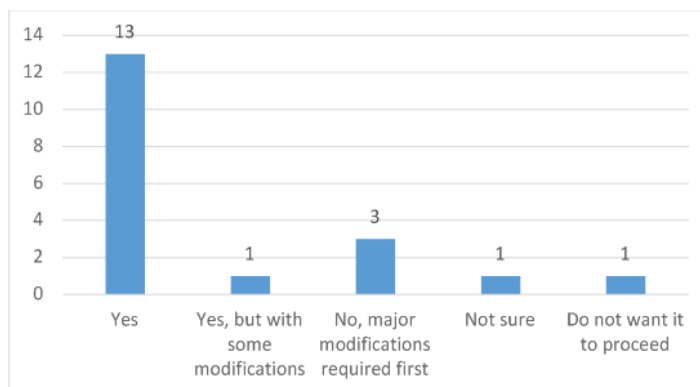


Question 8 – Are the requirements within the Mobile Food Traders Code of Practice appropriate? If not, what would you like changed?

19 respondents answered this question. The responses have been tallied and provided in the table below. Verbatim responses can be found in the appendixes.

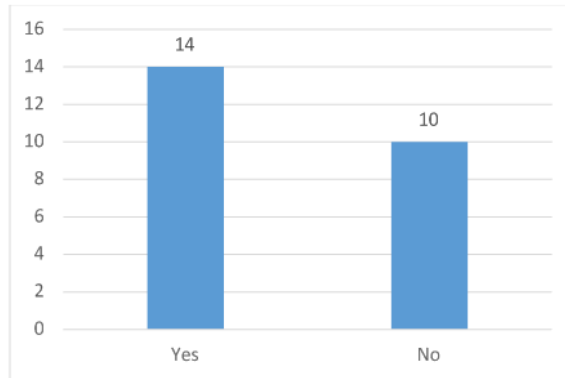
The modifications requested included:

- Removing the 150m from the CBD limit. The respondent believes that the CBD zone is enough distance.
- Increasing the availability of the sites at Lake Boga to match the Swan Hill Riverside Park.
- Extending the trade time to later than 9pm.
- Removing the maximum number of days trade in one location to allow trade for 5-7 days per week. 4 days in a row in any one location was proposed.
- Not allowing Mobile Food Traders to operate anywhere.



Question 9 – Would you apply for a Mobile Food Traders permit based on the draft fees and Code of Practice?

25 respondents answered this question. It is not expected that all respondents would want to start a mobile food business.



Question 10 – Any additional feedback.

14 respondents provided additional feedback at the end of the survey. The long form answers can be found in full in the appendixes.

Leading themes from the comments:

- Great initiative for the community and tourists.
- Fees are too high.
- Fees are too low.
- Council should be doing more to repair and lease the vacant shops in the CBD areas.
- Council should consider providing fixed spaces for mobile food traders (concrete, water, electricity, and waste).

Appendix 1

Long form answers for all questions

Note: Identifying details, including business names, have been removed. All other details are verbatim and have not been altered.

Question 4: Do you support allowing mobile food traders to sell from public land? E.g. local parks, lakesides, etc. Why / Why not?
Absolutely I support the concept, having options available to our community is important not only for the locals but the tourists also. It is vital (if the program went ahead) that communication/planning/implementation and strict trading rules are enforced and adhered to. The last thing you would want to do is take away potential revenue for trading bricks and mortar venues. This is where there will be disgruntled traders who will work against what's best for the town.
I also think it would raise a hot topic regarding the special rate that traders pay.
Yes, it's good to have different food choices. Mcdonalds and KFC are so busy now that the drive thru line can at times, be a traffic hazard as multiple cars are waiting on the road to enter the premises. Mobile food businesses are also more covid safe as you dont have to walk into a crowded indoor area to get your food.
Yes, promotes new options for locals and visitors. Encourages growth in the area.
YES GOOD FOR THE TOWN
yes i do, it allows a better food culture to develop in town
Yes
Yes, it creates opportunity for sell and buyer.
Yes. But suggest operating at times when a lot of fixed business is closed (Monday/Tuesday) as weekend trade would take away from the restaurant fixed regular businss
Yes. Great idea
yes
Yes but only on limited days per year
Yes! Half the local traders don't open on weekends and at the hours that tourists and locals want to access for or drink.
More competition for local businesses means traders will need to up their own game and become creative.
Yes. When there is clearly no other appropriate infrastructure in these areas, why not encourage innovation and mobile business concepts (which are of no cost to council) to set up and provide facilities and attractions to these area??
Yes, It adds to the character of the township. If it offers something different to what the other food business's offer, I see no problem with it.
No
ONLY PARKS AND LAKESIDES DONT PAY RATES AND OTHER ASSOCIATED COSTS THAT COME WITH PERMANENT TRADERS
yes - good for the community
Yes- but not while other bussiness are trading and especially when the town has those good and drinks on offer as it take away bussiness from fixed cafes
Yes as local food venues do not open enough especially during holiday periods
Yes I do because not only does it give our residents more variety, it also is a good opportunity to bring people to our area.
As long as it is adding something good to the areas. If it were not nice food then no
Yes. It gives diversity especially for visitors. The mobile food vans should operate when fixed businesses are closed
Yes. It enhances the use of the public space for the community.

I am not in support for Riverside park area swan hill as its definitely going to effect the current food business in CBD. Due to current COVID situations existing business are already struggling and we are not getting much outside visitors in town.
Only for specific events and only if they pay a fee and are subject to health inspections
Yes
No because we a struggling to make end met, already in the robinvale district there are alot off people cooking at their own homes and selling food with out permits rego of buisness ete etc
Yes I support food traders to use public land as there isn't enough locations to use for owners to trade as more than a hobby.
Yes, varieties for people to choose from. e.g Fast Food that sell some Donut - Donut Van (yes)
No, If there's already a business selling the same product (Primary Food) e.g Donut shop - Donut Van (no)
Yes, attracts and provides for both locals and tourists using these areas.
yes its a free trade world
The Ban on access to the CBD isn't broad enough. Under the current proposal, a mobile van could set up in close proximity to my restaurant, where as restaurants and cafes within the proposd CBD area are afforded additional protection from competition
Yes because people can go to park more often, have family time and enjoy food/drink there under the sun and fresh air. Especially for young family, park may be a better option for toddlers who can walk/run instead of sitting in the restaurant.

Question 5: Where would you like to see Mobile Food Traders allowed operate?
Riverside Park Tower Hill Show grounds Railway car park Car park across from court house I would keep off the main grid unless market type events/festivals are happening. Places where infrastructure already exists.
I would like to see a space down Karine Street, Barry Steggall park, Riverside Park, Lake Boga.
Public & Private Events Set locations around town/surrounding areas i.e. truck stop on Bromley Road.
ANYWHERE BUT THE MAIN STREET AREA
any public land
Lake Side. Parks. Sporting grounds streets
Roadside, Lakeside, Riverside,
Riverside park
not sure
Park
Along the river strip, in shipping containers that creates a 'pop up' foodie zone at the old skatepark between the bridge and boat ramp in Swan Hill.
So long as they are not trading within the CBD blackout area, why should all proposed locations not be considered at least.
In front of the civic centre, as the area is under utilized
At show and events that the local shops can't support
PARKS AND LAKESIDES
anywhere where there is sufficient space & parking
Riverside

Anywhere during holiday periods
Riverside Park and Tower Hill Park
Robinvale down near the river
Lake Boga, back of the lake or Jacaranda Cres
I'm happy with the current guidelines around areas, ie. not in the CBD
Riverside Park. Lake Boga foreshore
Anywhere suited outside of the main CBD zone.
They can operate in towns like Woorinen, Lake Boga, Nyah etc. The towns where don't have much options.
At specific events or dedicated locations
Parks train station markets
park behind clock tower
No where
Riverside Park Swan Hill, Toilet rest area up near the Police Station in Swan Hill, Lake Boga toilet area on the Highway near the Lake Boga Caravan Park
Safe spot for customers and Mobile businesses.
Riverside Park, Lake Boga Foreshore McCallum Street
gov land
The CBD area should be extended to include Campbell Street from Curlewis St to Beveridge St
Somewhere with parking, toilet facilities, power supply, easy to access and close to town.

Question 6: Where should mobile food traders not be allowed to operate?
Main grid:
Campbell and beverage sts
Passing through Rutherford and mcCallum.
The Main Street
Perrin Street CBD
MAIN STREET AREA
areas with low space that can disrupt others moving through them.
Within 50 metres of existing similar shops
CBD
CBD
I have no problem where they trade
Main st
Main street.
CBD or within 100m of an equivalent OPEN business to be fair to establishments.
My main industry is Horticulture, and we have no protection from competitors. If we are good enough we survive, same should apply here...
In parks or public lands
ANYWHERE NEAR CBD OR OTHER PERMANENT BUSINESS
next to existing food businesses or where there would cause congestion
Near the Main Street
Anywhere in the CBD during business hours.
Also after hours near food outlets.
CBD
In the CBD and any other fixed shopping precinct
In the CBD zone
Riverside Park
in direct opposition to existing traders (ie on their doorstep)
CBD

Any where .
In any dangerous area's, down the main streets of town
Next to other fixed fast food stores
Common sense can surely prevail here.....each vendor should be assessed with listed trade locations. Focus on the purpose of 'the Code'. You want to encourage mobile food trade in public spaces such as parks but not in the Main Street.
near shops already operating
The CBD area should be extended to include Campbell Street from Curlewis St to Beveridge St

Question 7: Are the proposed fees are appropriate? If no, please explain why and nominate an acceptable fee (if applicable).
Yes
The fees are high compared to other councils i have registered with, especially with 20 million liability insurance when every other council i've been with is 10 million.
Yes
YES
yes, but only if its income dependant.
I do not know the fees
The Fees are way to high, mostly very small business, need to pay insurance and other fees as well.
Yes
yes
The traders should all have to be a part of Swan Hi Inc.
It would depend on what the fees cover. E.g an establishments rates include garbage and waste etc. What exactly is council also offering to support mobile businesses with these fees?
They are reasonable
No that's fees are a joke should be at least doubled
DO NOT KNOW FEES BUT WOULD ASSUME THEY ARE NOT
yes
Yes
Yes
I think they are. If you're permanently parking a mobile food truck somewhere, it should be considered a fixed location
What are the fees. Do not operate a mobile food van
No. Road side trading is seasonal: December till mid April (Easter holidays). All other events charge fee's. A 250% increase of the current fee is very high. Plus compulsory Swan Hill Inc. \$. Current \$395 is fair. We only trade 85 days/yr on public land.
The proposed fees for weekends are too low. You should be trying to encourage them to pay the annual fee. suggest off peak weekend \$250 and peak weekend \$350-400
I believe the fees are appropriate
Yes
Yes
yes
It's okay.

Question 8: Are the requirements within the Mobile Food Traders Code of Practice appropriate? If no, what would you like changed?
Yes, boundary's are laid out however it would be in the community best interest for follow up during trade to ensure requirements are being adhered to. Many traders will do enough to get sign off and then relax standards as trading continues. Ultimately enforcing the code and good follow up will keep mobile traders honest and consistent.
Yes

Yes
YES
yes
Appropriate
The times at Lake Boga need to be the same as other places
yes
Unsure
Why place a further 150m restriction on the CBD? There are clear guidelines and boundaries of the CBD, why push mobile businesses further out that this, particularly if they are providing a service that has been specifically requested by a business or organisation within this zone.
I'm not sure what the rational behind a 9pm end time is? why not later?
easy if we let this happen most of the money will go out of the towns then what happens to all the charities that ring weekly like football clubs tennis club the gun clubs etc these are local people that will not get any money you let this happen the shops will die a slow death just like shopping online
yes
Yes they are appropriate
Yes, I think they are
Yes they are, with the exception of the max 4 days in one spot maximum rule. Section 4.6 Very impractical.
n/a
They appear appropriate but should be subject to a health inspection at least once per year
The Council is saying you can't trade from Mon to Friday at any one location. I am wanting to run a business everyday during the week not just a couple of days. It's not viable to run a business just a couple of days, you would be throwing food out. The lease rates in Swan Hill for a fixed building is getting out of control and you wouldn't be making a profit, that's why people are looking at food trailers.
Yes.
yes
Yes

Question 10: Any additional feedback
Controlling the narrative and finding a way to get brick and mortar eatery's excited about the concept will put the initiative in good stead.
20 million liability is too high. The fees are also very high. I am worried that there will be a very limited number of spaces and it will become costly paying such high fees and insurance if a space is not available to operate everyday. If operators come from Melbourne to capitalise on these changes then it could be difficult to aquire a space to operate.
N/A
Permits could be annual or part annually
I think local food truck should be allowed to trade for free, outsiders a few times a year with charges.
Given the poor state of so many buildings within the CBD and the lack of viable options for establishing a business, mobile concepts are often a much more appealing option in regards to risk and outlay. Why invest \$50k+ into someone else's building simply to bring it up to a basic standard when that \$50k could have you much further along the process of establishing a business.
It's to cheap
Seems to be the number one compliant throughout holiday/weekends from both locals and visitors
Council should be looking at fully serviced areas where mobile food traders can go. Concrete, power, water, sewage ect, signed correctly so there is no confusion and complaints.
No

<p>The proposed fee calculation comparing fixed vs mobile is incorrect. Mobile traders do not have equal opportunity to trade compared to fixed traders.</p>
<p>I know council wants to keep town moving and growing and we also wants same to so our kids can have better future. I think first of all we should do something with empty shops in CBD area.</p>
<p>May I ask who comes up with these stupid ideas</p>
<p>I whole point of having a food trailer is to be flexible, lower overhead costs, no lock in lease agreements, being able to trade in more locations around the area and be able to work more than a couple of days of week. We are all just trying to do something that we enjoy doing and making more of a profit.</p>
<p>Cost days Sunday - Wednesday \$25 Thursday - Saturday \$100</p>
<p>Thank you for giving the mobile food traders more opportunity to trade and hope this idea is good for the community too.</p>

Community survey questions

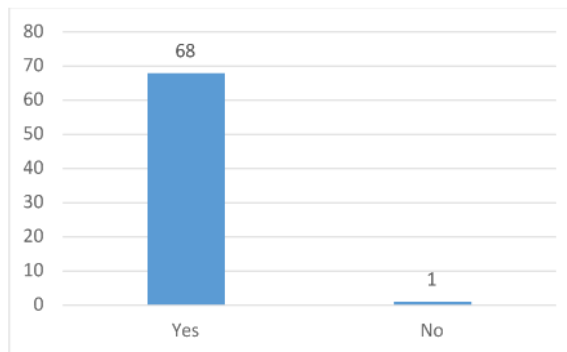
Please note: There was 89 responses from 102 people so it appears that some people completed this survey more than once.

Question 1 – Do you support allowing mobile food traders to sell food from public land? Why / why not?

68 respondents to this question were in favour of the proposal and 1 respondent was not. The long form answers can be found in full in the appendixes.

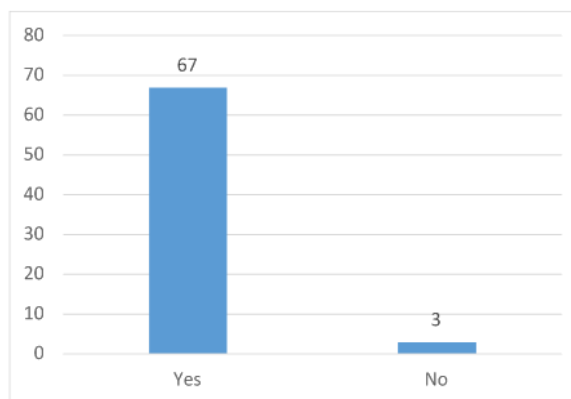
Leading themes from the comments:

- Respondents in support highlighted increased food availability, activating public spaces, and benefit for tourists.
- 2 respondents were in favour but highlighted that local businesses should be given preference over out of town businesses.
- The respondent that was not in support said that we have a wide range of food vendors and we should be supporting them especially after the COVID restrictions,



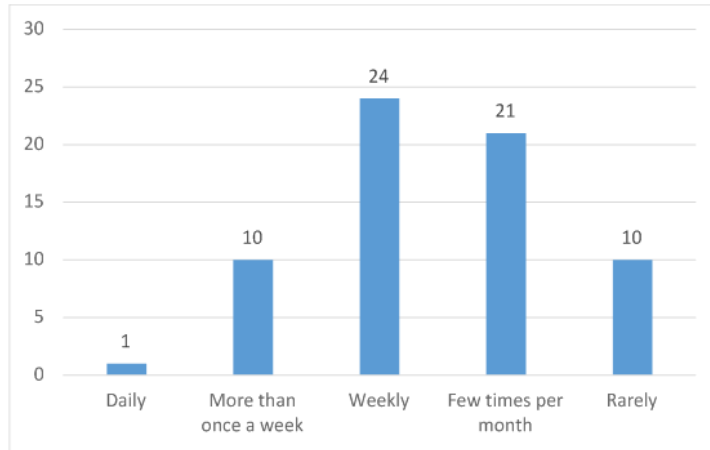
Question 2 – Have you purchased food from a mobile food trader in another town? What was your experience like?

70 respondents answered this question, and 67 of those people had purchased food from a mobile food trader before. The long form answers can be found in full in the appendixes. All respondents that had purchased from a mobile food trader reported a positive experience.



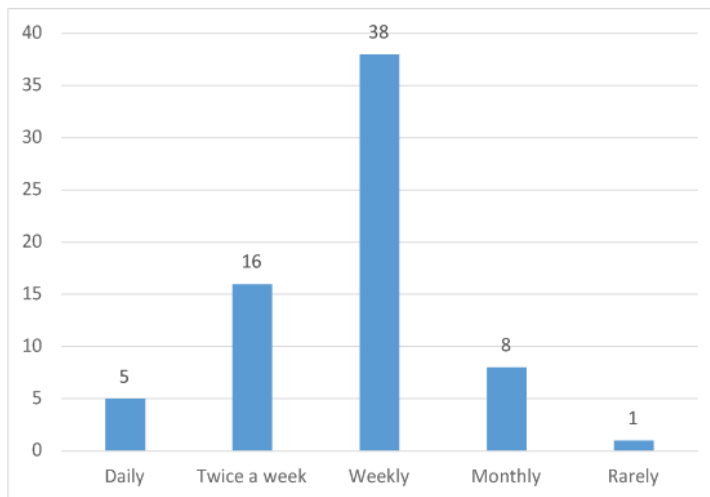
Question 3 – How often do you dine in at local cafes or restaurants?

66 respondents answered this question, with the majority of respondents dining in weekly (24) or a few times per month (21). 10 people reported only dining out rarely, with a number of these respondents stating that dining in with children was a challenge for budgets. A number of respondents said that they didn't dine in often but purchased takeaway coffee regularly. The long form answers can be found in full in the appendixes.



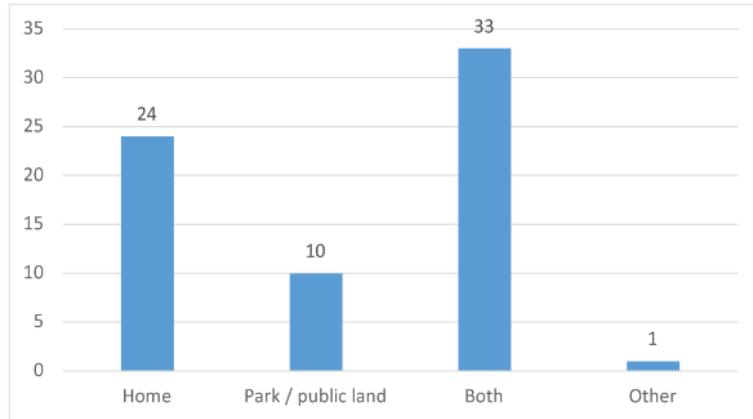
Question 4 – How often do you purchase takeaway food from local businesses?

68 respondents answered this question, with 38 getting takeaway at least weekly, and 16 twice a week or more. 5 people reported getting takeaway daily, and 9 said monthly or rarely. The long form answers can be found in full in the appendixes



Question 5 – When purchasing takeaway food, do you prefer to eat at home or go to your local park or other location?

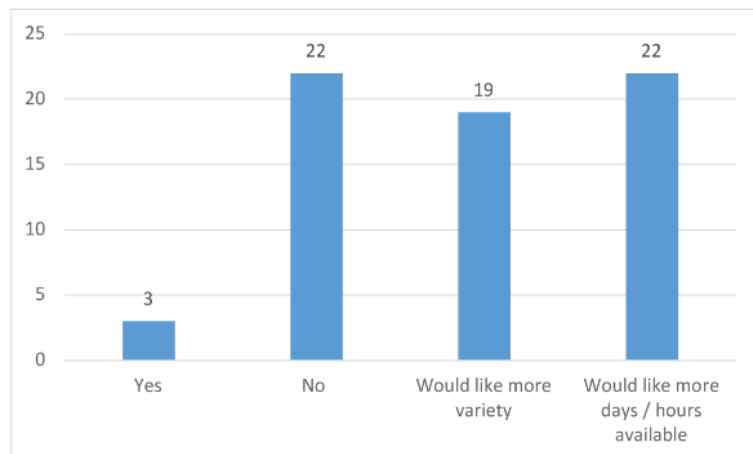
68 respondents answered this question, with the majority of responders eating at both home and public parks depending on the weather (33). 24 of the respondents preferred to take their takeaway meals home, and 10 preferred to eat outside at a park or riverside.



Question 6 – Have you ever have concerns about food availability in your town? If yes, please provide details.

67 respondents answered this question. The responses were varied with the main themes pulled into a table below. The long form answers can be found in full in the appendixes.

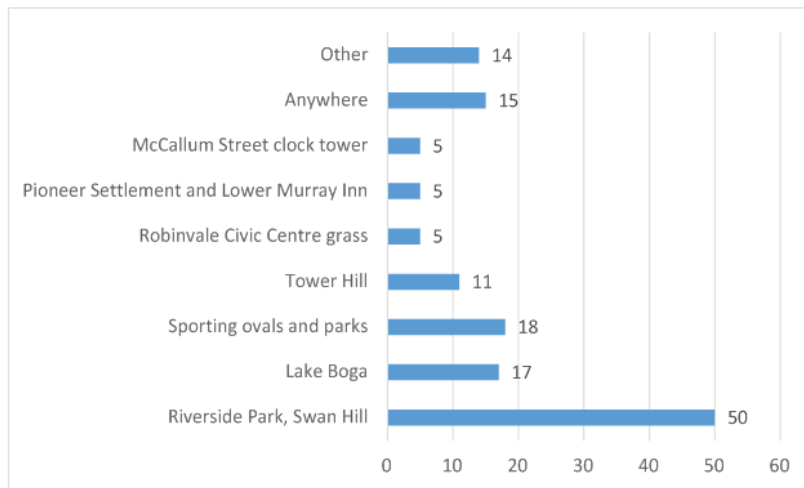
Majority of respondents said that they have not had issues with food availability (22). A number of the respondents said that food was available but that they would like more variety of choice (19), or that they would like more food availability at certain times (22) including late afternoons, weekends and holiday breaks.



Question 7 – Where would you like to see Mobile Food Traders allowed to operate?

69 respondents answered this question, with the majority of responders providing more than one location or idea. The responses have been tallied and provided in the table below. Verbatim responses can be found in the appendixes.

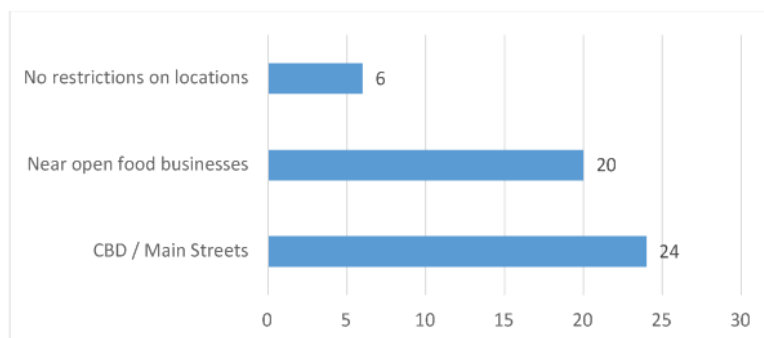
The locations with the highest responses were Riverside Park, Swan Hill (50), all sporting ovals and parks (18), Lake Boga (17) anywhere (15) and Tower Hill (11). A smaller number of people requested McCallum Street behind the clock tower (5), Robinvale Civic Centre grass area (5) and the Pioneer Settlement, including Lower Murray Inn (5). There were a number of other locations with less than 5 responses per location and these can be found in the long form answers.



Question 8 – Where should Mobile Food Traders not be allowed to operate?

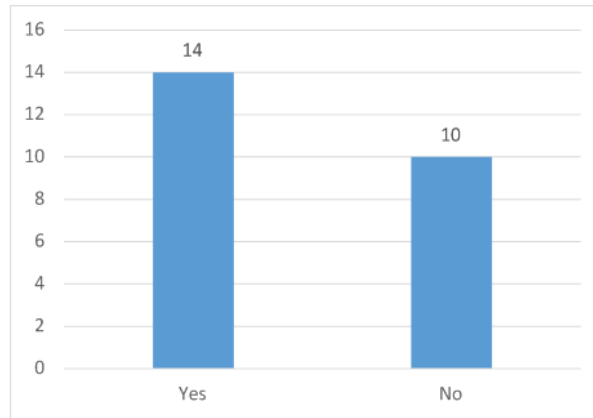
54 respondents answered this question, with some respondents giving more than one answer. The responses have been tallied and provided in the table below. Verbatim responses can be found in the appendixes.

Majority of respondents (24) said that mobile food traders shouldn't be allowed to operate within the CBD, 20 respondents said that mobile traders should not operate close to open fixed food traders, and 6 respondents said that there should be no restrictions on locations.



Question 9 – Would you apply for a Mobile Food Traders permit based on the draft fees and Code of Practice?

25 respondents answered this question. It is not expected that all respondents would want to start a mobile food business.



Question 10 – Any additional feedback.

33 respondents provided additional feedback at the end of the survey. The long form answers can be found in full in the appendixes.

Leading themes from the comments:

- There is a high support for mobile food trading.
- The availability and range of food options on weekends is poor.
- Popular locations to trade from include local parks – Riverside and Tower Hill.
- Not to allow food vehicles to trade in the main street.
- Community members are purchasing takeaway on a weekly basis.

Appendix 2

Long form answers for all questions

Note: Identifying details have been removed. All other details are verbatim and have not been altered.

Question 1: Do you support allowing mobile food traders to sell food from public land? For example - local parks, lakesides, etc. Why or why not?
Yes, more choice brings more people, more trade, more economic benefit to the town.
Yes
Yes
Yes
YES
Yes, It makes for a great family day out with plenty of space to move around & things like ramp access & public toilets are usually accessible in these kind of environments.
Yes. Great way to encourage people outdoors to enjoy the spaces council pays money to upkeep and might keep people more active and this healthier
Yes, there isn't much choice in many of the park areas- all of the parks apart from riverside. The cafe there is also limiting.
Yes
Yes, town needs more variety and encouragement for locals to use public facilities
Yes, the more variety the better
Yes, love them.
Yes
Absolutely. Food trucks are back in demand once again.
Yes definitely.
It will attract more people getting out
Yes. It provides opportunities for the public to experience a range of different food options out of ordinary business hours.
Yes!
Yes - I will go to every single one. If these kind of things don't come to town, I will travel to other towns to go to them. I believe these events bring people together and bring people to town - most of these events have hundreds if not thousands of people through the gates - and people that don't wish to go to these, go to Quo Vadis, Java etc.
Yes
Yes- I think it gives additional services to our community
Yes I think it's a great idea. Gives the locals something different to try and is covid safe as it's out in the fresh air
Yes
Yes, but only for peak periods (school holidays or festivals etc).
Yes it is a great way to foster community in our small town
Yes!
Swan Hill lacks options for food, especially on Sundays and Evenings.
Yes
Yes absolutely! It's great to have different choices available at different times and locations
Absolutely it's great to get a variety
Yes. Need more options in town. More choice attracts more people. Do not need to leave an event/location if food/drink is available therefore will stay longer. Traders would need to have appropriate standards & permits met. Local traders will not visit these locations, so someone should provide the service.
Yes definitely! Especially late afternoon and weekends/ evenings. Something that isn't offered in Our regular take away venues. Eg- hotdogs/donuts etc
Yes something different. Great for tourists

Yea because it brings tourists and variety to the town.
Yes absolutely. Will be great for our community
Yes, it activates local tourist hotspots and provides new opportunities for businesses to grow. It is pivotal in creating new culture within the town, and nurtures innovation within the town.
Yes, it provides enhances and encourages people to attend and enjoy the local parks
Provides another option for food if not available at a fixed food business
Yes. Offers diversity and caters for visitors that are here on public holidays
Yes. What a great idea to provide increased attractions to these under utilised and under serviced areas.
Yes, when they offer a unique experience the town currently doesn't offer
Yes. Because on a Saturday and Sunday .. the only cafe open to get food in the main street is 202.. and take away KFC , Macca's ... One can not get a sandwich before work at 12 pm or a brunch with family or visitors. If one wants a lunch the only place is a pub or club, fish and chips. No place to grab an ice-cream or very little variety in town. Definitely support this.
Of course
Yes
yes, I have no concerns with this.
Yes
Yes if they are from our town, they support our town and community. No if they're from another town as it takes business away from our local traders and there's no money put back into the community.
Yes
Yes, it is nice to have options
YES! Especially on weekends!!
Yes
Yes, I think we need more for our tourists and community. Its hard to get a takeaway sandwich at lunch time on a weekend - especially on sundays!
Yes absolutely! After the disaster of Christmas I think we need these rules in place to make sure we have food available for purchase for locals and visitors
Yes. It's a fabulous opportunity for local mobile businesses and brings the community together. Brings a variety of food options to our town also.
I have no problem as long as they are serving different items to any permanent traders that are in the same vicinity.
We have many shops that sell a large range of food, all along our main street. covid means some of these are struggling lets support these buisnesses
Yes. They are usually trading when a lot of local businesses are closed so it gives an option for food, or a coffee ect. For example on a Sunday afternoon.
Yes, get people out and creates more hype for our area
Yes. I like the variety and convenience that it brings to public spaces.
Yes
Yes, it's a great way to bring community together
Yes for specific events/times
Of course, where else would they sell
Yes, convenience. Go where the people are.

Yes
Absolutely!
yes because it creates more diverse options and gets people out and about into public open space
yes, sometimes food trucks can offer something outside what local food traders can. It can create a great atmosphere and bring community together in places that are otherwise not activated
Yes. Especially when events are on or it's school/public holidays
Yes
Yes

Question 2: Have you purchased food from a mobile food trader in another town? If yes, what was your experience like?
Yes I have. In particular love the food truck festivals. Such a great choice of food, great atmosphere and brings new choices to the town.
yes, great change for something different that we dont have access to like city people
Melbourne. Was good
Yes, Bendigo have a great setup
yes it was great -good idea
Yes, was better than I expected. Food was fresh & the customer service was great.
Yes. Great to have a boutique food offering in a great location as a bit of a pop up specialty
No- it's not something we see often unless going to an event. At events yes it's great.
Yes
Yes. Very good. Used Often in Essendon
Yes, it was a vibrant exciting atmosphere with many different cultural foods to choose from
Yes, excellent.
Yes. It was great
Yes. Fantastic. Great food, great people, great atmosphere
Yes I have experienced buying food from a mobile food trader in Mildura and the neighboring areas like the market in meirben and it was always a great experience...
Yes in Bendigo.
Great. Sitting on the grass to eat right near a playground.
Yes.
My experience was great, we also utilised the park area after eating and walked along the river walk home.
Yes! Quick, easy, convenient, no required bookings, works perfectly with COVID restrictions as no capacities required, etc!
Yes and it was great as always - these people have family's aswell, they need our money/business just as much as locals do.
convenient good quality
Yes- very good.
Yes I go to the mallee burger van in mildura very often. They are amazing!
Yes absolutely love the concept
The experience is good if there are enough vendors to feed the crowds plus there needs to be a good variety of food.
Yes. Multiple vendors to choose from and was high quality meals
In melbourne yes. So many options and delicious!
I loved it
Yes I have. Great experience
Yes and it's been great, tasty
No

Fantastic. Chips cheese and gravy is always my go to food van takeaway food
Yes excellent
Yes, and it was good. Some can just be a little bit pricey
Yes absolutely loved it
Yes. Great, Food trucks are no different (in some cases better) than brick and mortar kitchens and often provide a more intimate and alternative experience to brick and mortar offerings.
Yes, it provided a different atmosphere to the community and brought people together. Refereed to as foodies night by the locals where a number of different food traders attend to provide food options where they are otherwise not available of an evening
Yes. Excellent
Yes. Fantastic.
Yes, The experience is more often than not a good one
Yes, Melbourne. Chorizo hotdogs. Was great , food was great.
Coffee - very convenient
Yes , like any purchase it Varys ,but on a whole I have been satisfied
yes, i purchased from the kebab van which was situated at the Robinvale Community Centre and ate down by the river. Was very nice.
No
Yes. Average
yes, was very enjoyable
Yes, loved knowing where the regular vans are when you feel like a jam doughnut. Became a regular treat with our family.
Yes, experiances vary from place to place but overall positive.
Yes,experience varied but at its best it was wonderfull.
Sometimes I went to the burger van when it used to go to Riverside Park. It was great! Something different and great food.
Yes!
Yes, fantastic!
Yes. Fantastic. Very professional and clean traders. They are usually located within markets or special occasion events.
No
Yes. The experience was great! Very busy and attracted a lot of people to the area.
Yes, I always love it
Yes. The experience was good. The food trader was setup at a rest stop with facilities. Quick service and contactless trade.
Yes, great! And convenient
Great loved it. Especially if there is a few different ones. I
yes. varied, quality and cleanliness and issue at times
Yes I have and if they know what they are doing it's a great and very new and refreshing way of business
Yes, excellent
Its brings different food options to the area
Yes, it's great. It brings something different to the town.
Good experience, usually they are very professional as they rely on reputation
Yes. Good
Yes, different and more food options. I can see a lot of people support the mobile food trader.
yes. Great experience. Always clean, fresh and welcoming.

Question 3: How often do you dine in at local cafés or restaurants?

2-3 times per month
daily
Occasionally. 1/month
once a month
once a week
Rarely, it can be costly with a young family.
Once a fortnight
Not often as we have three small children but when we have child free time we make sure to dine in. We try and get take away occasionally to support local businesses too.
Rarely
Fortnightly
Every month or so
Rarely
Far too often. And that wouldn't change if we had food trucks
Once or twice a week
at least 2 to 3 times a month and mostly take aways weekly at lunch breaks...and sometimes weekends.
Once a week
Typically a couple of times a week
At least twice a weekend!
At least twice a month
as often as Covid restrictions allow
Fortnightly
Once a week
Once a week or two. Morning T/A coffee is a must
At least once a week.
Once a fortnight
Once a month
Often
1 per week
1-2 times a month
At least once a week
A few times a week
Much as possible
On average once a week, give or take depending on time of year and other events etc.
Every weekend and get a coffee from local cafes every day
Often
Once a month
About 3 times a month
Once a week
Weekly
Not as often as i would like to because they aren't really that catered to children other than Murray Downs. We once went to a place in Warrnambool that had a lovely play room and TV surveillance that you could see from the dining room..
Not often
2 or 3 times a month
not very often, probably about once a month
twice a week
Weekly

once per fortnight
Not often
Weekly
Twice a week
Once a fortnight
3-4 times a month
Generally take away once a week, occasionally dine in
At least once a week, occasionally more
1to 2 times a month
Weekly
At least once a week
Once a week.
About once every couple of months
3-6 per week
twice a week
Depends but once or twice a week
Fortnightly
Monthly. Takeaway atleast weekly
2-3 times a week
once a fortnight
once a fortnight
Weekly
Once a week.
monthly

Question 4: How often to do you purchase takeaway food from local businesses?
once a week
daily
1/fortnight
weekly
once a week
Maybe 4 times a month.
Twice a week
Maybe once fortnightly. During covid 2020 we would take turns each week to pick somewhere to get takeaway.
Weekly
Weekly
Weekly
Weekly
No very often
Once a week
almost everyday during weekdays for lunch.
Once a week
Twice a week on average.
Every weekend!
Weekly
weekly

Weekly
More than I'd like to admit
Everyday 😊
At least once a week.
Once a fortnight
4 times a week
Often
1 x per week
5 days a week
Couple of times a month or more
A few times a week
Twice a week
A couple of times a week on average
Once a week for dinner usually
Often
Several times a week
About 5 times a month
Once a week
Weekly
Often. Fish and chips from classic mostly for park and picnics. JAVA spice for a night in . GENERAL FAST GOOD
Once a week
2 or 3 times a week
almost daily
twice a week
Daily
once per fortnight
Once or twice a week
Weekly
Once a week
At least once a week or more
3-4 times a month
Once a week.
Once a week
3 times a fortnight
Weekly
Twice a week
Twice a month.
Once or twice a week
3-5 a week
twice a month
Once or twice a week
Weekly
Weekly
3-4 times a week
once a fortnight or once a month
weekly, if not more
Weekly

Fortnightly
weekly

Question 5: When purchasing takeaway food, do you prefer to eat it at home or go to your local park or other location?
Both, usually home at night, but at lunch times, often take lunch down to Riverside Park.
both,
At home
eat at home
home
If it's lunch we tend to go to a park or out to the lake. If dinner we take it home.
Eat at home but in better weather like to eat outdoors in public space
We eat at home during winter but during summer, we always go to the river, a park, friends houses etc
Home or park
Both
This depends on the weather if I eat at the park, mostly take it home
Both
Home
Both. Depending on the time of year
depends on the weather...either way whichever time permits...I know mostly we eat at home with our take away but from time to rime we love to eat it in the playground with our kids or at the river if its just me and my husband.
Local park or near the river
Weather permitting, outdoors.
Local park or the venue. I think the Swan Hill River Front needs more eatery's like Mildura. Would be great to grab a morning coffee on a walk or even some toasted sandwiches!
I sit at the Aldi car park personally. Well lit up and plenty of room, better then the park in the dark at 6pm at night.
home
Home
I live 30 mins from swan hill so usually eat at a park so it doesn't go cold
It depends on the weather and time frame I have
Depends on the weather.
Both
At home
Go to park or the river
If I'm in my town I prefer to eat at home
Park or work
Both
Go home
Both
Local park
Take it home but in summer when the weather is nice eat it at the park
Eating at the riverside park is always a great option.
Home/work during winter. Outdoors during summer e.g. Lake Boga, Riverside Park
Both
Occasionally local park or back to work.

Home or Dine in
Both depends on the occasion. Date night in, family day out
Home
Home
prefer to eat at home
in at home
Multiple locations
mostly at home, occasionally in public location
Home as it is usually after work for us.
At home
Eat at home
At home. Sometimes at the park in the summer.
Either
Both, depending on weather & family choice.
At home
home
Going to a park but depends on the season.
Home
Depends on the season and weather, but the local park mostly
Usually outdoors
Depends on the weather. Love going down near the river to eat nice and peaceful
home
Depends on the weather and food
Home
Mostly at home
Eat at home... There's nowhere very nice to eat in Robinvale. You can work on that too if you'd like. The riverfront is poor. Swan Hill doesn't miss out.
both depending on weather
home or meet others at the park
Depends whether it's lunch/dinner and winter/summer
If the weather is good, I prefer to eat at the park. Fresh air and kids can play with other kids.
Eat at home

Question 6: Have you ever had concerns about food availability in your town? If yes, please provide details.
It's the type of choices. Getting better but mobile food vans can give you more choice.
diversity
No
lack of quick healthy take away options
yes lots of the time every thing is shut after 7pm or not open on certain days
No
No
Yes. Allergy friendly. Not just what is available but people's knowledge. It's actually frightening peoples lack of knowledge of basic food groups and what things are. For example- dairy (son has anaphylactic reaction). People think it's just milk when it's butter, cream, whey, etc
Swan hill requires more variety
Most Coffee shops close at three week days or earlier on weekends. Have been to one that said it closed at 2pm on a Sunday and it was already closed at 1.30. I have never been back there since

No, we are very fortunate to have such a diverse range available.
Yes. Not enough variety or quality dining options
Yes. Closed at the busiest times of the year. When we have the most visitors in town. Hours are too short for many cafes. I work 6 days a week in my business. Its hard to get to these venues after hours.
No
Yes.
Cafes are not open to the public on weekends after lunch and public holidays.
Yes, riverfront should provide eatery with drinks, snacks, potentially meals!
No
yes. never enough seating in any restaurants when busy times holidays events ect e.g. niko niko 1.25hour wait for take out
No except when our fish and chip shop closed. Thankfully another opened in a year or so.
Not concerned but sometimes I wish there was more options
No
There have been occasions when there have been no restaurants or cafes open on a long weekend or public holidays which has been disappointing. I assume this is due to the cost of wages.
I would like to see more variety of food and meals
Yes, there aren't enough if any healthy options. Where can you buy a gourmet salad???
No
Yes, greater choice and consistency would be great
No real variety or decent place to take someone for tea
Yes- often on the weekend local cafes are not open or the few that are open are too busy. Not many options available to take visitors to.
Yes, something like Grill'd or Schnitz would be great for Swan Hill. Need more cafes open for dinner and prestige restaurants for dinner. Everywhere shuts at 3pm so takeaway like McDonald's is the only quick option
Yes some are not open during daytime on weekends
Yes, because there isn't a lot of variety and some of the current places have reputations for being unhygienic and that makes you not want to eat there
Yes. Swan hill really lacks different varieties of food. Sometimes you just feel like something different
Yes. The food offerings in Swan Hill are limited. Providing the opportunity for Food Trucks to trade in our region will bolster the food culture that Swan Hill boasts in its tourism marketing
Yes, a variety of options for dietary requirements are limited
Yes. When you are hosting visitors Swan Hill is very light on for night time eating. Especially early in the week
The overall standard of hospitality in Swan Hill is relatively low, from the variety, quality and consistency of food. Healthy competition in hospitality is what can make a town thrive! Echuca for example is a great example of where nearly all hospitality options are great. It lifts the overall industry and where hospitality is strong, so is tourism, because hospitality is reliable and can create a destination and experience. Mobile food traders have the opportunity to not only bring in new and exciting concepts to town, but encourage existing businesses to improve and lift the quality of what they are providing.
Availability of breakfast's and lunch on weekends.
Yes as stated. Weekends are terrible. Local businesses eg Cafe's don't trade. Unable to get a breaky, brunch, lunch at a Cafe .
Im summer you can't get an ice cream after a play the park etc
No
yes as i have dietary requirements but as they are by choice i don't complain. but bring on Subway! another option for me :)
no
No.

no
No there are lots of options
Yes. There are very limited places to eat or even get coffee in Swan Hill on weekends. And even on weekdays some of the cafe's are shut.
Yes , weekend service is poor for coffee/ cafe type service. I have had many negative comments from tourists.
Yes over Christmas everything closed. It was hard to get takeaway food and awful for the tourists.
Yes! Over the Christmas period and long weekends
I think it's terrific that there are more food options in town now. We are slowly catching up to larger communities that have a wide variety of food choices available to them. Opening hours make it difficult however as these are limited.
Many of our cafes and food options close on weekends whereas towns like Bendigo they are thriving!
Weekends are very limited for places for a lunch or afternoon tea. Would appreciate and support someone other than Spoons Riverside being open for taking visitors for a nice lunch.
no
Yes. It can be frustrating when local business are always closed. It's almost impossible to purchase a coffee in the afternoon on the weekends. Even to go for breakfast or lunch on the weekend there are very limited options.
No
Yes. During school holidays and public holidays it can be hard to find availability.
The parking to access food outlets, terrible
Only when we are out visit small towns like Nyah, Nyah west
Yes during Christmas period there is not enough main street businesses open
Yeah some times it's hard to get anything other than pizza after a certain time and with food vans who knows that might change
Yes. No coffee available after 3 Spoons closed over holidays Often nothing open
Just lack of different options
No
no we have lots of availability
sunday evenings often there are minimal takeaway or dining options. Friday evening can be very busy resulting in excessive wait times
Yes. Almost all cafes in Swan Hill close early in the afternoon, so not many options for having a later lunch/afternoon coffee etc. Poor opening hours on weekends (Sunday especially terrible - hardly anything open)
No but just limited.
No

Question 7: Where would you like to see Mobile Food Traders allowed operate?
Readily available places, like Riverside Park, at the entrances/exits out of Swan Hill
robinvale, river front
Park. At events. Markets
Riverside Park and vacant area along McCallum St (old channel site)
anywhere but not the main street area
Parks, lakes... All round appropriate place for everyone, businesses and customers.
Riverside park, any park area in town.
All the parks, somewhere where there is plenty of parking so the option of takeaway is possible.
Tower hill park. Markets. Industrial areas.
Yes

Parks, Showgrounds, Karinie street, sporting grounds,
Parks, markets and special events.
Riverside park
Beveridge street. McRae Street. McCallum Street. Riverside park. Anywhere really where there isnt a food venue that's operating.
Community Center, near the caravan park, the Leisure Centre near the football oval or near the playground in that area as there is a great parking spot.
Riverside park, tower hill lake
Riverside Park area
River front!
Riverside Park, Lake Boga, Main Street dining events (Adelaide have one yearly and it is great).
anywhere at all but in fitness to local trades not outside their doors
Community Centre , Bromley Road or Cairns square
Riverside park, lake boga,
Parks . Lakes . Footy grounds
Riverside Park, lawn area near Lower Murray Inn or anywhere within the Pioneer Settlement.
Riverside park, Lake Boga foreshore
All public land, as long as they pay their staff wages properly and exceed hygiene standards.
Riverside Park
Most likely at parks or a specific area set up for food trucks
Parking lot, parks, vacant blocks
Riverside park . Lake boga.
Tower Hill/ riverside
Park/markets/lakes
Riverside park
Riverside park or around lake boga
Local parks and the Pioneer Settlement
In local parks (Riverside, Tower Hill) or Lake Boga on the foreshore
Lake Boga foreshore, Rivetside Park, Robinvale by the tiber
So long as they are not trading in the CBD
Civic Centre area
Riverside, Tower Hill, Pool side, local events, curbside local street
Anywhere they like
Away from other fixed business ,the park is great
Down by the river is nice and as it's a distance from local businesses i feel if people want the product then they're prepared to go out of their way a little.
on the river bank
Anywhere
anywhere where there is sufficient space & parking
Riverside park , Boga near the caravan park pull off area
Riverside Park, the Clock Tower Grassed area.
Parks ,on weekends particularly. Main Street when normal traders find it uneconomic to trade.
All the local parks and Lake Boga.
In Riverside park, McCallum Street and Lake Boga
Riverside park
Riverside park for families
not sure
Riverside park, clock tower, tower hill lake,

Riverside park, pioneer settlement
Riverside park, Barry Steggall park, George Lay park, Pioneer Settlement, Bunnings, train station parking lot.
At the Parks of course
Parks, train station, smaller towns. Not just riverside maybe out tower hill park
at riverside park
Anywhere they aren't impacting negatively, maybe even pave off an area near riverside park and make that the area for them
Parks, workplaces- coffee
Riverside. Train station
Anywhere! we're happy to have them
riverside park, Barry Steggall Park, Lake Boga, Nyah. Any park space or Rec reserve. At concerts or events in any location.
Riverside Park, Tower Hill park, lakeside at Lake Boga
Riverside Park. Tower Hill park
Park or somewhere can sit down.
Public parks, Lake Boga, along the river precincts

Question 8: Where should food traders Mobile Food Traders not be allowed to operate?
Main Street
main street, or shopping centre car parks,
Campbell st. Or close to strip shops.
near other food premises
main street area
Unsure.
National and state parks
Where there are already plenty of food options like the Main Street.
Residential streets
CBD during regular trading hours.
CBD
Directly at the front of a food venue when in operation
I would say, NOT to places where there is no parking space...This is a huge problem at the town center. Not enough parking space.
In the town center or anywhere near cafe or restaurants to avoid competition
Within 150mtrs from any fixed food business.
N/A.
These people also have families to feed and bills to pay. Why stop them? There's nothing else that happens in this town.
adjacent to local food retailers
N/A
No where
Main Street near other food traders
In the Main Street close to cafes or restaurants.
I don't believe you increase restrictions for them. Competition is good for the consumer.
The Main Street near other restaurants
Residential streets and weekday day time
Main street
Near other restaurants that are open

Main Street
N/A
Down the Main Street
In close proximity to other brick and mortar venues
Next to fixed businesses
In the CBD or main street of town where there are fixed businesses
CBD
I don't believe they should be inhibited
Close to other fixed address traders ,I think that's fair as there is plenty of options to suit both preferably not directly next to any local businesses that they would be in direct competition to.
near the main road
not near existing food businesses or where they would cause congestion
Where there is no easy parking
Nowhere? If ther are willing to help with the tourist image of Swan Hill and be open late and weekends then they should be allowed to operate anywhere.
Down the main street.
Areas that are difficult to get car parking
Near local traders when they are open. They should be allowed to trade in the Main Street when local traders are closed.
Main shopping district.
Sporting venues
In front of other food businesses
CBD or near other food businesses
Well logically the Main Street or anywhere hampering traffic and people
Where organisation's ate community run. In the Main Street near shops
Mostly just the main parts of Campbell St an Beveridge
Nowhere. What's wrong with a bit of competition
in the main street in competition with shop fronts, when there isn't a festival on.
within the cbd precinct (unless on a trading period that majority cbd businesses are not trading eg sunday
Main streets of CBD
In front of the fixed food business
Near permanent food traders

Question 9: Any additional feedback?
This is a great incentive, making it fair for everyone involved.
give then all a chance, but they should only be a weekly fortnight or monthly visit, not daily
really would like to encourage food trucks to Robinvale
Looking forward to this being a regular event to boost the community in many ways.
Mobile food vans should be supported- there hasn't been any new food venture in swan hill for such a long time. There's room for others to make use of mobility to bring a difference and change.
This town needs more things like this. A new art gallery isn't going to keep people coming back again and again.
Ensure a copy of the business Food Registration be visible for public viewing.
Set the riverfront up with availability to order food and drinks!
would rely on our health department to ensure clean, healthy food vans in operation
No
The more opportunities to give our community what we love (food!) the better.

Why does council let so many food business in Swan Hill under pay their staff? This is what is unfair for other food businesses in town.
Would love to see more food trucks
I know many local businesses would not like the competition, but some are not prepared to be open when the public want them- mainly weekends. We have also had several cafes close down recently. Businesses need competition to ensure they maintain standards & service and to remain current.
No
It's about time Swan Hill lived up to its name as the "Food & Wine" region. Limiting new food businesses goes against everything that Swan Hill prides itself on. What Swan Hill lacks in fresh, new and exciting businesses, allowing start up food lovers to get into the industry by utilising Food Trucks is in Swan Hill's best interest to see the town grow to its full potential.
Permanent mobile food outlets along Lake Boga
Innovation and new concepts should not be hindered by disproportionate fees and regulations when the entire town and hospitality in the area can benefit. Improving attractions can increase tourism and if existing establishments rise to the occasion this can also have a significantly positive impact on their business too!
This is a cash grab
Subway! (and then Hungry Jacks because the Rebel Whopper is awesome!!!)
Don't let mobile food traders enter our town/shire when they don't pay rates or support the community.
Regular traders in Riverside would encourage more people to stay in the park
Swan Hill needs to get serious about being a tourist town and start offering hospitality/retail services on weekends and outside the 9-5 trading hours.
Mobile traders can often give service tailored to the specific needs and times of a venue
Our town needs to continue to grow and develop! The more we have available the more likely people will Come to our community.
Please, allow mobile food traders or make local businesses open their doors all day on weekends. It's disappointing that everything is closed after 1pm on Saturday, especially when it's a busy weekend. It deters people from visiting our beautiful town.
Swan hill needs to progress
We go to other towns and everything's open. Try locally and they are all closed. Happy to pay extra for public holidays and Sundays.
Stop allowing small business owners to stunt the growth of these little towns. Why should only a few reap all the rewards?. Robinvale's Subway is a good example of this.
As long as they have permits and abide by health rules, we should welcome these types of business
i think the benefits of mobile traders outside the cbd outweigh the negative. Locals would generally support various food businesses, so it would just offer another option for visitors and the community. I think it should be slightly restricted so "special"
Hope this will help the mobile food traders especially because the impact from Covid.

B.21.78 SUBDIVISION OF LAND IN THE LOW DENSITY RESIDENTIAL ZONE LOCATED AT 5 RIVER OAKS DRIVE, SWAN HILL

Responsible Officer:	Director Development and Planning
File Number:	2021-011
Attachments:	1 Attachment 1a – Subject site and surrounds 2 Attachment 1b – Subject Site 3 Attachment 1c – Proposed subdivision

Declarations of Interest:

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

Summary

This report seeks Council's resolution to issue a Notice of Decision to approve the above planning application. The application proposes to subdivide the land into two lots within the Low Density Residential Zone, located at 5 River Oaks Drive, Swan Hill.

The application has been referred to Council as it received objections.

Discussion

Location and existing conditions

The subject land, is located at No. 5 River Oaks Drive, Swan Hill, and approximately 2 kilometres south of the Swan Hill CBD. The subject land and the surrounding area is predominantly low density residential, with land zoned Farming immediately to the east, and the Little Murray River and the river reserve zoned Public Conservation and Resource Zone further east (see attachment 1a).

The subject land has an area of approximately 4,322sqm and contains an existing dwelling toward the south and an associated outbuilding toward the north-east (see attachment 1b). The land fronts River Oaks Drive to the west with a road frontage of approximately 53 metres. The lot currently contains several planted trees and shrubs and has maintained lawns.

The land is encumbered by two easements with one along the western boundary pertaining to sewerage provision and the other along the eastern boundary pertaining to power supply and flood protection purposes (levee bank).

Registered on the title of the subject site are two agreements under Section 173 of the *Planning and Environment Act, 1987*. Agreement W850337 is the result of Condition 15 on Planning Permit 1999-206 that approved the original 37 lots subdivision of the area. The agreement provides covenants that relate to the levee bank and building setbacks from the river reserve for lots to the south of the subject site. The agreement also includes a covenant relating to complying with, carrying out

and observing the conditions of permit. Agreement AQ860576 is between the landowners of the 37 lots created by the above permit, and Lower Murray Water for the provision of stock and domestic community water supply.

Proposal

The planning application seeks to subdivide the land into two, approximately equal size lots (see attachment 1c). Proposed lot 1 is to be rectangular in shape with a size of approximately 2,085sqm containing the existing access in the north-western corner with the existing shed to be removed. Proposed lot 2 is to be rectangular in shape with a size of approximately 2,237sqm and contains the existing dwelling. A new access has been proposed in the south-western corner with a culvert running underneath the crossover to enable free passage of overland flow from the table drain. Each of the proposed lots can connect to services and conditions of permit will require on-site retention of stormwater.

Assessment

After preliminary assessment of the proposal, further information was requested seeking a drainage design and the removal or relocation of the existing shed to allow an orderly boundary alignment.

The applicant provided the requested information with the existing shed identified for removal. The drainage plan was referred to Council's Engineering team who were generally satisfied with the design, however required a different design solution for lot 1 as a condition on any permit issued.

Policy direction

Planning Policy Framework – Swan Hill Planning Scheme

Clause 11.01-01S – Settlement - The objective of the policy is to ensure that settlements are developed in a sustainable manner with convenient access to services and employment. The proposed subdivision is located in a convenient location with reticulated services and infrastructure provisions available.

Clause 11.02-1S – Supply of urban land - This policy aims to ensure a sufficient supply of land to meet demand with consideration for redevelopment and intensification of established residential areas. The proposed subdivision meets the strategies by adding an additional lot to the municipal land supply in a location and of a size that is in demand. Preliminary strategic work undertaken, indicates that availability of Low Density Residential zoned is low in supply. The proposed subdivision creates an additional lot in a developed area connected to services.

Local Planning Policy Framework

Clause 21.04-2 – Orderly growth of towns and settlements - The policy promotes growth within defined settlement boundaries and promotes infill development. The

proposed subdivision meets this policy objective as the lot is within the established settlement area and is in proximity to services, employment and community facilities.

Low Density Residential Zone provisions – Clause 32.03 of the Swan Hill Planning Scheme

The purpose of the zone is to allow for low density development while ensuring that reticulated services can be provided or that each lot can efficiently treat and retain wastewater.

The subject lot is a result of a 37 lot subdivision approved in 1999. The land at that time was zoned Low Density Residential with the minimum lot size being 4000sqm. All lots approved by this subdivision were to be connected to reticulated services, including town sewerage.

The State wide changes introduced by the Minister for Planning in 2013, amended the Low Density Residential Zone provisions to enable a reduced minimum lot size of 2000sqm where land is connected to reticulated sewerage. Since this time Council has not pursued an amendment to its Planning Scheme to insert a schedule to increase this lot size in any locations in the municipality.

Accordingly, the proposed subdivision meets the current minimum lot size specified for LDRZ land and the purpose of the zone outlined within the Swan Hill Planning Scheme.

Drainage Issues

It is evident that stormwater drainage has been an issue in this area. The existing drainage issues are likely the result of the original subdivision and the reduced ability over time for on-site retention of stormwater of the lots created by the original subdivision in 1999.

In assessing the proposed subdivision, it is necessary to determine if the subdivision is likely to exacerbate the existing drainage issue of the area. It has been determined that both the proposed lots have the capacity to retain stormwater on-site through the provision and implementation of a stormwater management plan and drainage design.

A number of measures are proposed to be implemented through permit conditions to ensure onsite retention of stormwater. This include: bunds to be constructed at 300mm above the natural ground level around the boundaries of both lots created; installing rain water tanks at the capacity of 22,500 on both lots to catch and store rain water from all existing and proposed roofed areas; and a culvert under the crossover of proposed lot 2 to ensure that water can flow freely through the spoon drain.

Condition No 1 of the recommended permit requires the submitted drainage plan to be amended to incorporate these measures prior to the certification of the

subdivision. The revised drainage plan will be endorsed and form part of the permit. These conditions will be incorporated as part of an agreement under section 173 of the *Planning and Environment Act, 1987* and recorded on the title of both lots created by this permit to ensure ongoing compliance (see attachment 3).

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The State wide changes introduced by the Minister for Planning in 2013, amended the Low Density Residential Zone provisions to enable a reduced minimum lot size of 2000sqm where land is connected to reticulated sewerage. Since this time

Council has not pursued an amendment to its Planning Scheme to insert a schedule to increase this lot size in any locations in the municipality.

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In assessing the proposed subdivision, it is necessary to determine if the subdivision is likely to exacerbate the existing drainage issue of the area. It has been determined that both the proposed lots have the capacity to retain stormwater on-site through the provision and implementation of a stormwater management plan and drainage design.

A number of measures are proposed to be implemented through permit conditions to ensure onsite retention of stormwater. This include: bunds to be constructed at 300mm above the natural ground level around the boundaries of both lots created; installing rain water tanks at the capacity of 22,500 litres on both lots to catch and store rain water from all existing and proposed roofed areas; and a culvert under the crossover of proposed lot 2 to ensure that water can flow freely through the spoon drain.

Condition No 1 of the recommended permit requires the submitted drainage plan to be amended to incorporate these measures prior to the certification of the subdivision. The revised drainage plan will be endorsed and form part of the permit. These conditions will be incorporated as part of an agreement under section 173 of the *Planning and Environment Act, 1987* and recorded on the title of both lots created by this permit to ensure ongoing compliance (see attachment 2).

Consultation

Public notification

The application was notified by sending letters to immediate adjoining owners of the property and a sign placed on the site. Twenty-One (21) objections were received by landowners within the original 37 lot subdivision. Council heard directly from some of the objectors and the applicant at an assembly in August. The reasons for objection are predominantly based on amenity grounds and the capacity of the existing infrastructure to accommodate additional lots. The table below sets out the key issues raised by the objectors and Council Officers response.

SECTION B - REPORTS

21 September 2021

Issue raised in objections	Officer's response	Action
<p>Drainage Flooding occurs after rainfall events. Additional subdivisions will add to the issue.</p>	<p>The drainage issue has been ongoing in this area for some time, and the proposed subdivision will not increase the drainage issue. The subdivision provides an opportunity for Council to ensure onsite retention of stormwater at least with these two lots proposed.</p>	<p>Conditions 6, 7, 8 and 9 will be placed on any permit issued to ensure that the appropriate drainage works is completed prior to the issuing of Statement of Compliance of the subdivision. Furthermore, Condition 4 is the requirement for a Section 173 Agreement on the titles of both lots created will ensure ongoing maintenance of the measures put in place by these conditions.</p>
<p>Sewerage Sewerage system designed for 37 lots. The subdivision would exceed the capacity</p>	<p>The application was referred to LMW as the responsible wastewater authority. No capacity issue was identified.</p>	<p>Condition 14 and 24 require the owner of the land to connect to sewerage to LMW's satisfaction.</p>
<p>Electricity Lots within the area experience 'brown outs'. The subdivision would add to the issue and exceed the capacity</p>	<p>The application was referred to PowerCor as the responsible wastewater authority. No capacity issue was identified</p>	<p>Conditions 14, 28 and 29 require the owner of the land to connect to electricity to PowerCor's satisfaction</p>
<p>Telecommunications Internet speed and capacity would be affected by the subdivision.</p>	<p>There is no referral provision for telecommunications in the planning scheme. Council is not aware of any capacity issues.</p>	<p>Standard conditions 17 and 18 require the land to be connected to appropriate telecommunications services.</p>
<p>Road The subdivision would create a precedence and require an upgrade of the current local road system, including sidewalk due to increased traffic</p>	<p>The subdivision will not require any upgrades of the existing local road network. The area is low density residential and that the standard of roads are different to an urban area.</p>	<p>Not relevant to the proposed subdivision.</p>
<p>Amenity</p>	<p>The subdivision meets the minimum lot size stipulated</p>	

The subdivision will negatively affect the area due to increased density, especially character and biodiversity.	by the Low Density Residential Zone within the Swan Hill Planning Scheme.
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Internal referrals

The application was internally referred to the following departments for comment:

1. Engineering Department – No objection subject to conditions.
2. Environmental Health Department – No objection subject to conditions.

External referrals

The application was externally referred to the following authorities for comment:

1. Goulburn-Murray Water – No objection subject to conditions.
2. Lower Murray Water – No objection subject to conditions.
3. PowerCor – No Objection subject to conditions.
4. TasGas – No Objection, no conditions.

Financial Implications

The proposed subdivision will have no financial implications to Council.

Social Implications

A possible social impact is the supply of an additional residential lot, which incrementally can lead to a more affordable housing market in Swan Hill.

Economic Implications

House and land availability is a longstanding issue in Swan Hill. Incremental infill development, like the proposed subdivision, has the potential to help alleviate this issue while indirectly creating more jobs through the building industry and additional population.

Environmental Implications

A possible environmental impact is off-site effects of the surrounding agricultural activities such as dust, noise from scare guns and the use of machinery at night on the residential use of the proposed lot.

Risk Management Implications

There are no known risks associated with the proposed subdivision.

Conclusion

A recommendation for approval of the proposed subdivision, subject to conditions, is based on an assessment against the requirements of the Swan Hill Planning Scheme.

1. Proposal is consistent with the State and Local Planning Policies, in particular:
 - Clause 11.01-01S – Settlement
 - Clause 11.02-1S – Supply of urban land
 - Clause 21.04-2 – Orderly growth of towns and settlements
2. Proposal is consistent with the Provisions of the Low Density Residential Zone outlined within the Swan Hill Planning Scheme.

Council Plan Strategy Addressed

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

Options

1. That Council issue a Notice of Decision to grant a permit for the proposed two lot subdivision of land in Low Density Residential Zone at No. 5 River Oaks Drive, Swan Hill subject to conditions.
2. That Council issue a Refusal to Grant a Permit for the subdivision of land in the Low Density Residential Zone at No. 5 River Oaks Drive, Swan Hill based on reasons specified by Council's decision.

Recommendation

That Council issue a Notice of Decision to grant a permit for a two lot subdivision of No. 5 River Oaks Drive, Swan Hill subject to the following conditions.

1. Prior to the certification of the subdivision approved by this permit, a revised plan of the proposed subdivision incorporating an amended drainage plan as per Condition 7 of this permit to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. When approved, the subdivision plan and the Drainage Plan will be endorsed and will then form part of this permit. The subdivision plan incorporating the Drainage Plan must be generally in accordance with the plans submitted with the application, but modified as per Condition 7 of this permit.

2. The subdivision approved by this permit and as shown on the endorsed plans to accompany the permit shall not be amended for any reason without the prior written consent of the Responsible Authority.
3. Prior to the certification of the subdivision approved by this permit, the shed located over the boundary of the proposed lots must be removed to the satisfaction of the Responsible Authority.
4. Prior to the certification of the subdivision approved by this permit, the owner of the lots must enter into an agreement with the Responsible Authority in accordance with Section 173 of the *Planning and Environment Act 1987*. The agreement must provide for:
 - a. The boundary bunding for both lots 1 and 2 created by the subdivision approved by planning permit 2021-011 and as shown on the approved Drainage Plan (attached to this agreement) which forms part of the permit must be constructed and maintained at all times to the satisfaction of the Responsible Authority;
 - b. The rain water tanks with a capacity of 22,500 litres for each lot 1 and 2 created by Planning Permit 2021-011 and as shown on the approved Drainage Plan (attached to this agreement) which forms part of the permit, must be installed and maintained at all times, including emptying after each storm event, for the intended purpose, to the satisfaction of the Responsible Authority;
 - c. The owners of Lots 1 and 2 created by the subdivision approved by planning permit 2021-011, agree to perform the ongoing maintenance of stormwater retention measures required to retain stormwater on site in accordance with the approved Drainage plan (attached to this agreement) endorsed under planning permit 2021-011, to the satisfaction of the Responsible Authority.
 - d. The owners of Lots 1 and 2 created by the subdivision approved by planning permit 2021-011, must pay the full apportioned cost for the provision of stormwater services to the lots, in the event that reticulated stormwater becomes available to the land to the satisfaction of the Responsible Authority.
 - e. Any future dwelling or replacement dwelling on Lots 1 and 2 created by the subdivision approved by planning permit 2021-011, must be constructed at least 300 millimetres above the 1% flood level.
 - f. The owners of Lots 1 and 2 created by the subdivision approved by planning permit 2021-011, acknowledges that the land may be prone to flooding.

Prior to a Statement of Compliance being issued:

- g. Application must be made to the Registrar of Titles to register the Section 173 Agreement on the title to the land under Section 181 of the same Act.
 - h. The owner must pay all costs (including Council's costs) associated with the preparation, execution, registration and (if later sought) cancellation of the Section 173 Agreement.
5. Any existing Covenants under Section 173 of the *Planning and Environment Act, 1987* must be transferred to the proposed lots, being Lot 1 and Lot 2 created by the subdivision approved by this permit.

Engineering Conditions

6. Prior to the certification of the plan of subdivision approved by this permit, the flow paths of a 1% AEP storm need to be determined and the development designed such that no private property is inundated by this storm. These flow paths must be indicated on the plans and submitted to the Responsible Authority for approval.
7. Prior to the certification of the plan of subdivision approved by this permit, a drainage plan with computations prepared by a suitably qualified person to the satisfaction of the Responsible Authority must be submitted to the Responsible Authority for approval. When approved, the plan will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions and must be in accordance with Council's Infrastructure Design Manual. Measures are to include boundary bunding and rainwater tanks with a capacity of 22,500 litters for both proposed lots 1 and 2 to demonstrate the ability of the proposed lots to retain stormwater onsite.
8. Prior to the issuing of a Statement of Compliance for the subdivision approved by this permit, all drainage works required by the approved drainage plan (other than the installation of the rainwater tank on the vacant lot, being lot 1, created by this subdivision) must be completed to the satisfaction of the Responsible Authority.
9. Prior to the issuing of a Statement of Compliance for the Subdivision approved by this permit, the permit holder must ensure that stormwater runoff from each lot approved by the subdivision can be retained within the boundaries of the lot to the satisfaction of the Responsible Authority.
10. Prior to the certification of the plan of subdivision approved by this permit, services to the proposed lots are to be redirected so as not to pass through the property boundaries of each of the proposed lots approved by this permit to the satisfaction of the Responsible Authority.

11. Prior to the issuing of a Statement of Compliance for the Subdivision approved by this permit, a vehicle crossing should be constructed for proposed lot 2 in accordance with Standard Drawing 260 of the Infrastructure Design Manual (IDM) standards to the satisfaction of the Responsible Authority, and must:
 - a. Be constructed at right angles to the road, and any redundant crossing should be removed and the land and the swale drain must be reinstated to the satisfaction of the Responsible Authority;
 - b. Be setback a minimum of one (1) metre from any side-entry pit, power or telecommunications pole or manhole cover or marker, and a minimum of 2.5 meters from any street tree all to the satisfaction of the Responsible Authority.
 - c. Must maintain the bunding crest level as shown in approved drainage plan to the satisfaction of the Responsible Authority.
12. Prior to the issuing of a Statement of Compliance for the subdivision approved by this permit, the existing vehicle crossing for proposed lot 1 must be upgraded in accordance with the Standard Drawing 260 of the Infrastructure Design Manual (IDM) standards, maintaining the bunding crest level and to the satisfaction of the Responsible Authority.
13. The Sight distance requirements for the Access Driveway as detailed in AS 2890.1 must be provided for the above two residential vehicular access points to the lots to the satisfaction of the Responsible Authority.

Mandatory Subdivision Conditions

14. The owner of the land must enter into agreements with the relevant authorities for the provision of water supply, drainage, sewerage facilities, electricity and gas services to each lot shown on the endorsed plan in accordance with the authority's requirements and relevant legislation at the time.
15. All existing and proposed easements and sites for existing or required utility services and roads on the land must be set aside in the plan of subdivision submitted for certification in favour of the relevant authority for which the easement or site is to be created.
16. The plan of subdivision submitted for certification under the Subdivision Act 1988 must be referred to the relevant authority in accordance with Section 8 of that Act.

Telecommunications Conditions

17. The owner of the land must enter into an agreement with:

- a. a telecommunications network or service provider for the provision of telecommunication services to each lot shown on the endorsed plan in accordance with the provider's requirements and relevant legislation at the time; and
- b. a suitably qualified person for the provision of fibre ready telecommunication facilities to each lot shown on the endorsed plan in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network will not be provided by optical fibre.

18. Before the issue of a Statement of Compliance for any stage of the subdivision under the Subdivision Act 1988, the owner of the land must provide written confirmation from:

- a. a telecommunications network or service provider that all lots are connected to or are ready for connection to telecommunications services in accordance with the provider's requirements and relevant legislation at the time; and
- b. a suitably qualified person that fibre ready telecommunication facilities have been provided in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network will not be provided by optical fibre.

Goulburn-Murray Water

19. All construction and ongoing activities must be in accordance with sediment control principles outlined in 'Construction Techniques for Sediment Pollution Control' (EPA, 1991).

20. Each lot must be provided connection to the reticulated sewerage system in accordance with the requirements of the relevant urban water authority.

21. All stormwater must be directed to Council's legal point of discharge in accordance with the requirements of the Responsible Authority.

22. Any Plan of Subdivision lodged for certification must be referred to Goulburn-

Murray Rural Water Corporation pursuant to Section 8(1)(a) of the Subdivision Act.

Lower Murray Water

23. The plan of subdivision submitted for certification under the Subdivision Act 1988 must be referred to Lower Murray Water pursuant to Section 8 of that Act.
24. The requirements of Lower Murray Water must be met, in regards to the provision of water supply and sewerage services to the land, including payment of all associated costs prior to the Corporation agreeing to the issue of a Statement of Compliance.
25. The holder of this permit or authorised agent must meet Lower Murray Water's requirements regarding easements in favour of the Lower Murray Urban and Rural Water Corporation prior to the submission of any plan of subdivision for Certification.

PowerCor

26. This letter shall be supplied to the applicant in its entirety.
27. The plan of subdivision submitted for certification under the Subdivision Act 1988 shall be referred to the Distributor in accordance with Section 8 of that Act.
28. The applicant shall provide an electricity supply to all lots in the subdivision in accordance with the Distributor's requirements and standards.

Notes:

Extension, augmentation or rearrangement of the Distributor's electrical assets may be required to make such supplies available, with the cost of such works generally borne by the applicant.

29. The applicant shall ensure that existing and proposed buildings and electrical installations on the subject land are compliant with the Victorian Service and Installation Rules (VSIR).

Notes:

Where electrical works are required to achieve VSIR compliance, a registered electrical contractor must be engaged to undertake such works.

30. Any buildings must comply with the clearances required by the Electricity Safety (Installations) Regulations.

31. Any construction work must comply with Energy Safe Victoria's "No Go Zone" rules.

32. Keep the easement land clear of any buildings or structures whatsoever.

33. The property owner/builder should contact Dial before you Dig, before any excavation works are undertaken on the property.

34. The applicant shall establish easements on the subdivision, for all existing Distributor electric lines where easements have not been otherwise provided on the land and for any new powerlines to service the lots or adjust the positioning existing easements.

Notes:

- Existing easements may need to be amended to meet the Distributor's requirements
- Easements required by the Distributor shall be specified on the subdivision and show the Purpose,

Origin and the In Favour of party as follows:

Easement	Reference	Purpose	Width(Metres)	Origin Land Benefited / In Favour Of
	Power Line	Section 88 – Electricity		Powercor Australia Ltd

		Industry Act 2000		
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Permit Expiry

This permit will expire if one of the following circumstances applies:

- a. The plan of subdivision is not certified within two (2) years of the date of this permit.
- b. The plan of subdivision is not registered at Land Registry within five (5) years of the certification of the subdivision.

The Responsible Authority may extend the periods referred to if a request is made in writing before the permit expires or within six 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.

Notes

From the Responsible Authority

1. A works within the road reserve permit will be required from Council prior to commencement of any works within the road reserve area (crossovers).

From Goulburn-Murray Water

2. The subject property is located within an area of Cultural Heritage Sensitivity. Should the activity associated with proposed development require a Cultural Heritage Management Plan (CHMP), planning permits, licences and work authorities cannot be issued unless a CHMP has been approved for the activity.

From Lower Murray Water

- 2.

The Corporation also has the following comments to make regarding the application:

URBAN WATER SUPPLY

- The land is located inside the Corporation's Urban Water District.
- The land has an existing 20mm water meter and tapping.
- A New Customer Contribution charge for water is payable for the additional lot.
- The proposed new lot will require a new Meter and tapping.

SEWERAGE

- The land is located inside the Corporation's Sewerage District.
- A New Customer Contribution charge for sewer is payable for the additional lot.
- The proposed new lot will require a new sewer connection point.

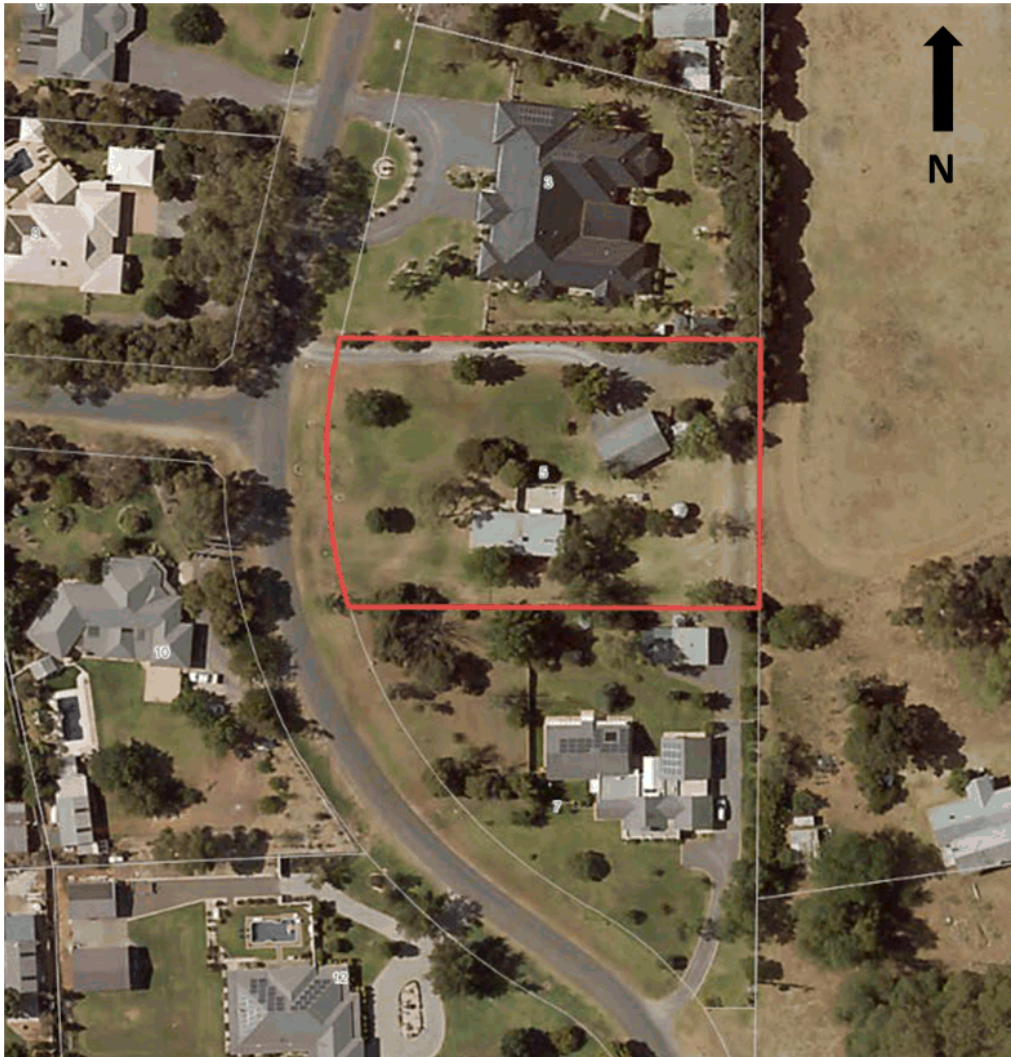
GENERAL:

- The subdivider is required to pay an Urban Subdivision Processing Fee. All other requirements must be met prior to the Corporation consenting to Certification and agreeing to the issue of a "Statement of Compliance".

Attachment 1a. Subject site and surrounds.



Attachment 1b. Subject site



B.21.79 IN-PRINCIPLE ADOPTION OF PERFORMANCE AND FINANCIAL STATEMENTS

Responsible Officer:	Director Corporate Services
File Number:	S15-28-14
Attachments:	1 Performance Statement 2020/21 2 Annual Financial Report 2020/21

Declarations of Interest:

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

Summary

The Local Government Act requires that Council adopt its Annual Statements incorporating the Performance Statement and General Purpose Financial Statements 'in-principle' prior to the Auditor-General issuing an Audit Opinion on the Statements.

Officers have prepared a draft set of Statements, ready for 'in-principle adoption', and request that Council adopt these Statements 'in-principle'.

Discussion

The Performance Statement and General Purpose Financial Statements for 2020/21 have been prepared and presented for audit.

Council's Audit Committee met to review the Draft Statements on 9 September 2021. The Audit Committee recommended that Council adopt the statements 'in-principle'. Accordingly, as required under the Local Government Act these draft statements are attached and are presented to Council for 'in-principle' adoption.

The Auditor-General and Local Government Victoria both accept that adoption is 'in-principle' and is therefore not seen as a certification by Council as to the complete accuracy of the information being adopted.

It is anticipated that the final audit process will be completed shortly after Council adopts the Statements 'in-principle', at which time the Statements will be available for signing by the two appointed Councillors (Mayor Moar and Cr Benham). The Statements can then be included in the Annual Report.

A formal advertising process will then take place, with the Annual Report most likely to be adopted at the Ordinary Council Meeting on 19 October 2021.

Consultation

Both Financial Statements form part of the Annual Report.

Financial Implications

Not applicable.

Social Implications

Not applicable.

Economic Implications

Not applicable.

Environmental Implications

Not applicable.

Risk Management Implications

Failure to adopt the Statements 'In-Principle' will contravene the Local Government Act.

Council Plan Strategy Addressed

Governance and leadership - Effective and efficient utilisation of resources.

Options

Failure to adopt the statements 'in-principle' will delay the audit of the Statements and may put Council outside the deadline for lodgment of the Annual Report with the Local Government Minister, which is 30 September 2021.

Recommendation

That Council adopt 'in-principle' the Draft Performance Statement and General Purpose Financial Statements for the 2020/21 financial year as presented.



Part seven

Performance Statement

Description of municipality

Swan Hill Rural City Council covers 6,116 square kilometres and is home to 20,534 people.

It includes the townships of Swan Hill, Robinvale, Lake Boga, Nyah, Nyah West, Piangil, Beverford, Woorinen, Ultima, Manangatang and Boundary Bend.

The Swan Hill municipality has experienced significant growth over the past decade, led by the expansion of horticultural/agricultural practices and supported by an innovative manufacturing sector.

This success is depicted by the fact that the region is Australia's largest producer of table grapes, pistachios and olives, responsible for one quarter of all carrots nationwide, a top contributor to the stone fruit industry and accounts for approximately 70 percent of Australia's Almonds and Olive Oil production.

Almost 22 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 and more than 17 per cent of all jobs in the city are directly related to agriculture. Additionally food manufacturing (processing) accounts for almost 9 per cent of the municipality's economic output.

Located along the Murray River, tourism plays an important role in our region's* economy. Our climate and natural beauty attract around 917,500 visitors each year as reported in the Murray Regional Tourism (MRT) Snapshot Report- March 2021, for domestic overnight travel, international overnight travel and domestic daytrips.

Operational summary

A number of different and varying circumstances has influenced the performance results for this year.

The coronavirus pandemic (Covid-19) restrictions have affected our ability to provide business 'as usual' (see commentary under Covid-19).

The Comprehensive Income Statement reports a surplus of \$19.1m. This includes depreciation and other non-monetary contributions, but excludes capital payments of \$14.5m and loan proceeds and repayments of \$0.5m and \$0.6m respectively.

Our operating and capital revenue is significantly higher with the receipt of \$8.6m in additional non-recurrent grants. The majority of this money targeting economic stimulus following years of drought and ongoing business disruption caused by the pandemic. Council was surprised by the successful application under the Working For Victoria Jobs program (\$1.6m in 2021) to offer employment to people affected by Covid-19. We were very fortunate to engage some of our staff stood-down (10.8 EFT) as a result of lockdown restrictions affecting our performing arts, library, museum and a number of other service operations.

Another impact increasing our operational revenue and expenses relates to Council's lead role in administering a Commonwealth Regional Growth Fund on behalf of six partner councils. Our operational income and expenditure includes \$3.5m from this arrangement in 2021.

Council has also been active in residential land development at Tower Hill Estate in Swan Hill; selling all available allotments (\$2.9m). The development continues to be cash-flow positive, and provide a return on investment of \$110k.

* Swan Hill Region includes the Swan Hill Rural City, Gannawarra Shire and Balranald Shire

Covid-19

The Covid-19 pandemic has impacted everyone in our community - including front-line workers who deliver our services. To keep everyone safe, some Council services such as tourism venues, performing arts, library and playgrounds were closed, while others such as Youth and Maternal and Child Health took their programs online. Fortunately, some of Council's front-line services such as waste collections and road construction, were able to continue as normal with little impact on services. Some of the actions in this report have been impacted by the Covid-19 pandemic in some way, mostly as the result of some operations being closed and scheduled community events being cancelled. However, a significant amount of actions and services were able to continue through a shift to remote delivery.

Sustainable Capacity Indicators

PERFORMANCE STATEMENT

Service/indicator/ measure	Results				Material variations
	2018	2019	2020	2021	
Own-source revenue <i>Own-source revenue per head of municipal population</i> [Own-source revenue/ Municipal population]	\$1,680.88	\$1,776.90	\$1,763.31	\$1,902.26	This is usually a stable indicator influenced by a decline in population year-on-year. The 2021 result however has seen additional revenue from building and planning fees, sale of all available residential land at the Swan Hill Tower Hill estate, the sale of prime commercial land at 71-77 Bromley Road in Robinvale and reimbursement from the Victoria Police for boarder closure check-points. A reduction in interest revenue and further decline in population also affected the result.
Recurrent grants <i>Recurrent grants per head of population</i> [Recurrent grants/ Municipal population]	\$552.94	\$526.64	\$569.62	\$586.59	The majority of this increase came from indexation of the Victoria Grants Commission general purpose and local roads grant (\$355k). Minor increases and decreases of other State and Federal Government grants occurred, with the overall increase per head of population equal to 2.98%.
Population <i>Expenses per head of population</i> [Total expenses/ Municipal population]	\$2,159.48	\$2,156.36	\$2,362.58	\$2,525.03	The increase of 6.88% (2021) in expenses per head of population is a result of a decline in population against an increase in operating expenses of \$3.1m. Operating expenses include the recognition of Amortisation on Right of Use Assets (\$0.41m) and \$3m of non-recurrent grants received on behalf of six partner councils to the Our Region Our Rivers Commonwealth funding agreement. The same scenario explains the increase in 2020.
<i>Infrastructure per head of municipal population</i> [Value of infrastructure/ Municipal population]	\$18,388.46	\$18,969.90	\$20,331.95	\$20,751.24	The increase in the value of infrastructure assets (IPP&E excluding land assets) has increased by \$6m, while our population has decreased from 20,649 to 20,534 in 2021.

Service/indicator/ measure	Results				Material variations
	2018	2019	2020	2021	
<i>Population density per length of road</i> [Municipal population/ Kilometres of local roads]	5.94	5.92	5.65	5.62	The reduction in 2021 is a combination of a decline in municipal population and an increase in road length. The population has declined by 315, whereas road length has increased by 147kms over the past four years.
Disadvantage <i>Relative socio-economic disadvantage</i> [Index of Relative Socio-economic disadvantage by decile]	2.00	2.00	2.00	2.00	This score is determined by the Australian Bureau of Statistics. The Socio-Economic Indexes for Areas (SEIFA) provides measures of social-economic conditions by local government geographic area.
Workforce turnover <i>Percentage of staff turnover</i> [Number of permanent staff resignations and terminations / Average number of permanent staff for the financial year]	-	-	10.81%	14.40%	Council has an ageing workforce which has had a direct impact on the staff turnover rate for 2021. New Indicator in 2020.

Sustainable Capacity Indicator definitions

“adjusted underlying revenue” means total income other than

- (a) non-recurrent grants used to fund capital expenditure; and
- (b) non-monetary asset contributions; and
- (c) contributions to fund capital expenditure from sources other than those referred to above

“infrastructure” means non-current property, plant and equipment excluding land

“local road” means a sealed or unsealed road for which Council is the responsible road authority under the Road Management Act 2004

“population” means the resident population estimated by Council

“own-source revenue” means adjusted underlying revenue other than revenue that is not under the control of Council (including government grants)

“relative socio-economic disadvantage”, in relation to a municipality, means the relative socio-economic disadvantage, expressed as a decile for the relevant financial year, of the area in which the municipality is located according to the Index of Relative Socio-Economic Disadvantage (Catalogue Number 2033.0.55.001) of SEIFA

“SEIFA” means the Socio-Economic Indexes for Areas published from time to time by the Australian Bureau of Statistics on its Internet website.

“unrestricted cash” means all cash equivalents other than restricted cash

Service Performance Indicators

Service/indicator/measure	Results				Material variations
	2018	2019	2020	2021	
Governance Satisfaction <i>Satisfaction with Council decisions</i> [Community satisfaction rating out of 100 with the performance of Council in making decisions in the interest of the community]	54	51	45	48	Satisfaction with Council decisions has increased. Council has invested in community engagement, developing a policy and guidelines for staff to support greater engagement on issues that impact the community.
Statutory Planning Decision making <i>Council's planning decisions upheld at VCAT</i> [Number of VCAT decisions that did not set aside Council's decision in relation to a planning application / Number of VCAT decisions in relation to planning applications] x 100	0.00%	0.00%	0.00%	0.00%	No planning application decisions were reviewed by VCAT in 2021.
Roads Satisfaction <i>Satisfaction with sealed local roads</i> [Community satisfaction rating out of 100 with how Council has performed on the condition of sealed local roads]	50	46	44	52	<p>Road networks are critical for liveability and business within the region and Council continuously seeks funding to enable upgrades to occur. Council has invested in its sealed roads network above its ordinary program due to additional funding becoming available during 2021.</p> <p>The satisfaction of sealed local roads has improved markedly over the past three years. The score identified is determined from sample respondents to the State Community Satisfaction survey.</p>
Libraries Participation <i>Active library borrowers</i> [The sum of the number of active library borrowers in the last 3 financial years / the sum of the Municipal population in the last 3 financial years] x 100	18.08%	16.90%	16.28%	14.52%	<p>Due to Covid-19 restrictions, the library branches were closed to public access for a total of 76 days during 6 August to 21 October 2020, 13 February to 17 February 2021, and 28 May to 3 June 2021.</p> <p>Covid-19 restrictions reduced people's ability to visit the library in person. The online collection was available to borrowers during this time, however the physical collection could only be accessed through the 'click and collect' service by appointment on 48 of the 76 days the library was closed.</p>

PERFORMANCE STATEMENT

Service/indicator/ measure	Results				Material variations
	2018	2019	2020	2021	
Waste collection Waste diversion <i>Kerbside collection waste diverted from landfill</i> [Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins] x 100	30.55%	30.26%	27.67%	29.51%	Council believes that the increase in recyclables collected through the kerbside collection service is a consequence of regional pandemic lockdowns with residents required to spend more time at home.
Aquatic Facilities Utilisation <i>Utilisation of aquatic facilities</i> [Number of visits to aquatic facilities / Municipal population]	5.51	5.57	4.56	3.43	<p>Due to Victorian Government Covid-19 restrictions, the Swan Hill Leisure Centre was closed from August 5 to October 26 (52 days). Strict capacity limits have been enforced since re-opening. Further lockdowns in February and late May also reduced attendance numbers. In addition to the pandemic, the Swan Hill Leisure Centre's boiler failed in March 2021. This outage was for 4.5 days and resulted in just over 300 swim school members not able to attend the centre.</p> <p>A 70% reduction in visitation was recorded between July and December 2020, when compared with the previous year. This was also reflected in centre memberships reducing by 17% since the facility closure in March 2020. The Swan Hill, Robinvale, Nyah and Manangatang outdoor pool attendance numbers were fortunately only impacted by the snap February 2021 lockdown.</p> <p>Flooding of the Swan Hill outdoor swimming pool in December from a storm event, resulted in the pool being shut in excess of 9 days while it was cleaned.</p>

Service Performance Indicators continued

Service/indicator/measure	Results				Material variations
	2018	2019	2020	2021	
Animal management Health and safety <i>Animal management prosecutions</i> [Number of successful animal management prosecutions]	2	0	-	-	Indicator retired in 2020.
Animal management Health and safety <i>Animal management prosecutions</i> [Number of successful animal management prosecutions/ Total number of animal management prosecutions] x 100	-	-	0	100.00%	Prosecutions arising in 2020, were heard in the 2021 financial year due to Covid-19 restrictions impacting the Magistrates Court operations and availability. New Indicator in 2020.
Food and safety Health and safety <i>Critical and major non-compliance outcome notifications</i> [Number of critical non-compliance notifications and major non-compliance notifications about a food premises followed up / Number of critical non-compliance notifications and major non-compliance notifications about food premises] x 100	94.74%	81.25%	100.00%	66.67%	One premise that received a 'major non-compliance outcome' did not receive a follow-up inspection in 2021. This was rectified in 2022.

PERFORMANCE STATEMENT

Service/indicator/measure	Results				Material variations
	2018	2019	2020	2021	
Maternal and Child Health					
Participation					
<i>Participation in the MCH service</i> [Number of children who attend the MCH service at least once (in the year) / Number of children enrolled in the MCH service] x 100	73.03%	73.14%	75.04%	80.05%	Council increased staffing slightly during 2021, which resulted in more children and families being able to be seen in clinics.
<i>Participation in the MCH service by Aboriginal children</i> [Number of Aboriginal children who attend the MCH service at least once (in the year) / Number of Aboriginal children enrolled in the MCH service] x 100	62.18%	60.08%	66.20%	76.26%	Council has worked to support the Swan Hill Mallee District Aboriginal Service (MDAS) maternal child health clinic when they have been unable to offer the service to Aboriginal families, and as a consequence those families have chosen to attend a Council clinic for their care.

Service Performance Indicator definitions

“Aboriginal child” means a child who is an Aboriginal person

“Aboriginal person” has the same meaning as in the Aboriginal Heritage Act 2006

“active library member” means a borrower of a library who has borrowed a book or other resource from the library

“annual report” means an annual report prepared by a Council under sections 131, 132 and 133 of the Act

“class 1 food premises” means food premises, within the meaning of the Food Act 1984, that have been declared as class 1 food premises under section 19C of that Act

“class 2 food premises” means food premises, within the meaning of the Food Act 1984, that have been declared as class 2 food premises under section 19C of that Act

“critical non-compliance outcome notification” means a notification received by Council under section 19N(3) or (4) of the Food Act 1984, or advice given to Council by an authorised officer under that Act, of a deficiency that poses an immediate serious threat to public health

“food premises” has the same meaning as in the Food Act 1984.

“local road” means a sealed or unsealed road for which Council is the responsible road authority under the Road Management Act 2004

“major non-compliance outcome notification” means a notification received by a council under section 19N(3) or (4) of the Food Act 1984, or advice given to Council by an authorised officer under that Act, of a deficiency that does not pose an immediate serious threat to public health but may do so if no remedial action is taken

“MCH” means the Maternal and Child Health Service provided by a Council to support the health and development of children within the municipality from birth until school age

“population” means the resident population estimated by council

PERFORMANCE STATEMENT

Financial Performance Indicators

Dimension/ indicator/measure	Results				Forecasts				Material variations
	2018	2019	2020	2021	2022	2023	2024	2025	
Operating position Adjusted underlying result Adjusted underlying surplus (or deficit) [Adjusted underlying surplus (deficit)/ Adjusted underlying revenue] x100	5.24%	8.38%	5.01%	12.71%	1.70%	-0.17%	0.95%	0.89%	The improvement in the indicator is derived from significant additional non-recurrent grant monies from both State and Federal Governments. These grants increased from \$2.9m in 2020 to \$8.0m in 2021. Funding received under the Commonwealth Government Regional Growth Program included \$3.5m in funds redirected to six partner councils; and economic stimulus money primarily focused on pandemic recovery from the State Government, included \$1.6m under the Working For Victoria Jobs program and other targeted programs.

Dimension/ indicator/measure	Results				Forecasts				Material variations	
	2018	2019	2020	2021	2022	2023	2024	2025		
Liquidity										
Working capital										
Current assets compared to current liabilities [Current assets / Current liabilities] x100	360.07%	380.53%	372.96%	388.38%	226.53%	208.42%	219.23%	216.04%		An increase in unspent cash primarily from government stimulus has improved liquidity, despite an 'interest only' loan becoming current in 2021. The ratio will return to more normal levels once the \$4.795m loan repayment is made and stimulus monies spent in accordance with grant conditions in 2022.
Unrestricted cash										
Unrestricted cash compared to current liabilities [Unrestricted cash / Current liabilities] x100	258.37%	271.46%	267.21%	266.18%	141.11%	151.57%	158.60%	159.50%		The forecast reduction identified last year for 2021, relates to an interest only loan maturing in 2022. Once repaid, the ratio recovers in 2022.

Financial Performance Indicators continued

PERFORMANCE STATEMENT

Dimension/ indicator/measure	Results					Forecasts				Material variations
	2018	2019	2020	2021	2022	2023	2024	2025		
Obligations Loans and borrowings Loans and borrowings compared to rates [Interest bearing loans and borrowings / Rate revenue] x100	25.22%	28.99%	28.35%	27.00%	8.83%	7.67%	6.52%	5.46%	Council deferred \$1.3m in new borrowings from 2017 and 2018 until 2019. The deferred borrowings of \$1.3m along with new borrowings of \$0.5m were taken up in 2019 and restore the ratio to its previous expected level. An ongoing reduction in borrowings is planned from 2022 onwards.	
Loans and borrowings repayments Loans and borrowings repayments compared to rates [Interest and principal repayments on interest bearing loans and borrowings / Rate revenue] x100	5.16%	3.03%	3.01%	3.08%	18.09%	1.11%	1.07%	1.03%	Council is continuing with a strategy to progressively reduce borrowings. This reflects in a reduced loan repayment compared to rates each year. In 2022, the first Local Government Funding Vehicle interest only loan matures (\$4.795m) and Council will have sufficient cash available to repay this loan. The 2018 ratio was higher due to repayment in full at the eighth year of a loan originally borrowed on a ten year repayment schedule with interest rate renegotiated at the fourth and eighth year. No new borrowings are expected after 2021.	

Dimension/ indicator/ measure	Results						Forecasts					Material variations	
	2018	2019	2020	2021	2022	2023	2024	2025					
Indebtedness Non-current liabilities compared to own source revenue [Non-current liabilities / Own source revenue] x100	21.54%	23.82%	25.82%	11.54%	10.55%	9.47%	8.38%	6.25%					The ongoing repayment of borrowings over the forecast period will see a reduction in our interest bearing liabilities, and this year (2021) our first LGFV interest only loan of \$4.795m became a current liability. Full repayment of this borrowing will occur in 2022. This ratio is forecast to reduce to zero, as Council proceeds on a path to no future borrowings from 2021.
Asset renewal Asset renewal compared to depreciation [Asset renewal expenses / Asset depreciation] x100	90.90%	116.77%	-	-	-	-	-	-	-	-	-	-	Indicator retired in 2020.

Financial Performance Indicators continued

PERFORMANCE STATEMENT

Dimension/ indicator/measure	Results						Forecasts			Material variations
	2018	2019	2020	2021	2022	2023	2024	2025		
Asset renewal Asset renewal and upgrade expense compared to depreciation [Asset renewal and asset upgrade expenditure / Asset depreciation] x100	-	-	93.29%	101.54%	110.33%	84.72%	91.19%	88.56%	Council has increased renewal and upgrade infrastructure expenditure by \$1.1m or 12% compared to the previous financial year; whereas the percentage increase in asset depreciation was 4%. This ratio will deteriorate as we embark on a period of expansion with the creation of the 'Our Place' building (\$10m) in our heritage precinct, a new sporting hub (\$1.4m) and other infrastructure created in the current financial year that is yet to commence being depreciated. New Indicator in 2020.	
Stability Rates concentration Rates compared to adjusted underlying revenue [Rate revenue / Adjusted underlying revenue] x100	55.45%	55.93%	54.30%	48.54%	56.45%	60.45%	63.04%	63.42%	Rate revenue remains a positive trend in the forward projection years of between 2.8% and 4.0%, whereas the 'adjusted underlying revenue' is influenced by a number of other income streams. The 'adjusted underlying revenue' is forecast to decrease and increase with a range of -11.6% (2022) to 3.4% (2023). The lower dependence on rates in 2021, is the result of \$5.1m in additional non-recurrent operating grants. A reduction of \$2.47m from aged care reforms (\$0.74m in user fees and \$1.73m recurrent grants) explain the increased dependence on rates from 2023.	

Dimension/ indicator/ measure	Results					Forecasts				Material variations
	2018	2019	2020	2021	2022	2023	2024	2025		
Rates effort <i>Rates compared to property values</i> [Rate revenue / Capital improved value of rateable properties in the municipality] x100	0.72%	0.69%	0.65%	0.64%	0.62%	0.64%	0.66%	0.68%	In 2021 property values increased by 5.0% and rate revenue increased by 3.4% compared to the previous year. CIV has increased at a faster rate than the increase from rate revenue between 2018 and 2022. This indicator remains within a +/- 10% window, with the rate in the dollar reducing as overall CIV increases. A conservative estimation on supplementary rates reverses this trend between 2023 and 2025. Increases in CIV's in the past three financial years is derived from both strong sales data and capital improvements across most rate classifications.	
Efficiency Expenditure level <i>Expenses per property assessment</i> [Total expenses / Number of property assessments]	\$3,765.72	\$3,727.22	\$4,051.22	\$4,276.56	\$4,240.99	\$4,146.86	\$4,064.92	\$4,151.02	The increase from 2020 is due to Council being the coordinating Council for a regional project. Grant income will be received by Council and redirected to six partner councils under the Commonwealth Regional Growth Fund as an operational expense until 2022.	

Financial Performance Indicators continued

PERFORMANCE STATEMENT

Dimension/ indicator/measure	Results						Forecasts				Material variations
	2018	2019	2020	2021	2022	2023	2024	2025			
Revenue level Average residential rate per residential property assessment [Residential rate revenue / Number of residential property assessments]	\$1,636.84	\$1,690.08	-	-	-	-	-	-	-	-	Indicator retired in 2020. The average rates and charges per assessment is forecast to increase on average by 2.8% between 2021 and 2025. This is influenced by development in the municipality (supplementary rates), increases of up to 12.5% for waste services (kerbside collection, recycling and landfill management), and the number of rateable assessments. The increase in the number of rateable assessments is forecast to increase by 2.2%, which places upward pressure on the average cost per assessment as the two average increases are not the same. The average increase in the cost per assessment in 2021 is 1.6%. New Indicator in 2020.
Revenue level Average rate per property assessment [Total rate revenue / Number of property assessments]	-	-	\$2,028.86	\$2,060.62	\$2,109.08	\$2,147.82	\$2,201.47	\$2,259.04			
Workforce turnover Resignations and terminations [Number of permanent staff resignations and terminations / Average number of permanent staff for the financial year] x 100	12.97%	12.11%	-	-	-	-	-	-	-	-	Indicator retired in 2020.

Financial Performance Indicator definitions

"adjusted underlying revenue" means total income other than—

- (a) non-recurrent grants used to fund capital expenditure; and
- (b) non-monetary asset contributions; and
- (c) contributions to fund capital expenditure from sources other than those referred to in paragraphs (a) and (b)

"adjusted underlying surplus (or deficit)" means adjusted underlying revenue less total expenditure

"asset renewal expenditure" means expenditure on an existing asset or on replacing an existing asset that returns the service capability of the asset to its original capability

"current assets" has the same meaning as in the AAS

"current liabilities" has the same meaning as in the AAS

"non-current assets" means all assets other than current assets

"non-current liabilities" means all liabilities other than current liabilities

"non-recurrent grant" means a grant obtained on the condition that it be expended in a specified manner and is not expected to be received again during the period covered by a council's Strategic Resource Plan

"own-source revenue" means adjusted underlying revenue other than revenue that is not under the control of council (including government grants)

"population" means the resident population estimated by Council

"rate revenue" means revenue from general rates, municipal charges, service rates and service charges

"recurrent grant" means a grant other than a non-recurrent grant

"residential rates" means revenue from general rates, municipal charges, service rates and service charges levied on residential properties

"restricted cash" means cash and cash equivalents, within the meaning of the AAS, that are not available for use other than for a purpose for which it is restricted, and includes cash to be used to fund capital works expenditure from the previous financial year

"unrestricted cash" means all cash and cash equivalents other than restricted cash.

Swan Hill Rural City Council

ANNUAL FINANCIAL REPORT
for the year ended 30 June 2021



Swan Hill Rural City Council

2020/2021 Financial Report

Annual Financial Report

for the year ended 30 June 2021

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Certification of the Financial Statements

In my opinion the accompanying financial statements have been prepared in accordance with the *Local Government Act 1989*, the *Local Government (Planning and Reporting) Regulations 2014*, the Australian Accounting Standards and other mandatory professional reporting requirements.

Joel Lieschke CPA
Principal Accounting Officer

Date:
Swan Hill Rural City Council

In our opinion the accompanying financial statements present fairly the financial transactions of Swan Hill Rural City Council for the year ended 30 June 2021 and the financial position of the Council as at that date.

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

We have been authorised by the Council and by the *Local Government (Planning and Reporting) Regulations 2014* to certify the financial statements in their final form.

Mr Bill Moar
Councillor (Mayor)

Date:
Swan Hill Rural City Council

Ms Jade Benham
Councillor

Date:
Swan Hill Rural City Council

Mr John McLinden
Chief Executive Officer

Date:
Swan Hill Rural City Council

Swan Hill Rural City Council

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Annual Financial Report
for the year ended 30 June 2021

Victorian Auditor-General's Office Report

Insert VAGO Report here

Swan Hill Rural City Council

2020/2021 Financial Report

Annual Financial Report
for the year ended 30 June 2021

Victorian Auditor-General's Office Report (continued)

Insert VAGO Report here

Swan Hill Rural City Council

2020/2021 Financial Report

Annual Financial Report

for the year ended 30 June 2021

Understanding Council's Financial Statements

Introduction

Each year, individual Local Governments across Victoria are required to present a set of audited financial statements to their council and community.

What you will find in the Report

The financial report set out the financial performance, financial position and cash flows of Council for the financial year ended 30 June 2021.

The format of the financial report is standard across all Victorian Councils and complies with both the accounting and reporting requirements of Australian Accounting Standards and requirements as set down by Local Government Victoria.

About the Certification of the Financial Statements

The financial statements must be certified by senior staff and Councillors as "presenting fairly" the Council's financial results for the year as well as Council's financial position, and are required to be adopted by Council - ensuring both responsibility for and ownership of the financial statements.

About the Primary Financial Statements

The financial statements incorporate 5 "primary" financial statements:

1. Comprehensive Income Statement

Summarises Council's financial performance for the year, listing all income & expenses.

Includes other comprehensive income which primarily records changes in the fair values of Council's property, infrastructure, plant and equipment.

2. Balance Sheet

A 30 June snapshot of Council's financial position indicating its assets, liabilities and "net wealth".

3. Statement of Changes in Equity

The overall change for the year (in dollars) of Council's "net wealth".

4. Statement of Cash Flows

Indicates where Council's cash came from and where it was spent.

5. Statement of Capital Works

This statement details all amounts expended by Council on capital works.

About the Notes to the Financial Report

The Notes to the financial statements provide greater detail and additional information on the 5 primary financial statements.

About the Auditor's Reports

Council's financial statements are required to be audited by the Victorian Auditor General's office.

The auditor provides an audit report which gives an opinion on whether the financial statements present fairly the Council's financial performance and position.

Who uses the Financial Report?

The financial report is a publicly available document and is used by (but not limited to) Councillors, residents and ratepayers, employees, suppliers, contractors, customers, Local Government Victoria, state and federal governments, and financiers including banks and other financial institutions.

The financial statements must be presented at a Council meeting no later than 1 month after submitting the annual report to the Minister.

Swan Hill Rural City Council

2020/2021 Financial Report

Comprehensive Income Statement

for the year ended 30 June 2021

	Notes	2021 \$ '000	2020 \$ '000
Income			
Rates and charges	3.1	29,200	28,245
Statutory fees and fines	3.2	1,106	984
User fees	3.3	4,002	3,643
Grants - operating	3.4	17,927	12,502
Grants - capital	3.4	13,588	7,048
Contributions - monetary	3.5	342	377
Contributions - non monetary	3.5	10	45
Net gain on disposal of property, infrastructure, plant and equipment	3.6	554	191
Other income	3.7	4,199	3,348
Total income		70,928	56,383
Expenses			
Employee costs	4.1	20,083	19,053
Materials and services	4.2	19,710	18,486
Depreciation	4.3	9,756	9,420
Amortisation - Right of use assets	4.4	406	367
Bad and doubtful debts	4.5	6	50
Borrowing costs	4.6	322	342
Finance Costs - Leases	4.7	27	32
Other expenses	4.8	1,539	1,035
Total expenses		51,849	48,785
Surplus/(deficit) for the year		19,079	7,598
Other comprehensive income:			
Items that will not be reclassified to surplus or deficit in future periods			
Net asset revaluation increment/(decrement)	6.1	1,925	31,326
Total items which will not be reclassified subsequently to the operating result		1,925	31,326
Total other comprehensive income for the year		1,925	31,326
Total comprehensive result		21,004	38,924

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

Swan Hill Rural City Council

2020/2021 Financial Report

Balance Sheet

as at 30 June 2021

	Notes	2021 \$ '000	2020 \$ '000
Assets			
Current assets			
Cash and cash equivalents	5.1	18,698	11,381
Trade and other receivables	5.1	3,352	3,609
Other financial assets	5.1	32,954	26,329
Inventories	5.2	93	171
Other assets	5.2	165	254
Total current assets		55,262	41,744
Non-current assets			
Trade and other receivables	5.1	13	27
Property, infrastructure, plant and equipment	6.1	496,804	490,752
Intangible assets	5.2	3,072	3,072
Right-of-use assets	5.8	444	851
Other assets	5.2	50	50
Total non-current assets		500,383	494,752
Total assets		555,645	536,496
Liabilities			
Current liabilities			
Trade and other payables	5.3	3,265	2,501
Trust funds and deposits	5.3	284	292
Unearned income	5.3	10	2,222
Provisions	5.5	5,233	5,193
Interest-bearing liabilities	5.4	5,168	557
Lease liabilities	5.8(b)	269	427
Total current liabilities		14,229	11,192
Non-current liabilities			
Provisions	5.5	1,674	1,621
Interest-bearing liabilities	5.4	2,618	7,294
Lease liabilities	5.8(b)	216	485
Total non-current liabilities		4,508	9,400
Total liabilities		18,737	20,592
Net assets		536,908	515,904
Equity			
Accumulated surplus		324,990	305,911
Reserves	9.1	211,918	209,993
Total Equity		536,908	515,904

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

Swan Hill Rural City Council

2020/2021 Financial Report

Statement of Changes in Equity
for the year ended 30 June 2021

	Notes	Total \$ '000	Accumulated Surplus \$ '000	Revaluation Reserves \$ '000
2021				
Balance at beginning of the financial year		515,904	305,911	209,993
Surplus/(deficit) for the year		19,079	19,079	–
Other comprehensive income				
Net asset revaluation increment/(decrement)	6.1	1,925	–	1,925
Other comprehensive income		1,925	–	1,925
Total comprehensive income		21,004	19,079	1,925
Balance at end of the financial year		536,908	324,990	211,918
2020				
Balance at beginning of the financial year		476,980	298,313	178,667
Surplus/(deficit) for the year		7,598	7,598	–
Other comprehensive income				
Net asset revaluation increment/(decrement)	6.1	31,326	–	31,326
Other comprehensive income		31,326	–	31,326
Total comprehensive income		38,924	7,598	31,326
Balance at end of the financial year		515,904	305,911	209,993

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

Swan Hill Rural City Council

2020/2021 Financial Report

Statement of Cash Flows

for the year ended 30 June 2021

		2021	2020
		Inflows/ (Outflows)	Inflows/ (Outflows)
	Notes	\$ '000	\$ '000
Cash flows from operating activities			
Rates and charges		29,152	27,777
Statutory fees and fines		1,106	984
User fees		4,000	3,112
Grants - operating		17,417	14,724
Grants - capital		11,888	7,048
Contributions - monetary		342	377
Interest received		433	732
Trust funds and deposits taken		(8)	-
Other receipts		5,163	2,615
Net GST refund/(payment)		2,320	2,061
Employee costs		(20,155)	(19,160)
Materials and services		(19,345)	(20,371)
Other payments		(3,522)	(427)
Net cash provided by/(used in) operating activities	9.2	28,791	19,472
Cash flows from investing activities			
Payments for property, infrastructure, plant and equipment	6.1	(14,586)	(10,903)
Proceeds from sale of property, infrastructure, plant and equipment		577	329
Payments for investments		(6,625)	(4,739)
Net cash provided by/(used in) investing activities		(20,634)	(15,313)
Cash flows from financing activities			
Finance costs		(322)	(348)
Proceeds from borrowings		500	500
Repayment of borrowings		(565)	(490)
Interest paid - lease liability		(27)	(26)
Repayment of lease liabilities		(426)	(404)
Net cash flow provided by/(used in) financing activities		(840)	(768)
Net Increase (decrease) in cash and cash equivalents		7,317	3,391
Cash and cash equivalents at the beginning of the financial year		11,381	7,990
Cash and cash equivalents at the end of the financial year		18,698	11,381
Financing arrangements	5.6	7,986	8,051
Restrictions on cash assets	5.1	284	292

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

Swan Hill Rural City Council

2020/2021 Financial Report

Statement of Capital Works

for the year ended 30 June 2021

	2021 \$ '000	2020 \$ '000
Property		
Land	461	8
Total land	<u>461</u>	<u>8</u>
Buildings	1,775	1,116
Total buildings	<u>1,775</u>	<u>1,116</u>
Total property	<u>2,236</u>	<u>1,124</u>
Plant and equipment		
Plant, machinery and equipment	958	1,111
Fixtures, fittings and furniture	168	72
Computers and telecommunications	124	135
Library books	103	141
Artworks	7	5
Total plant and equipment	<u>1,360</u>	<u>1,464</u>
Infrastructure		
Sealed Roads	4,978	5,148
Unsealed Roads	1,554	1,055
Footpaths and cycleways	160	369
Drainage	876	156
Recreational, leisure and community facilities	1,648	183
Parks, open space and streetscapes	505	1,161
Other infrastructure	1,199	243
Total infrastructure	<u>10,920</u>	<u>8,315</u>
Total capital works expenditure	<u>14,516</u>	<u>10,903</u>
Represented by:		
New asset expenditure	4,610	2,116
Asset renewal expenditure	8,949	7,448
Asset upgrade expenditure	957	1,339
Total capital works expenditure	<u>14,516</u>	<u>10,903</u>

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

Swan Hill Rural City Council

2020/2021 Financial Report

Annual Financial Report

for the year ended 30 June 2021

Overview

Introduction

The Swan Hill Rural City Council was established by an Order of the Governor in Council on 20 January 1995 and is a body corporate.

The Council's main office is located at 45 Splatt St Swan Hill.

Statement of compliance

These financial statements are a general purpose financial report that consists of a Comprehensive Income Statement, Balance Sheet, Statement of Changes in Equity, Statement of Cash Flows, Statement of Capital Works and Notes accompanying these financial statements. The general purpose financial report complies with Australian Accounting Standards (AAS), other authoritative pronouncements of the Australian Accounting Standards Board, the *Local Government Act 1989*, and the *Local Government (Planning and Reporting) Regulations 2014*.

Significant accounting policies

(a) Basis of accounting

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

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

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

- the fair value of land, buildings, infrastructure, plant and equipment (refer to Note 6.1.)
- the determination of depreciation for buildings, infrastructure, plant and equipment (refer to Note 6.1.).
- the determination of employee provisions (refer to Note 5.5.).
- the determination of landfill provisions (refer to Note 5.5.)
- the determination of whether performance obligations are sufficiently specific so as to determine whether an arrangement is within the scope of *AASB 15 Revenue from Contracts with Customers* or *AASB 1058 Income of Not-for-Profit Entities* (refer to Note 3)
- the determination, in accordance with *AASB 16 Leases*, of the lease term, the estimation of the discount rate when not implicit in the lease and whether an arrangement is in substance short-term or low value (refer to Note 5.8)
- whether or not *AASB 1059 Service Concession Arrangements: Grantors* is applicable (refer to Note 8.2)
- other areas requiring judgements

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

(b) Impact of Covid-19

The Coronavirus (Covid-19) was declared a world-wide pandemic by the World Health Organisation in March 2020. Covid-19 and the highly infectious delta variant has continued to plague the Australian and local economy.

At the date of preparation of these financial statements, the impact of the coronavirus pandemic is ongoing, with lockdown restrictions often reoccurring. The speed and recovery of economic activity is largely dependent on measures introduced by both State and Federal Governments, such as restrictions on movement, the roll out of vaccines, and stimulus support packages.

The Covid-19 pandemic continues to present new challenges and the Government's economic support continues to evolve. Australia's economy despite earlier grim predictions has to the contrary rapidly rebounded, to grow larger than it was before the pandemic.

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Swan Hill Rural City Council

2020/2021 Financial Report

Annual Financial Report

for the year ended 30 June 2021

Overview (continued)

Covid-19, as well as measures including government directives to slow the spread of the virus in Australia, have impacted Council operations in the following areas:

- the leisure centre facilities, library, art gallery, town hall and public halls, community centres, municipal offices and the Pioneer Settlement (museum) were closed to the public during stage 4 & 5 restrictions. These closures resulted in a redeployment of Council staff from closed facilities to other Council roles and lead to a number of unavoidable and unfortunate stand-downs. User charge based items such as parking meters and associated fines have also reduced due to the stay at home measures. Closure of some of Council's facilities and reduction in user fees and charges has resulted in a continued decrease in Council's revenue and decrease in employment and other costs.
- Many major operational projects and budgeted capital expenditure projects have been delayed due to difficulties in recruiting staff and engaging contractors.
- Unprecedented building activity resulted in additional revenue from building and planning fees.
- The Pioneer Settlement was closed for 115 days during 2020/21 due to the pandemic. These closures significantly impacted the revenue of the tourist attraction. For the periods the Pioneer Settlement was able to operate there was very good attendance at the attraction, so once restrictions begin to lift we hope to see good patronage and an increase in revenue.
- Council received government stimulus funding under a number of initiatives during the year. The State government funded Working For Victoria Jobs program, provided employment opportunities for 54 people for up to six months (\$1.8m), and Council received approval to engage 20% from our stood-down workforce (10.8 EFT).

The above impacts on the financial statements for the year ended 30 June 2021, have led to a reduction in income and expenditure in many areas, but has not resulted in a negative impact to Council's 30 June 2021 financial result.

Given the dynamic and evolving nature of Covid-19, recent experience of the economic and financial impacts of the pandemic have not adversely affected our financial position. Changes to the estimates and judgements that have been applied in the measurement of assets and liabilities may arise in the future. Other than adjusting events that provide evidence of conditions that exists at the end of the reporting period, the impact of events that arise after the reporting period will be accounted for in future periods.

Swan Hill Rural City Council

2020/2021 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2021

Note 1. Performance against budget

The performance against budget notes compare Council's financial plan, expressed through its annual budget, with actual performance. The *Local Government (Planning and Reporting) Regulations 2014* requires explanation of any material variances. Council has adopted a materiality threshold of the lower of 10 percent or \$1,000,000 where further explanation is warranted. Explanations have not been provided for variations below the materiality threshold unless the variance is considered to be material because of its nature.

These notes are prepared to meet the requirements of the *Local Government Act 1989* and the *Local Government (Planning and Reporting) Regulations 2014*.

	Budget 2021 \$ '000	Actual 2021 \$ '000	Variance 2021 \$ '000	Variance 2021 %	Ref
1.1 Income and expenditure					
Income					
Rates and charges	29,230	29,200	(30)	0%	
Statutory fees and fines	981	1,106	125	13%	1
User fees	4,636	4,002	(634)	(14)%	2
Grants - operating	13,052	17,927	4,875	37%	3
Grants - capital	7,808	13,588	5,780	74%	4
Contributions - monetary	212	342	130	61%	5
Contributions - non monetary	–	10	10	∞	6
Net gain on disposal of property, infrastructure, plant and equipment	189	554	365	193%	7
Other income	2,983	4,199	1,216	41%	8
Total income	59,091	70,928	11,837	20%	
Expenses					
Employee costs	20,764	20,083	681	3%	
Materials and services	18,342	19,710	(1,368)	(7)%	9
Depreciation	10,607	9,756	851	8%	
Amortisation - right of use assets	–	406	(406)	∞	10
Bad and doubtful debts	2	6	(4)	(200)%	11
Borrowing costs	339	322	17	5%	
Finance costs - leases	–	27	(27)	∞	
Other expenses	1,134	1,539	(405)	(36)%	12
Total expenses	51,188	51,849	(661)	(1)%	
Surplus/(deficit) for the year	7,903	19,079	11,176	141%	

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Swan Hill Rural City Council

2020/2021 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2021

Note 1. Performance against budget (continued)

(i) Explanation of material variations

Variance Ref	Explanation
1.	Fees from building permits exceeded forecast by \$124,000. This building activity is linked to first homeowner grants and other economic stimulus offered by the federal government and directly connected to the pandemic.
2.	The majority of this variance comes from the closure of operations due to the Covid-19 pandemic. Reductions in parking fee income (\$121,000), Pioneer Settlement admissions and other sales (\$334,000), and hire and leasing fees (\$206,000).
3.	Additional funds were received for the Our Region Our Rivers project. These funds were received by Council and passed on to the partner Councils as their projects were completed (\$1,524,000). Council received additional grants within the Economic Development Unit for the Seasonal Worker Accommodation Action Team (\$250,000), Loddon Mallee Housing Project (\$230,000) and Outdoor Dining and Entertainment Package (\$250,000). Council also received \$1,610,000 from the Working For Victoria Jobs program that had not been forecast.
4.	Council received significant grants that had not been forecast. Local Roads and Community Infrastructure Project funding (\$2,040,000), Robinvale Leisure Centre Expansion (\$2,360,000), Ronald Street Housing Development (\$450,000) and Pioneer Settlement Activating Lighting and Digital Content (\$315,000).
5.	Contributions of \$90,000 were received for the L2P Learner Driver program which had not been forecast.
6.	Council received Artworks donated to the Gallery Collection. Donation of assets isn't budgeted for.
7.	The written down value of plant and equipment was significantly lower than forecast. The majority of plant and equipment renewed during 2020/21 had been fully depreciated.
8.	Tower Hill land sales were \$1,415,000 above forecast. Stage 12 was released and sold in full during the year.
9.	The majority of this variance (\$1,192,000) relates to works budgeted as capital expenditure, but deemed not to meet capitalisation thresholds and requirements and was therefore expensed.
10.	The amortisation of right-of-use assets had been included in the depreciation line item when the budget was prepared.
11.	Bad debts were \$4,000 greater than forecast.
12.	This variance relates to the write-off of assets. Land the Swan Hill S.E.S. occupy was handed over to the organisation, and netball courts at Nyah and Robinvale were demolished and reconstructed due to Council receiving grant funding to upgrade the facilities.

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Swan Hill Rural City Council

2020/2021 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2021

Note 1. Performance against budget (continued)

	Budget 2021 \$ '000	Actual 2021 \$ '000	Variance 2021 \$ '000	Variance 2021 %	Ref
1.2 Capital works					
Property					
Land	1,650	461	(1,189)	(72)%	1
Total land	1,650	461	(1,189)	(72)%	
Buildings	7,440	1,775	(5,665)	(76)%	2
Total buildings	7,440	1,775	(5,665)	(76)%	
Total property	9,090	2,236	(6,854)	(75)%	
Plant and equipment & Culture and heritage					
Plant, machinery and equipment	1,243	958	(285)	(23)%	3
Fixtures, fittings and furniture	275	168	(107)	(39)%	4
Computers and telecommunications	220	124	(96)	(44)%	5
Library books	150	103	(47)	(31)%	6
Artworks	–	7	7	∞	7
Total plant and equipment & Culture and heritage	1,888	1,360	(528)	(28)%	
Infrastructure					
Sealed Roads	4,676	4,978	302	6%	
Unsealed Roads	1,236	1,554	318	26%	8
Footpaths and cycleways	82	160	78	95%	9
Drainage	1,364	876	(488)	(36)%	10
Recreational, leisure and community facilities	1,275	1,648	373	29%	11
Waste management	252	–	(252)	100%	12
Parks, open space and streetscapes	760	505	(255)	(34)%	13
Other infrastructure	2,980	1,199	(1,781)	(60)%	14
Total infrastructure	12,625	10,920	(1,705)	(14)%	
Total capital works expenditure	23,603	14,516	(9,087)	(38)%	
Represented by:					
New asset expenditure	12,252	4,610	(7,642)	(62)%	
Asset renewal expenditure	11,295	8,949	(2,346)	(21)%	
Asset upgrade expenditure	56	957	901	1,609%	
Total capital works expenditure	23,603	14,516	(9,087)	(38)%	

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Swan Hill Rural City Council

2020/2021 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2021

Note 1. Performance against budget (continued)

(i) Explanation of material variations

Variance Ref	Explanation
1.	The budget provided \$1,350,000 for development works at the Swan Hill Tower Hill Residential Estate. \$274,000 of these works were undertaken to complete stage 12 with the balance carried forward to 2021/22 due to contractor availability in commencing stage 13-15.
2.	The budget allowed \$4,250,000 for the Our Place building, with only design and consultation works being undertaken to date. The budget also included \$1,400,000 for Regional Housing, of which \$346,000 has been spent to date.
3.	Purchase of a Water Tanker and Drainage crew light truck, remained outstanding at 30 June. These are expected to be received in 2021/22.
4.	Forecast air conditioner renewal at the Swan Hill Town Hall is yet to be completed.
5.	Implementation recommendations from the IT Strategy were \$90,000 below forecast. These funds will be carried forward and completed in 2021/22.
6.	Purchases made to provide non-book material for the new Library in Robinvale were made from the library collection capital purchases budget. These were expensed to 'materials and services', as they could not be capitalised in accordance with our asset recognition thresholds and useful life criteria. (See also variance note 9 in 1.1 Income and expenditure).
7.	Council was able to purchase a number of works funded by donations to the Art Gallery acquisitions fund.
8.	Additional unsealed road resheeting was undertaken on Cockfield Rd and Woorinen-Goshen Rd.
9.	Footpath works at the Lake Boga Yacht club (\$99,000) was completed. These works were carried forward from 2019/20.
10.	Construction works on the Robinvale Town Levee are ongoing, with works expected to be completed in 2021/22.
11.	Reconstruction of the Nyah Netball Courts was completed at a cost of \$606,000. This project was carried forward from 2019/20.
12.	Capital works at the Swan Hill Landfill have been delayed pending discussions with the new landfill contractor.
13.	This variance relates to the Swan Hill Riverfront Masterplan 'Connecting the CBD to the Riverfront' project. This project is dependent on grant funding and various approvals and permits. Project expenditure on this project will continue in 2021/22.
14.	This budget allowed \$2,330,000 for lighting and runway improvements at the Swan Hill Aerodrome. Additional grant funds became available to expand these works. The works on this project and refurbishment of the terminal building will be completed in 2021/22.

Swan Hill Rural City Council

2020/2021 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2021

Note 2. Analysis of Council results by program

2.1 Analysis of Council results by program

Council delivers its functions and activities through the following programs.

Economic growth

Economic growth will encourage new business development, provide support for business expansion and will continuously seek to help our existing businesses to prosper. This function provides, building and planning statutory services, management of caravan parks, economic development programs, regulatory services and parking control, management of the Pioneer Settlement and regional visitor information centre.

Community enrichment

Community enrichment function will provide a range of services to individuals and to the broader community that assist all in our community to live healthy, fulfilling lives. We will embrace our role as a regional centre by providing a range of cultural opportunities. The community enrichment function includes aged care services, maternal and child health, after school and vacation programs, libraries, art gallery and performing arts.

Infrastructure

Infrastructure will provide and maintain publicly accessible infrastructure that is appropriate for the community's needs in the most effective and efficient manner possible. The infrastructure function is responsible for constructing new infrastructure and maintaining existing infrastructure across the municipality.

Governance and leadership

Governance and leadership provides efficient, effective and proactive support services across Council to enable the delivery of policy commitments, Council vision and mission. The function will plan for our municipality's long term growth and development by committing to a robust program of strategic planning while representing our community's interests and conducting our affairs openly and with integrity, reflecting the high levels of governance our community expects.

2.2 Summary of revenues, expenses, assets and capital expenses by program

Functions/activities	Income \$ '000	Expenses \$ '000	Surplus / (Deficit) \$ '000	Grants included in income \$ '000	Total assets \$ '000
2021					
Economic Growth	15,907	16,848	(941)	12,646	9,314
Community enrichment	4,409	6,933	(2,524)	3,715	2,746
Infrastructure	13,697	20,403	(6,706)	9,639	486,774
Governance and leadership	36,915	7,665	29,250	5,515	56,811
Total functions and activities	70,928	51,849	19,079	31,515	555,645
2020					
Economic Growth	8,446	11,469	(3,023)	3,192	7,876
Community enrichment	6,455	10,030	(3,575)	3,872	2,841
Infrastructure	12,976	20,880	(7,904)	7,730	482,392
Governance and leadership	28,506	6,406	22,100	4,757	43,386
Total functions and activities	56,383	48,785	7,598	19,550	536,496

Swan Hill Rural City Council

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for the year ended 30 June 2021

Note 3. Funding for the delivery of our services

	2021	2020
	\$ '000	\$ '000

3.1 Rates and charges

Council uses Capital Improved Value as the basis of valuation of all properties within the municipal district. The Capital Improved Value of a property is the value of its land, buildings and improvements.

The valuation base used to calculate general rates for 2020/21 was \$4,437 million (2019/20 \$4,238 million).

Residential	10,724	10,385
Commercial	1,555	1,728
Industrial	913	902
Farm/rural	11,853	11,442
Supplementary rates and rate adjustments	71	98
Garbage charge	3,545	3,151
Special Marketing Rates	366	359
Rate agreements - Electricity Industry Act	291	288
Abandonments	(15)	(15)
Other	(103)	(93)
Total rates and charges	29,200	28,245

The date of the latest general revaluation of land for rating purposes within the municipal district was 1 January 2021, and the valuation will be first applied in the rating year commencing 1 July 2021.

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

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for the year ended 30 June 2021

Note 3. Funding for the delivery of our services (continued)

	2021 \$ '000	2020 \$ '000
3.2 Statutory fees and fines		
Infringements and costs	39	47
Building and planning fees	750	572
Animal registration and release fees	163	154
Health registration fees	91	125
Other fees and fines	63	86
Total statutory fees and fines	1,106	984

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

3.3 User fees

Aged and health services	695	666
Administration fees	151	133
Child care/children's programs	105	103
Parking	144	202
Sales - Admissions	896	769
Sales - merchandising, catering, other sales	379	372
Hire & Leasing fees	531	517
Livestock Exchange	552	636
Other fees and charges	549	245
Total user fees	4,002	3,643
User fees by timing of revenue recognition		
User fees recognised over time	531	517
User fees recognised at a point in time	3,471	3,126
Total user fees	4,002	3,643

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

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for the year ended 30 June 2021

Note 3. Funding for the delivery of our services (continued)

	2021 \$ '000	2020 \$ '000
3.4 Funding from other levels of government		
Grants were received in respect of the following:		
Summary of grants		
Commonwealth funded grants	18,319	13,564
State funded grants	13,196	5,986
Total grants received	31,515	19,550
(a) Operating Grants		
Recurrent - Commonwealth Government		
Financial Assistance Grants - general purpose	5,001	4,757
Financial Assistance Grants - local roads	2,350	2,239
Out of school hours care	242	202
Home and community care	1,507	1,493
Recurrent - State Government		
Public health	22	18
Art Gallery and performing arts	150	150
School crossing supervisors	48	43
Libraries	207	202
Maternal and child health	236	381
Other	131	125
Total recurrent operating grants	9,894	9,610
Non-recurrent - Commonwealth Government		
Our Region Our Rivers	3,492	1,999
Home & community care	239	31
Non-recurrent - State Government		
Community projects	285	75
Environmental protection	245	75
Waste management	-	16
Indigenous affairs	-	23
Cultural heritage	128	-
Libraries	16	12
Economic development	807	22
Home & community care	134	105
Family and children	848	286
Working for Victoria Jobs program	1,611	240
Employment subsidies	75	-
Information technology	100	-
Other	53	8
Total non-recurrent operating grants	8,033	2,892
Total operating grants	17,927	12,502

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Notes to the Financial Statements

for the year ended 30 June 2021

Note 3. Funding for the delivery of our services (continued)

	2021 \$ '000	2020 \$ '000
(b) Capital Grants		
Recurrent - Commonwealth Government		
Roads to recovery	2,151	2,151
Total recurrent capital grants	2,151	2,151
Non-recurrent - Commonwealth Government		
Our Region Our Rivers	808	692
Local roads and community infrastructure program	2,040	-
Aerodrome	489	-
Non-recurrent - State Government		
Buildings	3,254	230
Plant, machinery and equipment	267	-
Roads	1,248	2,446
Drainage	123	10
Footpaths	150	-
Parks playgrounds and street beautification	2,076	923
Art and heritage	7	7
Waste management	-	126
Livestock exchange	25	463
Recreation, leisure and community facilities	555	-
Other	395	-
Total non-recurrent capital grants	11,437	4,897
Total capital grants	13,588	7,048
(c) Unspent grants received on condition that they be spent in a specific manner:		
Operating		
Balance at start of year	3,845	4,308
Received during the financial year and remained unspent at balance date	4,084	3,732
Received in prior years and spent during the financial year	(3,207)	(4,195)
Balance at year end	4,722	3,845
Capital		
Balance at start of year	2,739	1,645
Received during the financial year and remained unspent at balance date	6,282	2,520
Received in prior years and spent during the financial year	(1,176)	(1,426)
Balance at year end	7,845	2,739

Grant income is recognised at the point in time when the Council satisfies its performance obligations as specified in the underlying agreement.

(*) 50% of the 2021/22 allocation was received prior to June 30 (2020, 50% received prior to June 30)

Swan Hill Rural City Council

2020/2021 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2021

Note 3. Funding for the delivery of our services (continued)

	2021 \$ '000	2020 \$ '000
3.5 Contributions		
Monetary contributions		
Monetary	342	377
Total monetary contributions	342	377
Non-monetary contributions		
Non-monetary	10	45
Total non-monetary contributions	10	45
Total contributions	352	422

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

Library Books	1	7
Artworks	9	38
Total non-monetary contributions	10	45

Monetary and non monetary contributions are recognised as revenue when Council obtains control over the contributed asset.

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

Property, infrastructure, plant and equipment		
Proceeds of sale	577	330
Written down value of assets disposed	(23)	(139)
Total net gain/(loss) on disposal of property, infrastructure, plant and equipment	554	191
Total net gain/(loss) on disposal of property, infrastructure, plant and equipment	554	191

The profit or loss on sale of an asset is determined when control of the asset has passed to the buyer.

3.7 Other income

Interest	433	732
Reimbursements	552	550
Tower Hill land sales	2,955	1,505
Less - Tower Hill costs of goods sold	(56)	(29)
Revenue from volunteer services	242	375
Other	73	215
Total other income	4,199	3,348

Interest is recognised as it is earned.

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

Swan Hill Rural City Council

2020/2021 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2021

Note 4. The cost of delivering services

	2021 \$ '000	2020 \$ '000
4.1 Employee costs		
(a) Employee costs		
Wages and salaries	15,150	15,233
WorkCover	485	428
Superannuation	1,752	1,719
Fringe benefits tax	29	57
Agency staff	1,898	864
Long service leave	511	477
Staff training	153	151
Other	105	124
Total employee costs	20,083	19,053
(b) Superannuation		
Council made contributions to the following funds:		
Defined benefit fund		
Employer contributions to Local Authorities Superannuation Fund (Vision Super)	138	174
	138	174
Accumulation funds		
Employer contributions to Local Authorities Superannuation Fund (Vision Super)	1,589	1,501
	1,589	1,501
Total superannuation costs	1,727	1,675
Refer to Note 9.3. for further information relating to Council's superannuation obligations.		
4.2 Materials and services		
Contract payments	6,561	7,133
Building maintenance	745	799
General maintenance	2,306	2,201
Utilities	1,243	1,357
Office administration	542	597
Information technology	721	503
Insurance	934	746
Consultants	612	561
Community grants sponsorship and contributions	4,631	3,128
Volunteer services - cost of service	242	375
Other	1,173	1,086
Total materials and services	19,710	18,486

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Notes to the Financial Statements

for the year ended 30 June 2021

Note 4. The cost of delivering services (continued)

	2021 \$ '000	2020 \$ '000
4.3 Depreciation		
Property		
Buildings - specialised	1,220	707
Buildings - non specialised	78	78
Total depreciation - property	1,298	785
Plant and equipment		
Plant machinery and equipment	838	873
Fixtures fittings and furniture	322	350
Computers and telecomms	121	101
Artworks	18	17
Library Collection	131	122
Pioneer Settlement vehicles & vessels	49	48
Pioneer Settlement site exhibits	21	21
Pioneer Settlement buildings	11	27
Total depreciation - plant and equipment	1,511	1,559
Infrastructure		
Footpaths and cycleways	388	370
Drainage	594	826
Recreational, leisure and community	289	319
Waste management	231	231
Parks open spaces and streetscapes	328	401
Sealed roads	3,546	3,338
Unsealed roads	1,358	1,328
Other infrastructure	213	263
Total depreciation - infrastructure	6,947	7,076
Total depreciation	9,756	9,420

Refer to note 5.2(c), 5.8 and 6.2 for a more detailed breakdown of depreciation and amortisation charges and accounting policy.

4.4 Amortisation - Right of use assets

Property	406	367
Total Amortisation - Right of use assets	406	367

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Notes to the Financial Statements

for the year ended 30 June 2021

Note 4. The cost of delivering services (continued)

	2021 \$ '000	2020 \$ '000
4.5 Bad and doubtful debts		
Parking fine debtors	(9)	33
Rates debtors	15	17
Total bad and doubtful debts	6	50
Movement in provisions for doubtful debts		
Balance at the beginning of the year	276	241
New provisions recognised during the year	2	74
Amounts already provided for and written off as uncollectible	(7)	(14)
Amounts provided for but recovered during the year	7	(25)
Balance at end of year	278	276

Provision for doubtful debt is recognised based on an expected credit loss model.

This model considers both historic and forward looking information in determining the level of impairment.

Historical rate has been used in the calculations for the rates and other debtor categories.

A forward looking adjustment rate has been used for parking and infringement debtors. This rate factors the likely collection of continually ageing debtors.

4.6 Borrowing costs

Interest - Borrowings	322	342
Total borrowing costs	322	342

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

4.7 Finance Costs - Leases

Interest - Lease Liabilities	27	32
Total finance costs	27	32

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Notes to the Financial Statements

for the year ended 30 June 2021

Note 4. The cost of delivering services (continued)

	2021 \$ '000	2020 \$ '000
4.8 Other expenses		
Auditors' remuneration - VAGO - audit of the financial statements, performance statement and grant acquittals	55	56
Auditors' remuneration - Internal	30	25
Councillors' allowances	239	249
Assets written-off / impaired	690	304
Operating lease rentals	23	23
Vehicle registrations	90	85
Bank Charges	55	53
Legal Costs	214	121
Fire Services Levy	61	64
Other	82	55
Total other expenses	1,539	1,035

Swan Hill Rural City Council

2020/2021 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2021

Note 5. Our financial position

	Notes	2021 \$ '000	2020 \$ '000
5.1 Financial assets			
(a) Cash and cash equivalents			
Current			
Cash on hand		12	12
Cash at bank		12,583	5,305
Term deposits		6,103	6,064
Total current cash and cash equivalents		18,698	11,381
(b) Other financial assets			
Current			
Term deposits		32,954	26,329
Total current other financial assets		32,954	26,329
Total current financial assets		51,652	37,710
External restrictions			
Councils cash and cash equivalents are subject to external restrictions that limit amounts available for discretionary use. These include:			
Trust funds and deposits	5.3	284	292
Total restricted funds		284	292
Total unrestricted cash and cash equivalents		18,414	11,089
Intended allocations			
Although not externally restricted the following amounts have been allocated for specific future purposes by Council:			
Unspent conditional grants received		13,493	7,510
Cash held to fund carried forward capital works		11,559	4,773
Total funds subject to intended allocations		25,052	12,283

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

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

Swan Hill Rural City Council

2020/2021 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2021

Note 5. Our financial position (continued)

	2021 \$ '000	2020 \$ '000
(c) Trade & Other Receivables		
Current		
<i>Statutory receivables</i>		
Rates debtors	1,750	1,702
Infringement debtors	292	252
Private scheme debtors	4	3
Net GST receivables	423	300
<i>Non-statutory receivables</i>		
Loans and advances to community organisations	37	22
Other debtors	1,124	1,606
<i>Provisions for doubtful debts</i>		
Provision for doubtful debts - rates debtors	(60)	(43)
Provision for doubtful debts - infringements	(214)	(228)
Provision for doubtful debts - other debtors	(4)	(5)
Total current trade and other receivables	3,352	3,609
Non-Current		
<i>Non-statutory receivables</i>		
Loans and advances to community organisations	13	26
Private scheme debtors	-	1
Total non-current trade and other receivables	13	27
Total trade and other receivables	3,365	3,636

Short term receivables are carried at invoice amount. A provision for doubtful debts is recognised when there is objective evidence that an impairment has occurred. Long term receivables are carried at amortised cost using the effective interest rate method.

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Swan Hill Rural City Council

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Notes to the Financial Statements

for the year ended 30 June 2021

Note 5. Our financial position (continued)

	2021 \$ '000	2020 \$ '000
(d) Ageing of receivables		
The ageing of the Council's trade & other receivables (excluding statutory receivables) that are not impaired was:		
Current (not yet due)	941	1,332
Past due between 31 and 180 days	69	194
Past due between 181 and 365 days	22	6
Past due by more than 1 year	158	96
Total trade and other receivables	1,190	1,628

(e) Ageing of individually impaired receivables

At balance date, other debtors representing financial assets with a nominal value of \$3,846 (2020: \$5,289) were impaired. The amount of the provision raised against these debtors was \$3,846 (2020: \$5,289). They individually have been impaired as a result of their doubtful collection. Many of the long outstanding past due amounts have been lodged with Council's debt collectors or are on payment arrangements.

The ageing of receivables that have been individually determined as impaired at reporting date was:

Past due by more than 1 year	4	5
Total trade and other receivables	4	5

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2020/2021 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2021

Note 5. Our financial position (continued)

	2021 \$ '000	2020 \$ '000
5.2 Non-financial assets		
(a) Inventories		
Current		
Inventories held for distribution	15	30
Inventories held for sale	34	41
Tower Hill Estate	44	100
Total current inventories	93	171

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

(b) Other assets

Current		
Prepayments	74	99
Accrued income	91	155
Total current other assets	165	254
Non-current		
Other	50	50
Total non-current other assets	50	50

(c) Intangible assets

Water rights	3,072	3,072
Total intangible assets	3,072	3,072

	Water Rights \$ '000
Gross Carrying Amount	
Balance at 1 July 2020	3,072
Balance at 1 July 2021	3,072
Net book value at 30 June 2020	3,072
Net book value at 30 June 2021	3,072

Water rights are valued at current market rates. The valuation is based on market transactions being the trading of water shares within the relevant water trading region. Prices are sourced from the Victorian Water Register for water traded within trading zone 7 VIC Murray - Barmah to SA.

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Swan Hill Rural City Council

2020/2021 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2021

Note 5. Our financial position (continued)

	2021 \$ '000	2020 \$ '000
5.3 Payables		
(a) Trade and other payables		
Current		
Trade payables	693	431
Salaries and wages	840	779
Accrued expenses	1,732	1,291
Total current trade and other payables	3,265	2,501
(b) Trust funds and deposits		
Current		
Refundable deposits	108	89
Fire services property levy	14	5
Retention amounts	162	198
Total current trust funds and deposits	284	292
(c) Unearned income		
Current		
Grants received in advance:		
Grants received in advance - operating	-	510
Grants received in advance - capital	-	1,700
Total grants received in advance	-	2,210
User fees received in advance:		
Other	10	12
Total user fees received in advance	10	12
Total unearned income	10	2,222

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

Purpose and nature of items

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

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

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

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Swan Hill Rural City Council

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Notes to the Financial Statements

for the year ended 30 June 2021

Note 5. Our financial position (continued)

	2021 \$ '000	2020 \$ '000
5.4 Interest-bearing liabilities		
Current		
Borrowings - secured	5,168	557
	<u>5,168</u>	<u>557</u>
Non-current		
Borrowings - secured	2,618	7,294
	<u>2,618</u>	<u>7,294</u>
Total	<u>7,786</u>	<u>7,851</u>

Borrowings are secured by Swan Hill Rural City Council General Rates.

a) The maturity profile for Council's borrowings is:

Not later than one year	5,168	557
Later than one year and not later than five years	2,063	6,049
Later than five years	555	1,245
	<u>7,786</u>	<u>7,851</u>

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

The classification depends on the nature and purpose of the interest bearing liabilities. The Council determines the classification of its interest bearing liabilities at initial recognition.

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Swan Hill Rural City Council

2020/2021 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2021

Note 5. Our financial position (continued)

	Employee provisions \$ '000	Landfill restoration \$ '000	Other \$ '000	Total \$ '000
5.5 Provisions				
2021				
Balance at the beginning of the financial year	5,362	1,452	–	6,814
Additional provisions	1,058	44	–	1,102
Amounts used	(1,091)	–	–	(1,091)
Change in the discounted amount arising because of time and the effect of any change in the discount rate	20	62	–	82
Balance at the end of the financial year	5,349	1,558	–	6,907
2020				
Balance at the beginning of the financial year	5,170	1,213	118	6,501
Additional provisions	1,651	273	–	1,924
Amounts used	(1,397)	–	(118)	(1,515)
Change in the discounted amount arising because of time and the effect of any change in the discount rate	(62)	(34)	–	(96)
Balance at the end of the financial year	5,362	1,452	–	6,814

	2021 \$ '000	2020 \$ '000

(a) Employee provisions**Current provisions expected to be wholly settled within 12 months**

Annual leave	1,252	1,165
Long service leave	71	180
	1,323	1,345

Current provisions expected to be wholly settled after 12 months

Annual leave	330	297
Long service leave	3,510	3,484
	3,840	3,781

Total current employee provisions

	5,163	5,126
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Non-Current

Long service leave	186	236
Total Non-Current Employee Provisions	186	236

Aggregate Carrying Amount of Employee Provisions:

Current	5,163	5,126
Non-current	186	236
Total Aggregate Carrying Amount of Employee Provisions	5,349	5,362

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Swan Hill Rural City Council

2020/2021 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2021

Note 5. Our financial position (continued)

	2021 \$ '000	2020 \$ '000
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The calculation of employee costs and benefits includes all relevant on-costs and are calculated as follows at reporting date.

Wages and salaries and annual leave

Liabilities for wages and salaries, including non-monetary benefits and accumulated annual leave expected to be wholly settled within 12 months of the reporting date are recognised in the provision for employee benefits in respect of employee services up to the reporting date, classified as current liabilities and measured at their nominal values.

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

Long service leave

Liability for long service leave (LSL) is recognised in the provision for employee benefits. LSL is measured at present value. Unconditional LSL is disclosed as a current liability. Conditional LSL that has been accrued, where an employee is yet to reach a qualifying term of employment, is disclosed as a non - current liability.

(b) Landfill restoration**Current**

Current	70	67
Total current	70	67

Non-current

Non-current	1,488	1,385
Total non-current	1,488	1,385

Council is obligated to restore Swan Hill and Robinvale sites to a particular standard. The forecast life of the site is based on current estimates of remaining capacity and the forecast rate of infill. The provision for landfill restoration has been calculated based on the present value of the expected cost of works to be undertaken. The expected cost of works has been estimated based on current understanding of work required to reinstate the site to a suitable standard. Accordingly, the estimation of the provision required is dependent on the accuracy of the forecast timing of the work, work required and related costs.

Key assumptions:

- discount rate	0.06% - 1.80%	0.25% - 0.26%
- index rate	2.88%	- 0.30%

5.6 Financing arrangements

The Council has the following funding arrangements in place as at 30 June 2021.

Credit card facilities	200	200
Loans and borrowings	7,786	7,851
Total Facilities	7,986	8,051
Used facilities	7,809	7,866
Used facilities	7,809	7,866
Unused facilities	177	185

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2020/2021 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2021

Note 5. Our financial position

	Not later than 1 year	Later than 1 year and not later than 2 years	Later than 2 years and not later than 5 years	Later than 5 years	Total
5.7 Commitments					
The Council has entered into the following commitments. Commitments are not recognised in the Balance Sheet. Commitments are disclosed at their nominal value and presented inclusive of the GST payable.					
2021					
Operating					
Building and property maintenance	200	–	–	–	200
Cleaning - council buildings, public toilets, barbeques	212	–	–	–	212
Licenses	151	–	–	–	151
Materials and supplies	1,661	–	–	–	1,661
Office equipment and supplies	91	32	4	–	127
Professional services	1,597	19	–	–	1,616
Management & operations of the PS Pyap	195	16	–	–	211
Recreation, leisure and community facilities	532	–	–	–	532
Uniforms	39	–	–	–	39
Waste management operation and kerbside collection	3,025	–	–	–	3,025
Total	7,703	67	4	–	7,774
Capital					
Buildings	137	–	–	–	137
Drainage	145	–	–	–	145
Footpaths	48	–	–	–	48
Parks and open spaces	546	133	–	–	679
Recreation and leisure assets	1,059	–	–	–	1,059
Sealed roads	4,512	673	–	–	5,185
Plant & equipment	419	–	–	–	419
Waste management	–	–	–	–	–
Other infrastructure	3,366	–	–	–	3,366
Cultural and heritage	–	–	–	–	–
Total	10,232	806	–	–	11,038

Swan Hill Rural City Council

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for the year ended 30 June 2021

Note 5. Our financial position (continued)

	Not later than 1 year	Later than 1 year and not later than 2 years	Later than 2 years and not later than 5 years	Later than 5 years	Total
2020					
Operating					
Building and property maintenance	125	–	–	–	125
Cleaning - council buildings, public toilets, barbeques	1,910	–	–	–	1,910
Licenses	69	–	–	–	69
Materials and supplies	330	–	–	–	330
Office equipment and supplies	197	–	–	–	197
Professional services	1,692	–	–	–	1,692
Management & operations of the PS Pyap	53	–	–	–	53
Recreation, leisure and community facilities	738	–	–	–	738
Uniforms	13	9	–	–	22
Waste management operation and kerbside collection	2,343	48	36	–	2,427
Total	7,470	57	36	–	7,563
Capital					
Buildings	266	–	–	–	266
Drainage	31	–	–	–	31
Footpaths	1,005	–	–	–	1,005
Parks and open spaces	62	–	–	–	62
Recreation and leisure assets	624	–	–	–	624
Sealed roads	4,450	1,976	823	–	7,249
Plant & equipment	–	–	–	–	–
Waste management	–	–	–	–	–
Other infrastructure	–	–	–	–	–
Cultural and heritage	–	–	–	–	–
Total	6,438	1,976	823	–	9,237

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Notes to the Financial Statements

for the year ended 30 June 2021

Note 5. Our financial position (continued)

5.8 Leases

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

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

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

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

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

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

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

Lease payments included in the measurement of the lease liability comprise the following:

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

When the lease liability is remeasured in this way, a corresponding adjustment is made to the carrying amount of the right-of-use asset, or is recorded in profit or loss if the carrying amount of the right-of-use asset has been reduced to zero.

Council has elected to apply the temporary option available under AASB 16 Leases which allows not-for-profit entities to not measure right-of-use assets at initial recognition at fair value in respect of leases that have significantly below-market terms.

Council has a number of Peppercorn Leases for parcels of crown land or land controlled by other entities. The leases of land are used to provide open space and recreation areas to residents along with a major tourist attraction in the area in known as the Pioneer Settlement.

Details of Peppercorn Leases held by Council are as follows:

Land Details	Remaining Term of Lease	\$ Per Annum
Crown Land - Pioneer Settlement	27 years	\$0
Lake Boga Boat Ramps and Jetty	4 years	\$1
Various parcels of VicTrack Land (parks & reserves)	Various terms	\$1 each

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for the year ended 30 June 2021

Note 5. Our financial position (continued)

(a) Right-of-Use Assets

	Property \$ '000	Total \$ '000
2021		
Balance at 1 July	851	851
Additions	-	-
Amortisation charge	(407)	(407)
Balance at 30 June	444	444
2020		
Balance at 1 July	744	744
Additions	473	473
Amortisation charge	(366)	(366)
Balance at 30 June	851	851

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for the year ended 30 June 2021

Note 5. Our financial position (continued)

	2021 \$ '000	2020 \$ '000
(b) Lease Liabilities		
Maturity analysis - contractual undiscounted cash flows		
Less than one year	253	421
One to five years	199	441
More than five years	41	52
Total undiscounted lease liabilities as at 30 June:	493	914
Lease liabilities included in the Balance Sheet at 30 June:		
Current	269	427
Non-current	216	485
Total lease liabilities	485	912
Short-term and low value leases		
Council has elected not to recognise right-of-use assets and lease liabilities for short-term leases of machinery that have a lease term of 12 months or less and leases of low-value assets (individual assets worth less than existing capitalisation thresholds for a like asset up to a maximum of \$10,000), including IT equipment. Council recognises the lease payments associated with these leases as an expense on a straight-line basis over the lease term.		
Expenses relating to:		
Leases of low value assets	1	1
Total	1	1
Non-cancellable lease commitments - Short-term and low-value leases		
Commitments for minimum lease payments for short-term and low-value leases are payable as follows:		
Within one year	1	1
Later than one year but not later than five years	3	4
Later than five years	2	2
Total lease commitments	6	7

Swan Hill Rural City Council

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Notes to the Financial Statements
for the year ended 30 June 2021

Note 6. Assets we manage

6.1 Property, infrastructure, plant and equipment

Summary of property, infrastructure, plant and equipment	At Fair Value	Additions	Contributions	Revaluation	Depreciation	Disposal	Write-off	Transfers	At Fair Value
	30 June 2020								30 June 2021
	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000
Property	120,455	748	-	-	(1,298)	(322)	-	191	119,774
Plant and equipment/Culture and heritage assets	15,705	1,360	10	1,823	(1,511)	(25)	-	59	17,421
Infrastructure	353,329	8,289	-	102	(6,947)	(296)	-	175	354,622
Work in progress	1,263	4,149	-	-	-	-	-	(425)	4,987
Total	490,752	14,516	10	1,925	(9,756)	(643)	-	-	496,804
Summary of Work in Progress									
Property					Opening WIP	Additions	Write-off	Transfers	Closing WIP
Plant and equipment					\$ '000	\$ '000	\$ '000	\$ '000	\$ '000
Infrastructure					535	1,488	-	(191)	1,832
					71	-	-	(59)	12
					657	2,661	-	(175)	3,143
Total					1,263	4,149	-	(425)	4,987

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Swan Hill Rural City Council

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Notes to the Financial Statements
for the year ended 30 June 2021

Note 6. Assets we manage (continued)

	Land specialised \$ '000	Land non specialised \$ '000	Total land and land improve- ments \$ '000	Buildings specialised \$ '000	Buildings non specialised \$ '000	Total buildings \$ '000	Work in progress \$ '000	Total property \$ '000
Property								
At fair value 1 July 2020	64,498	6,420	70,918	103,905	4,329	108,234	535	179,687
Accumulated depreciation at 1 July 2020	-	-	-	(58,618)	(79)	(58,697)	-	(58,697)
Carrying value - 1 July 2020	64,498	6,420	70,918	45,287	4,250	49,537	535	120,990
Movements in fair value								
Additions	-	-	-	664	84	748	1,488	2,236
Revaluation	-	-	-	-	-	-	-	-
Disposal	(100)	(120)	(220)	(600)	-	(600)	-	(820)
Write-off	-	-	-	-	-	-	-	-
Transfers	-	-	-	167	24	191	(191)	-
Total movements in fair value	(100)	(120)	(220)	231	108	339	(191)	1,416
Movements in accumulated depreciation								
Depreciation and amortisation	-	-	-	(1,220)	(78)	(1,298)	-	(1,298)
Accumulated depreciation of disposals	-	-	-	498	-	498	-	498
Revaluation	-	-	-	-	-	-	-	-
Accumulated depreciation of write offs	-	-	-	-	-	-	-	-
Total movements in accumulated depreciation	-	-	-	(722)	(78)	(800)	-	(800)
At fair value 30 June 2021	64,398	6,300	70,698	104,136	4,436	108,572	1,832	181,102
Accumulated depreciation at 30 June 2021	-	-	-	(59,340)	(158)	(59,498)	-	(59,498)
Carrying value - 30 June 2021	64,398	6,300	70,698	44,796	4,278	49,074	1,832	121,604

Swan Hill Rural City Council

Notes to the Financial Statements
for the year ended 30 June 2021

Note 6. Assets we manage

	Plant machinery and equipment \$ '000	Fixtures and furniture \$ '000	Computers and telecomms \$ '000	Artworks \$ '000	Library Collection \$ '000	Pioneer Settlement vehicles & vessels \$ '000	Pioneer Settlement site exhibits \$ '000	Pioneer Settlement buildings \$ '000	Total \$ '000	Work in progress \$ '000	Total plant and equipment/ culture and heritage assets \$ '000
At fair value 1 July 2020	11,862	4,245	1,302	1,768	2,040	4,818	2,052	7,814	35,901	71	35,972
Accumulated depreciation at 1 July 2020	(7,788)	(2,475)	(1,066)	(34)	(1,388)	(197)	(89)	(7,159)	(20,196)	-	(20,196)
Carrying value - 1 July 2020	4,074	1,770	236	1,734	652	4,621	1,963	655	15,705	71	15,776
Movements in fair value											
Additions	958	168	124	8	102	-	-	-	1,360	-	1,360
Contributions	-	-	-	9	1	-	-	-	10	-	10
Revaluation	-	-	-	-	-	1,157	666	-	1,823	-	1,823
Disposal	(463)	(5)	(225)	-	(21)	-	(2)	-	(716)	-	(716)
Write-off	-	-	-	-	-	-	-	-	-	-	-
Transfers	26	33	-	-	-	-	-	-	59	(59)	-
Total movements in fair value	521	196	(101)	17	82	1,157	664	-	2,536	(59)	2,477
Movements in accumulated depreciation											
Depreciation and amortisation	(838)	(322)	(121)	(18)	(131)	(49)	(21)	(11)	(1,511)	-	(1,511)
Accumulated depreciation of disposals	440	5	225	-	21	-	-	-	691	-	691
Revaluation	-	-	-	-	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-	-	-	-	-
Total movements in accumulated depreciation	(398)	(317)	104	(18)	(110)	(49)	(21)	(11)	(820)	-	(820)
At fair value 30 June 2021	12,383	4,441	1,201	1,766	2,122	5,730	2,607	7,814	38,083	12	38,095
Accumulated depreciation at 30 June 2021	(8,186)	(2,792)	(962)	(52)	(1,498)	-	-	(7,170)	(20,660)	-	(20,660)
Carrying value - 30 June 2021	4,197	1,649	239	1,733	624	5,730	2,607	644	17,423	12	17,435

Swan Hill Rural City Council
Notes to the Financial Statements
for the year ended 30 June 2021
Note 6. Assets we manage

	Sealed roads \$ '000	Unsealed roads \$ '000	Footpaths and cycleways \$ '000	Drainage \$ '000	Recreational, leisure and community \$ '000	Waste management \$ '000	Parks open spaces and streets-capes \$ '000	Other infrastructure \$ '000	Total \$ '000	Work in progress \$ '000	Total infrastructure \$ '000
Infrastructure											
At fair value 1 July 2020	255,981	102,824	30,941	56,134	17,080	6,097	12,183	13,433	494,673	657	495,330
Accumulated depreciation at 1 July 2020	(80,839)	(10,582)	(9,922)	(19,886)	(5,673)	(5,678)	(5,253)	(3,511)	(141,344)	-	(141,344)
Carrying value - 1 July 2020	175,142	92,242	21,019	36,248	11,407	419	6,930	9,922	353,329	657	353,986
Movements in fair value											
Additions	4,002	1,526	156	213	1,587	-	432	343	8,259	2,661	10,920
Revaluation	-	-	-	-	-	102	-	-	102	-	102
Disposal	-	-	-	-	(306)	-	-	-	(306)	-	(306)
Transfers	13	-	6	-	132	-	14	10	175	(175)	-
Total movements in fair value	4,015	1,526	162	213	1,413	102	446	353	8,230	2,486	10,716
Movements in accumulated depreciation											
Depreciation and amortisation	(3,546)	(1,358)	(388)	(594)	(289)	(231)	(328)	(213)	(6,947)	-	(6,947)
Accumulated depreciation of disposals	-	-	-	-	10	-	-	-	10	-	10
Total movements in accumulated depreciation	(3,546)	(1,358)	(388)	(594)	(279)	(231)	(328)	(213)	(6,937)	-	(6,937)
At fair value 30 June 2021	259,995	104,350	31,103	56,348	18,493	6,819	12,629	13,786	503,523	3,143	506,666
Accumulated depreciation at 30 June 2021	(84,385)	(11,940)	(10,309)	(20,480)	(6,952)	(6,528)	(5,582)	(3,725)	(148,901)	-	(148,901)
Carrying value - 30 June 2021	175,610	92,410	20,794	35,868	12,541	291	7,047	10,061	354,622	3,143	357,765

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Swan Hill Rural City Council

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Notes to the Financial Statements

for the year ended 30 June 2021

Note 6. Assets we manage (continued)

Acquisition

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

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

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

Asset recognition thresholds and depreciation periods

	Depreciation Period Years	Threshold Limit \$ '000
Land and land improvements		
Buildings		
buildings	30 to 100 years	10
building improvements	30 to 100 years	10
leasehold improvements	5 to 15 years	10
Plant and Equipment		
plant machinery and equipment		
large plant	10 years	3
small plant	2 to 4 years	3
fixtures, fittings and furniture	5 years	3
computers and telecommunications	3 to 5 years	2
Cultural and heritage		
Artworks	100 years	–
Library Collection	5 to 100 years	–
Pioneer Settlement vehicles & vessels	100 years	5
Pioneer Settlement site exhibits	100 years	5
Pioneer Settlement buildings	100 years	10
Infrastructure		
sealed road formation	-	10
sealed road pavements	60 years	10
sealed road seals	15 to 20 years	10
road ancillary assets	20 to 25 years	10
unsealed road natural surface	-	10
unsealed road gravel surface	30 years	10
kerb and channel	25 to 50 years	10
footpaths and cycleways	20 to 50 years	10
drainage	20 to 80 years	10
recreation, leisure and community facilities	10 to 60 years	10
waste management	10 years	10
parks, open space and streetscapes	10 to 100 years	10
other infrastructure	10 to 100 years	10

Land under roads

Council recognises land under roads it controls at fair value.

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2020/2021 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2021

Note 6. Assets we manage (continued)

Depreciation and amortisation

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

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

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

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

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

Repairs and maintenance

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

Leasehold improvements

Leasehold improvements are recognised at cost and are amortised over the unexpired period of the lease or the estimated useful life of the improvement, whichever is the shorter. At balance date, leasehold improvements are amortised over a 5 to 15 year period.

Valuation of land and buildings

Valuation of land and buildings were undertaken by a qualified independent valuer Benjamin Sawyer AAPI Reg. 63163. The valuation of land and buildings is at fair value, being market value based on highest and best use permitted by relevant land planning provisions. Where land use is restricted through existing planning provisions the valuation is reduced to reflect this limitation. This adjustment is an unobservable input in the valuation. The adjustment has no impact on the comprehensive income statement.

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

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

The land and buildings were subject to full independent valuation in 2020 by our accredited independent valuer. Council does not believe there has been a material movement in fair value since the 30 June 2020 valuation date.

The valuation was performed during the Covid-19 pandemic, with limited market activity and low sales volumes. While the valuer's independent valuation report did not indicate impairment of land and buildings, it does present estimation uncertainty regarding the valuation of land and buildings by acknowledging that past cycles indicate a lag for property markets to react to economic events, and that the extent of any decline in value is presently uncertain, and may depend on the length of the Covid-19 pandemic. Also, there is not yet any comparable market evidence available to determine what, if any, impact the current Covid-19 pandemic may have on the value or marketability of the subject property, particularly in the short and medium terms.

The fair value assessed may change significantly and unexpectedly over a relatively short period of time (including as a result of factors that the valuer could not reasonably have been aware of as at the date of valuation). Refer to Significant accounting policies under Overview section and Note 8.4 for further information on fair value measurement.

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

Details of the Council's land and buildings and information about the fair value hierarchy as at 30 June 2021 are as follows:

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2020/2021 Financial Report

Notes to the Financial Statements
for the year ended 30 June 2021

Note 6. Assets we manage (continued)

	Level 1 2021 \$ '000	Level 2 2021 \$ '000	Level 3 2021 \$ '000	Date of valuation
Land	-	6,300	-	30/06/2020
Specialised land	-	-	64,398	30/06/2020
Buildings	-	4,278	-	30/06/2020
Building - specialised	-	-	44,796	30/06/2020
Total	-	10,578	109,194	

Valuation of Infrastructure

Valuation of infrastructure assets has been determined in accordance by applying the most recent unit rates as calculated from a sample of internal and external projects.

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

The valuation is at fair value based on replacement cost less accumulated depreciation as at the date of valuation.

Details of the Council's infrastructure and information about the fair value hierarchy as at 30 June 2021 are as follows:

	Level 1 2021 \$ '000	Level 2 2021 \$ '000	Level 3 2021 \$ '000	Date of valuation
Sealed roads	-	-	175,610	30/06/2019
Unsealed roads	-	-	92,410	30/06/2017
Footpaths and cycleways	-	-	20,794	30/06/2019
Drainage	-	-	35,868	30/06/2020
Recreational, leisure & community facilities	-	-	12,541	30/06/2020
Waste management	-	-	291	30/06/2021
Parks, open space & streetscapes	-	-	7,047	30/06/2020
Other Infrastructure	-	-	10,061	30/06/2020

Details of the Council's cultural and heritage assets and information about the fair value hierarchy as at 30 June 2021 are as follows:

	Level 1 2021 \$ '000	Level 2 2021 \$ '000	Level 3 2021 \$ '000	Date of valuation
Artworks	-	-	1,733	30/06/2018
Pioneer Settlement vehicles and vessels	-	-	5,730	30/06/2021
Pioneer Settlement site exhibits	-	-	2,607	30/06/2021
Pioneer Settlement buildings	-	-	644	30/06/2018
Total	-	-	365,336	

*Valuation of cultural and heritage assets**Artworks*

Valuation of artwork assets has been determined in accordance with an independent valuation undertaken by Warren Joel Auction and Valuation Services. The effective date of the valuation was 30 June 2018.

Valuation of the assets was determined by analysing comparable sales of an artist's work, knowledge of the collections history and condition of the collection.

Pioneer Settlement

Valuation of Pioneer Settlement vehicles and vessels and site exhibit assets was conducted by qualified independent valuer Mr David Freeman, member of Auctioneers and Valuers Association of Australia, and Chief Executive Officer of Amanda Adams Auctions, Bulleen, Victoria. The valuation is based on average market realisation prices that should be obtained if the items were sold via private treaty or auction sales. The effective date of the valuation is 30 June 2021.

Valuation of Pioneer Settlement buildings were undertaken by qualified independent valuer, Benjamin Sawyer AAPI Reg. 63163 as at 30 June 2020.

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Notes to the Financial Statements

for the year ended 30 June 2021

Note 6. Assets we manage (continued)

The valuation is at fair value based on replacement cost less accumulated depreciation as at the date of valuation.

Description of significant unobservable inputs into level 3 valuations

Specialised land and land under roads is valued using a market based direct comparison technique. Significant unobservable inputs include the extent and impact of restriction of use and the market cost of land per square metre. The extent and impact of restrictions on use varies and results in a reduction to surrounding land values between 25% and 75% for specialised land and between 85% and 95% for land under roads. The market value of land varies significantly depending on the location of the land and the current market conditions. Currently land values range between \$0.10 and \$450 per square metre.

Specialised buildings are valued using a depreciated replacement cost technique. Significant unobservable inputs include the current replacement cost and remaining useful lives of buildings. Current replacement costs are calculated on a square metre basis. The remaining useful lives of buildings are determined on the basis of the current condition of buildings and vary from 10 years to 100 years. Replacement cost is sensitive to changes in market conditions, with any increase or decrease in cost flowing through to the valuation. Useful lives of buildings are sensitive to changes in expectations or requirements that could either shorten or extend the useful lives of buildings.

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

Artwork assets are valued based on the market based direct comparison approach. Significant unobservable inputs include the rarity of the item, historical significance and the history of the artist. If there are events that determine certain pieces of the collection to be of historical significance, if the artist has works that have increased in popularity or the item is considered to be rare and in demand, this would result in a higher fair value.

Pioneer Settlement vehicles and vessels and site exhibit assets are valued based on the market based direct comparison approach. Significant unobservable inputs include the rarity of the item and historical significance. If there are events that determine certain pieces of the collection to be of historical significance or the item is considered to be rare and in demand, this would result in a higher fair value.

Pioneer Settlement buildings are valued using a depreciated replacement cost technique. Significant unobservable inputs include the current replacement cost and remaining useful lives of buildings. Current replacement cost is calculated on a square metre basis. The remaining useful lives of buildings are determined on the basis of the current condition of buildings and vary from 1 year to 54 years. Replacement cost is sensitive to changes in market conditions, with any increase or decrease in cost flowing through to the valuation. Useful lives of buildings are sensitive to changes in expectations or requirements that could either shorten or extend their useful lives.

Reconciliation of specialised land

	2021 \$ '000	2020 \$ '000
Land under roads	42,312	42,312
Parks and reserves	13,997	14,080
Crown Land	8,106	8,106
Total specialised land	64,415	64,498

Swan Hill Rural City Council

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Notes to the Financial Statements

for the year ended 30 June 2021

Note 7. People and relationships

7.1 Council and key management remuneration

(a) Related Parties

Parent entity

Swan Hill Rural City Council is a single entity.

Subsidiaries and Associates

Council has no interests in subsidiaries and associates.

(b) Key Management Personnel

Details of persons holding the position of Councillor or other members of key management personnel at any time during the year are:

Councillors	Mayor Bill Moar	15/11/2016 to 30/06/2021
	Cr Les McPhee	08/12/2008 to 30/06/2021
	Cr Ann Young	15/11/2016 to 30/06/2021
	Cr Chris Jeffery	15/11/2016 to 30/06/2021
	Cr Lea Johnson	15/11/2016 to 24/10/2020
	Cr Jade Benham	19/03/2019 to 30/06/2021
	Cr Nicole McKay	16/04/2019 to 30/06/2021
	Cr Stuart King	17/11/2020 to 30/06/2021
Chief Executive Officer	Mr John McLinden	21/03/2016 to 30/06/2021
Directors	Mr David Lenton (Corporate Services)	21/12/1992 to 28/08/2020
	Mr Bruce Myers (Community and Cultural Services)	28/02/1994 to 30/06/2021
	Ms Heather Green (Planning and Development)	03/07/2017 to 30/06/2021
	Ms Svetla Petkova (Infrastructure)	11/12/2017 to 30/06/2021
	Mr Joel Lieschke (Corporate Services)	19/10/2020 to 30/06/2021

	No. 2021	No. 2020
Total Number of Councillors	8	7
Total of Chief Executive Officer and other Key Management Personnel	6	5
Total Number of Key Management Personnel	14	12

	2021 Actual	2020 Actual
--	------------------------	------------------------

(c) Remuneration of Key Management Personnel

Total remuneration of key management personnel was as follows:

Short-term benefits	1,237	1,199
Long-term benefits	80	88
Post employment benefits	99	97
Total	1,416	1,384

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Swan Hill Rural City Council

2020/2021 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2021

Note 7. People and relationships (continued)

	No. 2021	No. 2020
The numbers of key management personnel whose total remuneration from Council and any related entities, fall within the following bands:		
\$1 - \$9,999	1	-
\$10,000 - \$19,999	1	-
\$20,000 - \$29,999	4	4
\$30,000 - \$39,999	1	2
\$50,000 - \$59,999	-	1
\$70,000 - \$79,999	1	-
\$80,000 - \$89,999	1	-
\$140,000 - \$149,999	1	-
\$200,000 - \$209,999	1	1
\$210,000 - \$219,999	2	2
\$230,000 - \$239,999	-	1
\$280,000 - \$289,999	-	1
\$300,000 - \$309,999	1	-
	14	12

(d) Senior Officer Remuneration

A Senior Officer is an officer of Council, other than Key Management Personnel, who:

- a) has management responsibilities and reports directly to the Chief Executive; or
b) whose total annual remuneration exceeds \$151,000

The number of Senior Officers are shown below in their relevant income bands:

	No. 2021	No. 2020
Income Range:		
\$150,000 - \$159,999	1	3
\$160,000 - \$169,999	3	2
\$170,000 - \$179,999	3	2
	7	7

	2021 Actual	2020 Actual
Total Remuneration for the reporting year for Senior Officers included above amounted to*:	1,181	1,144

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Swan Hill Rural City Council

2020/2021 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2021

Note 7. People and relationships (continued)

7.2 Related party disclosure

(a) Transactions with related parties

During the period Council entered into the following transactions with related parties:

Cr Stuart King	Swan Hill Hire - \$166,386 Plant and equipment hire. Cr King has a controlling interest in Swan Hill Hire.
Cr Jade Benham	Alchemy Media - \$11,000 Media production Cr Benham is a subcontractor to Alchemy Media on an adhoc basis.

(b) Outstanding balances with related parties

The following balances are outstanding at the end of the reporting period in relation to transactions with related parties:

2021 = Nil

2020 = Nil

(c) Loans to/from related parties

The aggregate amount of loans in existence at balance date that have been made, guaranteed or secured by the council to a related party as follows:

2021 = Nil

2020 = Nil

(d) Commitments to/from related parties

The aggregate amount of commitments in existence at balance date that have been made, guaranteed or secured by the council to a related party are as follows:

2021 = Nil

2020 = Nil

Swan Hill Rural City Council

2020/2021 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2021

Note 8. Managing uncertainties

	2021	2020
	\$ '000	\$ '000

8.1 Contingent assets and liabilities

(a) Contingent assets

Operating lease receivables

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

Future undiscounted minimum rentals receivable under non-cancellable operating leases are as follows:

Not later than one year	380	385
Later than one year and not later than five years	1,238	1,253
Later than five years	636	628
	2,254	2,266

(b) Contingent liabilities

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

Superannuation

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

Future superannuation contributions

In addition to the disclosed contributions, Council has paid unfunded liability payments to Vision Super totalling \$0 (2019/20 \$0). There were no contributions outstanding and no loans issued from or to the above schemes as at 30 June 2021. The expected contributions to be paid to the Defined Benefit category of Vision Super for the year ending 30 June 2021 are \$132,827.

Landfill

Council operates a landfill. Council will have to carry out site rehabilitation works in the future. At balance date Council is unable to accurately assess the financial implications of such works.

Liability Mutual Insurance

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

MAV WorkCare

In November 2017, the Victorian WorkCover Authority (the Authority) granted the Municipal Association of Victoria (MAV) a three-year self-insurance licence allowing it to provide workers' compensation insurance to Victorian councils. When the MAV WorkCare Scheme commenced, there were 31 inaugural members, including the MAV.

In accordance with the Authority's decision not to renew the MAV's self-insurance licence, the MAV WorkCare Scheme ceased operation on 30 June 2021. The MAV is continuing to support the orderly transition of claims management responsibilities to the Authority.

Council was a participant of the MAV WorkCare Scheme.

The MAV WorkCare Scheme participation agreement stated that each participant would remain liable to make further contributions to the Scheme in respect of any insurance year in which it was a participant to the extent of its participant's share

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Swan Hill Rural City Council

2020/2021 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2021

Note 8. Managing uncertainties (continued)

of any shortfall in the provision set aside in respect of that insurance year, and such liability would continue whether or not the participant remained a participant in future insurance years.

The net financial impact on Council as a result of the cessation of the MAV WorkCare Scheme for the 2020-21 financial year is yet to be determined. Any obligation is dependent upon the Authority's initial actuarial assessment of the tail claims liabilities of the MAV WorkCare Scheme.

In accordance with the *Workplace Injury Rehabilitation and Compensation Act 2013*, there is a six- year liability period following the cessation of the MAV WorkCare Scheme. During the liability period, adjustment payments may be required (or received) by Council. The determination of any adjustment payments is dependent upon revised actuarial assessments of the Scheme's tail claims liabilities as undertaken by the Authority.

(c) Guarantees for loans to other entities

Council is not the guarantor for any loans.

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

8.2 Change in accounting standards

Certain new Australian Accounting Standards and interpretations have been published that are not mandatory for the 30 June 2021 reporting period. Council assesses the impact of these new standards. As at 30 June 2021 there were no new accounting standards or interpretations issued by the AASB which are applicable for the year ending 30 June 2022 that are expected to impact Council.

8.3 Financial instruments

(a) Objectives and policies

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

(b) Market risk

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

Interest rate risk

Interest rate risk refers to the risk that the value of a financial instrument or cash flows associated with the instrument will fluctuate due to changes in market interest rates. Council's interest rate liability risk arises primarily from long term loans and borrowings at fixed rates which exposes Council to fair value interest rate risk. Cash flow interest rate risk is the risk that the future cash flows of a financial instrument will fluctuate because of changes in market interest rates. Council has minimal exposure to cash flow interest rate risk through its cash and deposits that are at floating rates.

Investment of surplus funds is made with approved financial institutions under the Local Government Act 1989. Council manages interest rate risk by adopting an investment policy that ensures:

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

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Swan Hill Rural City Council

2020/2021 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2021

Note 8. Managing uncertainties (continued)

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

Interest rate movements have significantly affected the return expected on invested funds during the year. This impacted the surplus by \$420,000.

(c) Credit risk

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

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

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

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

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

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

(d) Liquidity risk

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

To help reduce these risks Council:

- have a liquidity policy which targets a minimum and average level of cash and cash equivalents to be maintained;
- have readily accessible standby facilities and other funding arrangements in place;
- have a liquidity portfolio structure that requires surplus funds to be invested within various bands of liquid instruments;
- monitor budget to actual performance on a regular basis; and
- set limits on borrowings relating to the percentage of loans to rate revenue and percentage of loan principal repayments to rate revenue.

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

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

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

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

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Swan Hill Rural City Council

2020/2021 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2021

Note 8. Managing uncertainties (continued)

(e) Sensitivity disclosure analysis

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

- A parallel shift of + 0.50% and - 0.25% in market interest rates (AUD) from year-end rates of 0.25%.

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

8.4 Fair value measurement

Fair Value Hierarchy

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

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

AASB 13 defines fair value as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. Fair value under AASB 13 is an exit price regardless of whether that price is directly observable or estimated using another valuation technique.

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

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

For the purpose of fair value disclosures, Council has determined classes of assets and liabilities on the basis of the nature, characteristics and risks of the asset or liability and the level of the fair value hierarchy as explained above.

In addition, Council determines whether transfers have occurred between levels in the hierarchy by re-assessing categorisation (based on the lowest level input that is significant to the fair value measurement as a whole) at the end of each reporting period.

Revaluation

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

Fair value valuations are determined in accordance with a valuation hierarchy. Changes to the valuation hierarchy will only occur if an external change in the restrictions or limitations of use of an asset result in changes to the permissible or practical highest and best use of the asset. In addition, Council undertakes a formal revaluation of land, buildings, and infrastructure assets on a regular basis ranging from 2 to 5 years. The valuation is performed either by experienced council officers or independent experts.

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

Impairment of assets

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Swan Hill Rural City Council

2020/2021 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2021

Note 8. Managing uncertainties (continued)

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

8.5 Events occurring after balance date

There have been no significant events occurring after the balance date which may affect the Council's operations or the results of those operations, except for noting that the COVID-19 pandemic is ongoing and it is not practicable to estimate the potential impact after the reporting date.

Swan Hill Rural City Council

2020/2021 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2021

Note 9. Other matters

	Balance at beginning of reporting period \$ '000	Increment (decrement) \$ '000	Balance at end of reporting period \$ '000
9.1 Reserves			
(a) Asset revaluation reserves			
2021			
Property			
Land and land improvements	25,415	–	25,415
Buildings	29,320	–	29,320
	<u>54,735</u>	<u>–</u>	<u>54,735</u>
Culture and heritage assets			
Pioneer Settlement vehicles & vessels	517	1,157	1,674
Pioneer Settlement site exhibits	724	666	1,390
Artworks	1,635	–	1,635
Pioneer Settlement buildings	4,002	–	4,002
Water rights	2,429	–	2,429
	<u>9,307</u>	<u>1,823</u>	<u>11,130</u>
Infrastructure			
Footpaths and cycleways	15,283	–	15,283
Drainage	17,723	–	17,723
Recreational, leisure and community facilities	7,374	–	7,374
Waste management	–	102	102
Parks, open space and streetscapes	2,831	–	2,831
Sealed roads	83,561	–	83,561
Unsealed roads	15,976	–	15,976
Other infrastructure	3,204	–	3,204
	<u>145,952</u>	<u>102</u>	<u>146,054</u>
Total asset revaluation reserves	<u>209,994</u>	<u>1,925</u>	<u>211,919</u>

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Swan Hill Rural City Council

2020/2021 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2021

Note 9. Other matters (continued)

	Balance at beginning of reporting period \$ '000	Increment (decrement) \$ '000	Balance at end of reporting period \$ '000
2020			
Property			
Land and land improvements	19,383	6,032	25,415
Buildings	15,889	13,431	29,320
	<u>35,272</u>	<u>19,463</u>	<u>54,735</u>
Culture and heritage assets			
Pioneer Settlement vehicles & vessels	517	–	517
Pioneer Settlement site exhibits	724	–	724
Artworks	1,635	–	1,635
Pioneer Settlement buildings	4,096	(94)	4,002
Water rights	2,122	307	2,429
	<u>9,094</u>	<u>213</u>	<u>9,307</u>
Infrastructure			
Footpaths and cycleways	15,283	–	15,283
Drainage	15,648	2,075	17,723
Recreational, leisure and community facilities	1,911	5,463	7,374
Parks, open space and streetscapes	–	2,831	2,831
Sealed roads	83,561	–	83,561
Unsealed roads	15,976	–	15,976
Other infrastructure	1,923	1,281	3,204
	<u>134,302</u>	<u>11,650</u>	<u>145,952</u>
Total asset revaluation reserves	<u>178,668</u>	<u>31,326</u>	<u>209,994</u>

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

Swan Hill Rural City Council

2020/2021 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2021

Note 9. Other matters (continued)

	2021 \$ '000	2020 \$ '000
9.2 Reconciliation of cash flows from operating activities to surplus/(deficit)		
Surplus/(deficit) for the year	19,079	7,598
Depreciation/amortisation	10,162	9,787
Impairment losses	690	304
Profit/(loss) on disposal of property, infrastructure, plant and equipment	(554)	(191)
Contributions - non monetary assets	(10)	(45)
Amounts disclosed in financing activities	349	348
Works in progress expensed	-	11
Other	-	53
Change in assets and liabilities:		
(Increase)/decrease in trade and other receivables	271	(922)
(Increase)/decrease in inventories	78	(10)
(Increase)/decrease in prepayments	25	-
Increase/(decrease) in accrued income	64	-
Increase/(decrease) in other assets	-	188
Increase/(decrease) in trade and other payables	764	(236)
Increase/(decrease) in provisions	93	312
(Decrease)/increase in other liabilities	(8)	53
Increase/(decrease) in Unearned income	(2,212)	2,222
Net cash provided by/(used in) operating activities	28,791	19,472

9.3 Superannuation

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

Accumulation

The Fund's accumulation categories, Vision MySuper/Vision Super Saver, receives both employer and employee contributions on a progressive basis. Employer contributions are normally based on a fixed percentage of employee earnings (for the year ended 30 June 2021, this was 9.5% as required under Superannuation Guarantee (SG) legislation). Council's Enterprise Agreement (EA) also includes an additional employer superannuation contribution for staff who 'opted in' to the arrangement, in lieu of cash payment. This has increased to 1.5% over the three year term of the 2018 agreement.

Defined Benefit

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

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

Funding Arrangements

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

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Swan Hill Rural City Council

Notes to the Financial Statements

for the year ended 30 June 2021

Note 9. Other matters (continued)

A triennial actuarial review for the Defined Benefit category as at 30 June 2020 was conducted and completed by the due date of 31 December 2020. The vested benefit index (VBI) of the Defined Benefit category of which Council is a contributing employer was 104.6%. The financial assumptions used to calculate the VBIs were:

Net investment returns 5.6% pa
 Salary information 2.5% pa for two years and 2.75% pa thereafter
 Price inflation (CPI) 2.0% pa.

As at 30 June 2021, an interim actuarial investigation is underway as the Fund provides lifetime pensions in the Defined Benefit category.

Vision Super has advised that the VBI at 30 June 2021 was 109.7%. The financial assumptions used to calculate this VBI were:

Net investment returns 4.8% pa
 Salary information 2.75% pa
 Price inflation (CPI) 2.25% pa.

The VBI is used as the primary funding indicator. Because the VBI was above 100%, the 30 June 2020 actuarial investigation determined the Defined Benefit category was in a satisfactory financial position and that no change was necessary to the Defined Benefit category's funding arrangements from prior years.

Employer contributions

Regular contributions

On the basis of the results of the 2020 triennial actuarial investigation conducted by the Fund Actuary, Council makes employer contributions to the Fund's Defined Benefit category at rates determined by the Fund's Trustee. For the year ended 30 June 2021, this rate was 9.5% of members' salaries (9.5% in 2019/20). This rate is expected to increase in line with any increases in the SG contribution rate and was reviewed a part of the 30 June 2020 triennial valuation.

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

Funding calls

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

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

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

Due to the nature of the contractual obligations between the participating employers and the Fund, and that the Fund includes lifetime pensioners and their reversionary beneficiaries, it is unlikely that the Fund will be wound up. If there is a surplus in the Fund, the surplus cannot be returned to the participating employers.

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

The 2020 triennial actuarial investigation surplus amounts

An actuarial investigation is conducted annually for the Defined Benefit category of which Council is a contributing employer. Generally, a full actuarial investigation is conducted every three years and interim actuarial investigations are conducted for each intervening year. A full investigation was conducted as at 30 June 2020.

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Swan Hill Rural City Council

2020/2021 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2021

Note 9. Other matters (continued)

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

	2020 (Triennial) \$m	2019 (Interim) \$m
- A VBI Surplus	100.0	151.3
- A total service liability surplus	200.0	233.4
- A discounted accrued benefits surplus	217.8	256.7

The VBI surplus means that the market value of the fund's assets supporting the defined benefit obligations exceed the vested benefits that the defined benefit members would have been entitled to if they had all exited on 30 June 2020.

The total service liability surplus means that the current value of the assets in the Fund's Defined Benefit category plus expected future contributions exceeds the value of expected future benefits and expenses as at 30 June 2020.

The discounted accrued benefit surplus means that the current value of the assets in the Fund's Defined Benefit category exceeds the value of benefits payable in the future but accrued in respect of service to 30 June 2020.

Council was notified of the 30 June 2020 VBI during August 2020.

The 2021 interim actuarial investigation

An interim actuarial investigation is being conducted for the Fund's position as at 30 June 2021 as the Fund provides lifetime pensions in the Defined Benefit category. It is anticipated that this actuarial investigation will be completed by October 2021.

Superannuation contributions

Contributions by Council (excluding any unfunded liability payments) to the above superannuation plans for the financial year ended 30 June 2021 are detailed below:

Scheme	Type of scheme	Rate	2021 \$ '000	2020 \$ '000
Vision Super	Defined benefit	9.5%	138	174
Vision Super	Accumulation fund	11.0%	1,589	1,501

Swan Hill Rural City Council

2020/2021 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2021

Note 10. Changes in accounting policies

i) Impact of adoption of new accounting standards

AASB 1059 Service Concession Arrangements: Grantors (AASB 1059) (applies 2020/21 for LG Sector)

It is not expected that this standard will have any significant impact on Council.

AASB 2018-7 Amendments to Australian Accounting Standards - Definition of Material (applies 2020/21 for LG Sector)

It is not expected that this standard will have any significant impact on Council.

AASB 2019-1 Amendments to Australian Accounting Standards - References to the Conceptual Framework (applies 2020/21 for LG Sector)

It is not expected that this standard will have any significant impact on Council.

B.21.80 AUDIT COMMITTEE

Responsible Officer: Director Corporate Services
File Number: S15-28-01
Attachments: 1 Confidential Minutes 8 April 2021 and 10 June 2021

Declarations of Interest:

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

Summary

Council's Audit Committee met on 8 April 2021 and the 10 June 2021 and this report summarises the items that were discussed at these meeting.

Discussion

The Audit Committee met on 8 April 2021 and as well as the usual procedural items the agenda items included:

1. Update on the Drag Strip.
2. Internal Audit updates on recommendations
3. Audit Strategy Y/E June 2021.
4. Risk Management Update
5. Draft Fees and Charges Schedule for FY 2022
6. Qtly Review Financial Performance & Position to 31-12-20

The Audit Committee met on 10 June 2021 and as well as the usual procedural items the agenda items included:

1. Strategic Internal Audit Plan FY2019-FY2022
2. Internal Audit updates on recommendations
3. Risk Management Update
4. Our Place - Heritage Victoria implications
5. Qtly Review Financial Performance & Position to 31/3/21

Consultation

Not applicable.

Financial Implications

The sitting fees paid to independent members on the Audit Committee is adjusted annually by CPI. Sitting fees are included in Council's Budget.

Social Implications

Not applicable.

Economic Implications

Not applicable.

Environmental Implications

Not applicable.

Risk Management Implications

The Audit Committee helps to oversee Council's risk management practices. Internal and other audits are routinely done to reduce the risk to Council.

Council Plan Strategy Addressed

Governance and leadership - Effective and efficient utilisation of resources.

Options

Not applicable.

Recommendation

That Council note the contents of this report.

Confidential attachments

- Audit Committee Confidential Minutes
8 April 2021
- Audit Committee Confidential Minutes
10 June 2021

B.21.81 AUDIT AND RISK COMMITTEE MEMBER VACANCY

Responsible Officer: Director Corporate Services
File Number: S15-28-01
Attachments: Nil

Declarations of Interest:

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

Summary

This report recommends an appointment to fill a vacancy on Council's Audit and Risk Committee.

Discussion

Council has had an Audit and Risk Committee for many years. The Audit and Risk Committee operates in accordance with the Audit and Risk Committee Charter adopted by Council in August 2020.

The primary objective of the Audit and Risk Committee is to monitor and provide advice to assist Council in improving the quality and effectiveness of:

- Councils internal and external financial and performance reporting.
- Management of financial processes, and internal controls.
- Management of risks and the prevention of fraud.
- Compliance with laws and regulations as well as use of best practice guidelines.
- The Internal and External Audit functions.
- Monitor the compliance of corporate policies and procedures to the Local Government Act (LGA), Ministerial, Directors and overarching Governance Principals.

The Audit and Risk Committee has five members two are Councillors appointed by the Swan Hill Rural City and three are external independent community members also appointed by the Swan Hill Rural City Council on advice of the selection committee which comprises the two counsellor representatives, the Mayor and the Chief Executive Officer.

The chair of the Audit and Risk Committee is to be an independent community member.

The committee meets four times per year and undertakes internal audits in line with the annual rolling audit strategy.

SECTION B - REPORTS

21 September 2021

The Audit and Risk Charter provides for community members to serve a three-year term for which they may be reappointed to two subsequent terms therefore allowing for a maximum of three terms or nine years.

Mr Jason Young whom was appointed at the July Council meeting has subsequently informed Council he is now unable to commit to the position due to a change in personal circumstances and declined the position on offer.

Having recently completed the interview process the selection committee reviewed the previous interviewees and recommends the appointment of one of the previous interviewed candidates Mr Greg Kuchel as an independent member of the Audit and Risk Committee. Mr Kuchel is an experienced banking and finance manager with significant experience within regional and agricultural areas of Western Victoria. Mr Kuchel is also a member of the Swan Hill District Health Board and is a member of their Audit and Risk Committee

Mr Kuchel is a very passionate advocate for rural living especially within the Swan Hill district. Mr Kuchel has been contacted regarding the position vacancy and remains very interested in being able to contribute to the Audit and Risk Committee and the community of Swan Hill.

Consultation

Not appropriate for this item.

Financial Implications

Audit Committee Members will receive a meeting allowance of \$500 plus travel per kilometre based on Australian Taxation Office rates.

The Audit and Risk Committee receives administration support from Council staff.

Social Implications

Nil.

Economic Implications

Nil.

Environmental Implications

Nil.

Risk Management Implications

An effective Internal Audit and Risk Committee will assist Council in managing the various risks that our business encounters.

Council Plan Strategy Addressed

Governance and leadership - Effective and efficient utilisation of resources.

Options

Council can choose to adopt or amend the recommendation.

Recommendations

The Council appoint Mr Greg Kuchel is an independent member of the Swan Hill Rural City Council Audit and Risk Committee for a three-year term commencing 18/11/2021.

B.21.82 ELECTION OF MAYOR 2021

Responsible Officer: Chief Executive Officer
File Number: 24-19-00
Attachments: Nil

Declarations of Interest:

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

Summary

This report outlines the process and statutory requirements for the election of Mayor.

Election of Mayor

The Chief Executive Officer must conduct the election of the Mayor in accordance with the Local Government Act and Council's Governance Rules 2020.

Discussion

Councils current Mayor, Councillor Bill Moar was elected to the position of Mayor at the Council meeting of 17 November 2020.

Division 3 and 4 of the Local Government Act 2020 deals with the Mayor and Deputy Mayor positions. It spells out the role of those positions, the specific powers of the Mayor and the matters around dealing with mayoral vacancies and the election of mayors.

Section 25 of the Local Government Act 2020 requires that Councillors must elect a Councillor to be the Mayor of the Council at a Council meeting that is open to the public.

Any Councillor is eligible for election or re-election to the office of Mayor and the election of the Mayor must be chaired by the Chief Executive Officer and be conducted in accordance with Council's Governance Rules.

Section 26 of the Local Government Act requires that where the Mayor is elected for a one-year term, then the next election of the Mayor must be held on a date to be determined by the Council that is as close to the end of the one-year term as is reasonably practicable

Pursuant to Section 26 of the Local Government Act, Council may determine to elect the Mayor for a period of two years. If such a decision is to be made, it must be

resolved prior to the election of Mayor. If no such decision is made in the default position is for a one-year term.

The election of Mayor will be conducted in accordance with Council's Governance rules. Clause 5 specifies the process for the election of Mayor.

Until the proclamation of the Local Government Act 2020 it was a requirement that the mayoral election be conducted at a Special Council Meeting. This provision no longer exists and it is suggested that the mayoral election should be the first order of business at Council's Scheduled Council Meeting on the 16th of November. This provides for the mayoral election to be within one day of the one-year anniversary of the previous election.

Relevant Legislation

Governance Rules 2020

Local Government Act 2020

Council Plan Strategy Addressed

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

Recommendation

That Council determines that the Mayoral Election for 2021 be held at the Scheduled Council Meeting of the Swan Hill Rural City Council at 2pm on 16 November 2021.

SECTION C – DECISIONS WHICH NEED ACTION/RATIFICATION

C.21.15 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
1072	Section 173 Agreement – 3 Berrybank Drive, Swan Hill.	Between Swan Hill Rural City Council and Lower Murray Urban and Rural Water Corporation and R.J.Wardle and J.M.Wardle.	17/08/2021

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.21.16 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 following report provides details of Councillor Assemblies on a monthly basis.

Discussion

Whilst Minutes have not been recorded, Agenda items and those in attendance are reported and 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 Assemblies are reported to ensure good governance and transparency.

Recommendation

That Council note the contents of the report.

COUNCILLOR ASSEMBLIES ATTENDANCE AND AGENDA

13 August 2021 at 12.30pm, Swan Hill Town Hall

Lunch Meeting with Dr Anne Webster MP

AGENDA ITEMS

- Circular transition plan
- Murray Basin Rail Project
- Building Better Regions
- Impacts of COVID-19 lockdowns
- Thank you to Dr Anne Webster for recent funding announcements / Ministerial meetings

ADDITIONAL ITEMS DISCUSSED

- Nil

ATTENDANCE

Councillors

- Cr Bill Moar
- Cr Nicole McKay
- Cr Ann Young
- Cr Stuart King
- Cr Jade Benham

Apologies

- Cr Chris Jeffery
- Cr Les McPhee

OFFICERS

- John McLinden, Chief Executive Officer
- Joel Lieschke, Director Corporate Services
- Bruce Myers, Director Community & Cultural Services
- Heather Green, Director Development and Planning
- Svetla Petkova, Director Infrastructure

Other

- Dr Anne Webster MP

CONFLICT OF INTEREST

- Nil

**COUNCILLOR ASSEMBLIES ATTENDANCE AND AGENDA
17 August 2021 at 1pm, Swan Hill Town Hall**

AGENDA ITEMS

- Strategic Transition Waste and Recycling Plan

ADDITIONAL ITEMS DISCUSSED

- Nil

ATTENDANCE

Councillors

- Cr Bill Moar
- Cr Nicole McKay
- Cr Ann Young
- Cr Stuart King
- Cr Jade Benham

Apologies

- Cr Chris Jeffery
- Cr Les McPhee

OFFICERS

- John McLinden, Chief Executive Officer
- Joel Lieschke, Director Corporate Services
- Svetla Petkova, Director Infrastructure
- Nazrul Islam, Engineering and Capital Projects Manager

Other

- Nil

CONFLICT OF INTEREST

- Nil

**COUNCILLOR ASSEMBLIES ATTENDANCE AND AGENDA
31 August 2021 at 1pm, Zoom meeting**

AGENDA ITEMS

- Racecourse Bowls Club - build a cover over a bowling green/s
- Feedback information from engagement sessions & presentation of Draft Vision/Draft Council Plan
- DRAFT Annual Report
- 9 Condeley Street – Ultima
- ACRE 21 an outreach program of the Swan Hill Regional Art Gallery - delivering arts experiences to rural and isolated towns and communities
- 5 River Oaks Drive SH planning application
- Independent Audit and Risk Committee Member Appointment

ADDITIONAL ITEMS DISCUSSED

- Nil

ATTENDANCE

Councillors

- Cr Bill Moar
- Cr Nicole McKay
- Cr Ann Young
- Cr Stuart King
- Cr Jade Benham
- Cr Chris Jeffery
- Cr Les McPhee

Apologies

- Nil

OFFICERS

- John McLinden, Chief Executive Officer
- Joel Lieschke, Director Corporate Services
- Bruce Myers, Director Community & Cultural Services
- Heather Green, Director Development and Planning
- Svetla Petkova, Director Infrastructure
- Nazrul Islam, Engineering and Capital Projects Manager
- Helen Morris, Organisational Development Manager
- Tamara Broadsmith, Planning Team Leader
- Kerry Young, Engineer Assistant
- Ian Tully, Art Gallery Directory
- Emma Rogers, Governance and Compliance Officer

Other

- Nil

CONFLICT OF INTEREST

- Nil

**COUNCILLOR ASSEMBLIES ATTENDANCE AND AGENDA
7 September 2021 at 1pm, Zoom meeting**

AGENDA ITEMS

- Racecourse Bowls Club - build a cover over a bowling green/s
- Feedback information from engagement sessions & presentation of Draft Vision/Draft Council Plan
- DRAFT Annual Report
- 9 Condeley Street – Ultima
- ACRE 21 an outreach program of the Swan Hill Regional Art Gallery - delivering arts experiences to rural and isolated towns and communities
- 5 River Oaks Drive SH planning application
- Independent Audit and Risk Committee Member Appointment

ADDITIONAL ITEMS DISCUSSED

- Nil

ATTENDANCE

Councillors

- Cr Bill Moar
- Cr Nicole McKay
- Cr Ann Young
- Cr Stuart King
- Cr Jade Benham
- Cr Chris Jeffery

Apologies

- Cr Les McPhee

OFFICERS

- John McLinden, Chief Executive Officer
- Joel Lieschke, Director Corporate Services
- Bruce Myers, Director Community & Cultural Services
- Heather Green, Director Development and Planning
- Svetla Petkova, Director Infrastructure
- Dione Heppell, Construction Project Manager Regional Livestock Exchange Redevelopment
- Helen Morris, Organisational Development Manager
- Jan McEwan, Family Youth & Children's Services Manager
- Camille Cullinan, Libraries Manager

Other

- Nil

CONFLICT OF INTEREST

- Nil

SECTION D – NOTICES OF MOTION

D.21.12 COVID-19 VACCINE PASSPORTS

Having given due notice, **Councillor Stuart King MOVED that Council:**

- 1. Oppose any form of Vaccine Passport system whereby our societal freedoms are linked to a COVID-19 vaccination status.**
- 2. Write to The Premier of Victoria The Hon Daniel Andrews MP, The Member for Murray Plains The Hon Peter Walsh MP, The Prime Minister of Australia The Hon Scott Morrison MP and The Member for Mallee, Victoria, The Hon Dr Anne Webster MP expressing opposition to any form of Vaccine Passport system.**

Preamble

In recent weeks the implementation of a vaccine passport system has been endorsed by various State Governments and the Federal Government. In short, the vaccine passport system seeks to restrict the freedom of individuals who have not received the COVID-19 vaccination.

The restrictions proposed range from attendance at public events, general retail shopping, receipt of basic services, through to not being able to have family in your own home.

The proposed vaccine passport system is an abhorrent violation of Australian democracy. It is discriminatory in nature and promotes segregation and division in society.

Furthermore, there is an expectation that businesses already drowning in the myriad of Government bureaucracy and red tape, will be the agency of enforcement of compliance to the vaccine passport and will face penalties if they fail to administer the Government's system.

The vaccine passport system has already been scrapped by the UK Government and many other nations around the world. I urge Councillors to support this motion and send a clear message to our State and Federal Leaders that we do not support any measures which seek to divide our community.

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

Recommendation

That Council, pursuant to section 66(2)(a) of the *Local Government Act 2020* , resolve to close the meeting to members of the public to consider the following items which relate to matters specified under section 3(1), as specified below:

B.21.83 IN CAMERA CONSIDERATION OF CONFIDENTIAL REPORT

(d) contractual matters

B.21.84 IN CAMERA CONSIDERATION OF CONFIDENTIAL REPORT

(d) contractual matters