



MINUTES

SCHEDULED MEETING OF COUNCIL

Tuesday, 21 September 2021

Held at the Swan Hill Town Hall
McCallum Street
Commenced at 2.00pm

COUNCIL:

Cr B Moar – Mayor

Cr J Benham
Cr A Young
Cr LT McPhee
Cr C Jeffery
Cr S King
Cr N McKay

Confirmed 19 October 2021

Chairperson.....

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SECTION A – PROCEDURAL MATTERS

- **Welcome**

Mayor, Councillor Bill Moar assumed the chair and declared the meeting open at 2pm.

- **Acknowledgement of Country**

Mayor, Councillor Bill Moar read the Acknowledgement of Country.

- **Prayer**

Cr Les McPhee read the prayer.

- **Apologies/Leaves of Absence**

Cr Nicole McKay

131/21 Motion

MOVED Cr McPhee

That the apologies be accepted.

SECONDED Cr King

The Motion was put and CARRIED

- **Directors/Officers Present**

John McLinden, Chief Executive Officer
Heather Green, Director Development and Planning
Bruce Myers, Director Community and Cultural Services
Svetla Petkova, Director Infrastructure
Joel Lieschke, Director Corporate Services
Trish Ficarra, Public Health and Regulatory Services Coordinator
Warren Snyder, Finance Manager
Julie Wiggins, Procurement and Properties Coordinator
Sharon Lindsay, Executive Assistant
Terri McCormick, Executive Support Officer

- **Confirmation of Minutes**

1) Scheduled Meeting of Council held on 17 August 2021

132/21 Motion

MOVED Cr King

That the minutes of the Scheduled Meeting of Council held on 17 August 2021 be confirmed.

SECONDED Cr Benham

The Motion was put and CARRIED

- **Disclosures of Conflict of Interest**

Nil

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.

The Chief Executive Officer, John McLinden stated that any petition that has less than 20 signatures is to be treated as a joint letter in accordance to Council's Governance rules. The difference being the matter is dealt with by officers, not a resolution of Council.

The joint letter has 19 signatures, just one short of the 20 signatures required to make a petition.

This is a matter that officers have previously considered and we have previously advised Council of our decision in what we are doing with our dining pods, free parking and a number of waivers that we did last year in response to the pandemic and some we have reintroduced this year.

There are 76 applications for street trading permits that are currently dealt with that are 1 year permits and a further 19 that are 3 year permits. We have about 100 applications per year all of which have paid their fees except for 5 which we are following up. Whether someone has paid their fee or not is hardly the question here as the pandemic has really hurt retail and I don't think anyone would raise that statement. Officers have consider how best to provide relief for footpath traders – the cost ranging from \$72 up to \$175 per annum depending on the nature of the footpath trading. We are proposing to waive these fees and we are going to do this by extending the expiry period for those that have already paid (which is almost everyone) for a period of 12 months. Council will be advising those people of that and Council will also write back to the petitioner advising them.

- 1. Waive the footpath trading fee for a period of 12 months for those that have already paid and write to the applicants advising them of the 12 month extension.**
- 2. Write a letter to the petitioner advising them of the outcome.**

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 (suburb) | u 40% | 14/8/21 |
| SARAPREET KUNDA | | 300 CAMPBELL ST. PIZZAHOUSE | Pandemic | 14/8/21 |
| CHIZ MA | | 302 Campbell ST. | It's a Pandemic!! | 14/8/21 |
| CRAYG 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 |
| Robinson Sed | | 111-113 Campbell St SYD | PLEASE HELP US OUT CASH THROUGH THIS | 16.8.21 |
| Samantha Baker | | SHOP 11 SAFWAY, AUSA BERRY | WE are all over open WAVE of the contagion. | 16.8.21 |
| Tom Wilkins | | 221 Campbell St SH | PANDEMIC | 16.8.21 |
| Carolyn 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 Tripodi | <i>John Tripodi</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 |
| | | | | |
| | | | | |
| | | | | |

133/21 Motion

MOVED Cr McPhee

That standing orders be suspended at 2.04pm.

SECONDED Cr King

The Motion was put and CARRIED

- **Public Question Time**

QUESTION 1: Alison Black

Ritchies IGA Supermarket car park Robinvale

At the meeting of 20th July 2021, the CEO, Mr McLinden advised the following:

Council has received the proposal from Ritchies for investigation and implementation using solar panels as shade sails.

From this request Council has provided Ritchies with a number of options for their reference.

The matter is currently under active consideration and there has been a regular correspondence backwards and forwards between Council and Ritchies and their designers.

Once an agreement is reached with Ritchies IGA the proposal will be brought to Council for consideration.

Once Council has considered the matter we will certainly be providing information, in concert with Ritchies, back into the community.

What we are hoping to achieve here is an option that not only provides shade for those parked in the car park but also something that provides electricity that we expect will be utilised by the supermarket.

Can Council provide an update on this matter?

The Chief Executive Officer, John McLinden replied: In August Council received a response from Ritchies IGA stating that the project is not viable for the supermarket and the solar panels will be installed on the roof of the supermarket. They are sourcing quotes for ordinary shades and will provide Council with the portion of the quote covering Councils carparking area.

QUESTION 2: Alison Black

Shade Sails for Robinvale Swimming Pool

The shade sails over the toddler's pool have been removed and are to be replaced. Shade sails are missing from the main shade area located on the hill.

Can Council confirm if the shade sails will be replaced and in place in time for the opening of the pool in about six weeks' time?

The Chief Executive Officer, John McLinden replied: A purchase order has been placed with a Mildura based firm for supply and installation of the shade sales over the toddlers pool. They have been informed of the pool opening date and have advised that they will do everything possible to meet this deadline.

I am unable to answer Ms Black's question regarding shade on the hill because of the unavailability of staff. I will follow up with Ms Black as soon as I have an answer.

QUESTION 3: Alison Black

The Councillor Assembly of 25th May 2021 considered 'dining pods'. Can Council advise the outcome of the discussion and advise if and how the dining pods may be provided to, or purchased by, not for profit community groups?

The Chief Executive Officer, John McLinden replied: Due to the number of lockdowns regional Victoria has had from June to September, a decision was made to leave the Dining Pods in place to help provide a safe, socially distanced environment for patrons. More recently due to increased enquiry from local businesses Council has re-opened applications for Dining Pods for hospitality businesses in the municipality. Dining Pods will aid in managing the immediate challenges associated with the phased opening of business activity in response to COVID-19 by increasing already existing outdoor dining areas.

No decision has been made about the future of the pods although the use of them for events and in public spaces has been considered.

QUESTION 4: Jacquie Kelly

Considering that Save Swan Hill Serenity Action Group's cornerstone points are:

- 1. Preventing Circuit Training by visiting aircraft only would mean a curfew is unnecessary.**
- 2. Banning Circuit Training by VISITING aircraft will not effect LOCAL small scale pilot training operators like Mr Christie & Mid Murray Flying Club.**
- 3. A ban on visiting planes doing Circuit training will NOT impact other visiting recreational, tourist or business aircraft coming to Swan Hill - it will be business as usual.**
- 4. There is no economic benefit to Swan Hill from visiting aircraft doing circuit training as they do not stop or shop, just do circuits, stop & go's and return to home base (Mildura).**

Why did City officers not present a ban as an option?

The Chief Executive Officer, John McLinden replied: Council officers presented a range of options for Councils consideration. Eight in all dealing with aerodrome access and user fees.

I refer to option 6 “Council introduce a curfew with different hours than suggested in this report”. That option provided Council with an infinite range of possibilities.

Councillors make their own decision based on what they think is best for the community. No Councillor is bound to accept the advice of officers.

Council has made the decision to introduce a curfew for all aircraft doing circuit training at Swan Hill and Robinvale between the hours of 10pm and 7am.

This decision is being implemented.

134/21 Motion

MOVED Cr Jeffery

That Standing Orders be resumed at 2.09pm.

SECONDED Cr Benham

The Motion was put and CARRIED

- **Open Forum**

Physical attendance for the public was not possible at this meeting due to COVID-19 restrictions.

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.

135/21 Motion

MOVED Cr McPhee

That Council adopt the Child Safe Standards Policy as presented.

SECONDED Cr Jeffery

The Motion was put and CARRIED

| | |
|---------------------|--|
| 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.

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| 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.

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| 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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| Child safe standards policy CPOL/STAFF143 | | |
| Version: 1.2 | This document is uncontrolled when printed | Page 3 of 4 |

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 them to operate near open food businesses and 12% want no restrictions.

SECTION B - REPORTS

21 September 2021

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.

SECTION B - REPORTS

21 September 2021

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.

136/21 Motion

MOVED Cr Benham

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.**

SECONDED Cr Jeffery

The Motion was put and CARRIED



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 | |
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| | | |
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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.

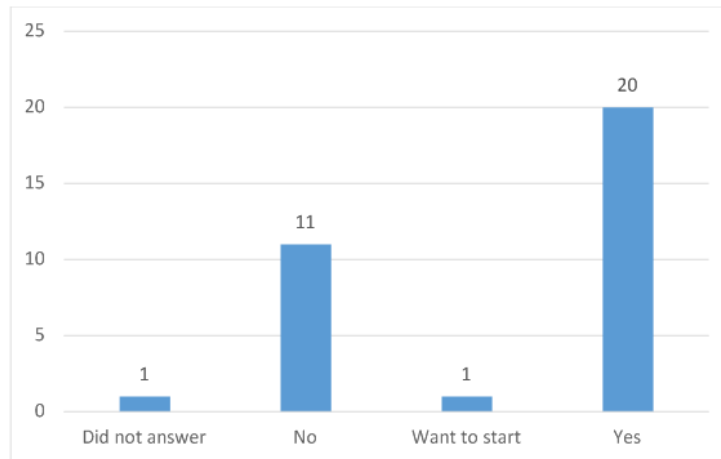
The surveys were promoted on Council's website, social media, newspapers and on the radio throughout the month of July.

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.

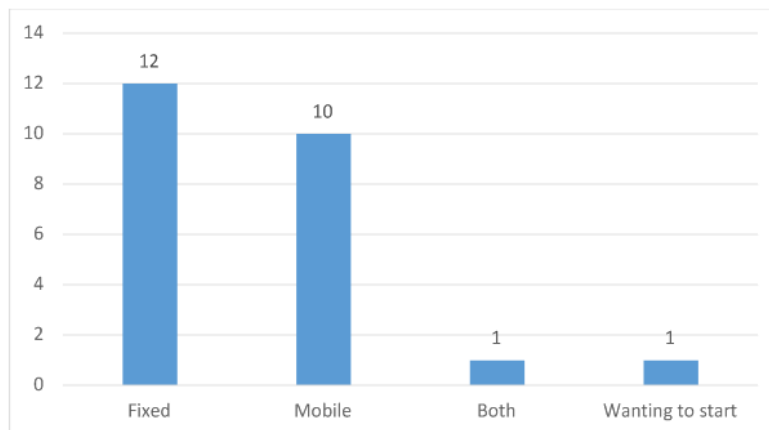
Question 1 – Do you currently own, or are wanting to start, a food business (fixed or mobile)?

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.



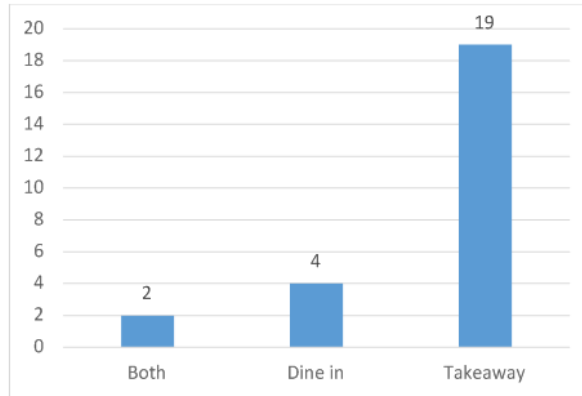
Question 2 – What is the type of food business?

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.

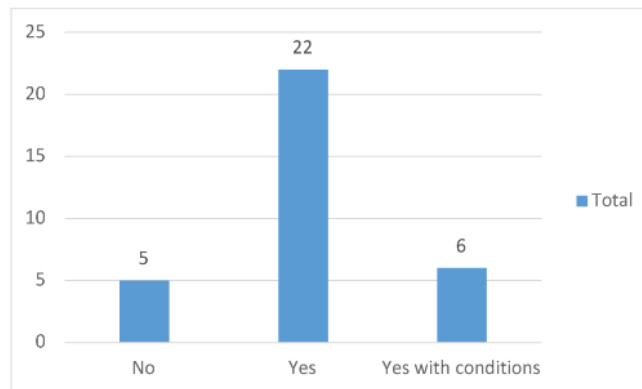


Question 4 – Do you support allowing mobile food traders to sell from public land? Why / Why not?

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:

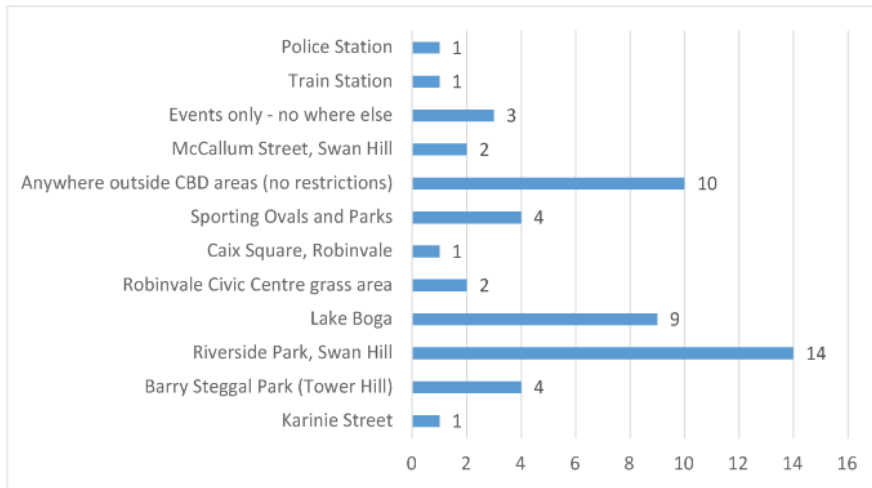
- Mobile food vans may improve the diversity and accessibility of food available to community and attract tourists.
- Important to ensure that there is appropriate controls in place to balance fixed food businesses and mobile food business (e.g. location and times of operation, types of food offered, 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?

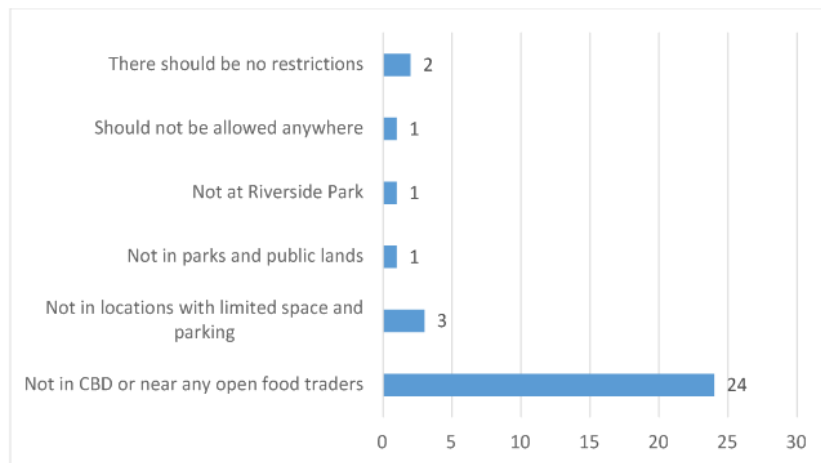
32 respondents answered this question, with the majority of responders providing more than one location or idea. The responses have been tallied and provided in the table below. Verbatim responses can be found in the appendixes.

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?

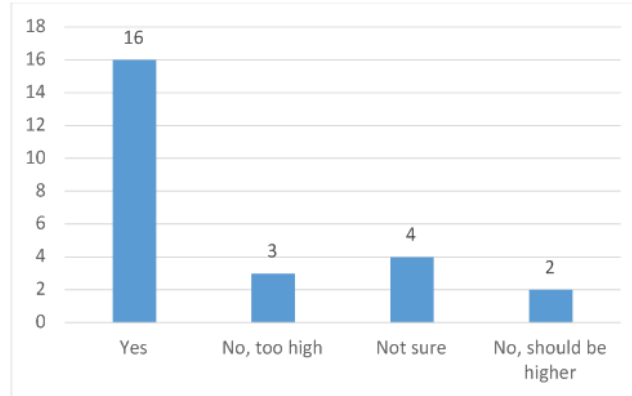
32 respondents answered this question. The responses have been tallied and provided in the table below. Verbatim responses can be found in the appendixes.



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.

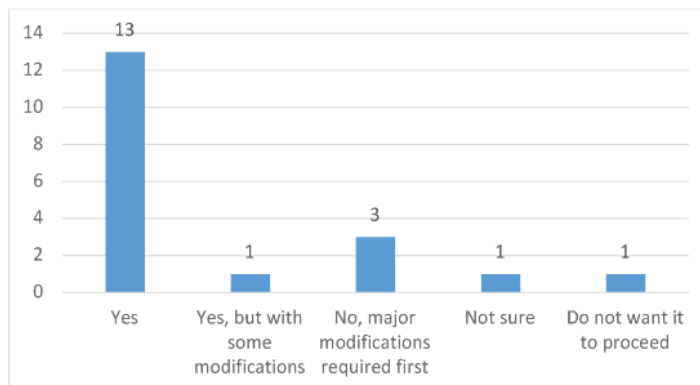


Question 8 – Are the requirements within the Mobile Food Traders Code of Practice appropriate? If not, what would you like changed?

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

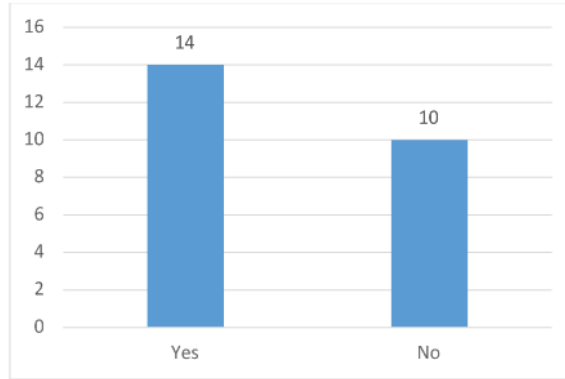
The modifications requested included:

- 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

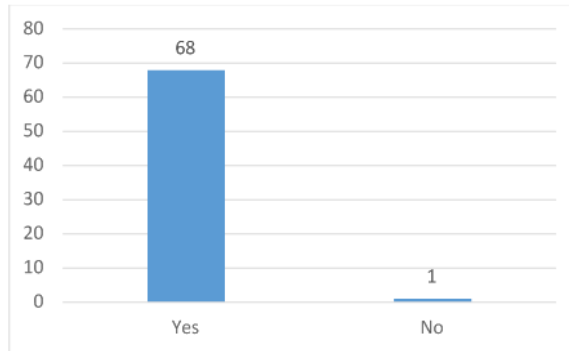
Please note: There was 89 responses from 102 people so it appears that some people completed this survey more than once.

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.

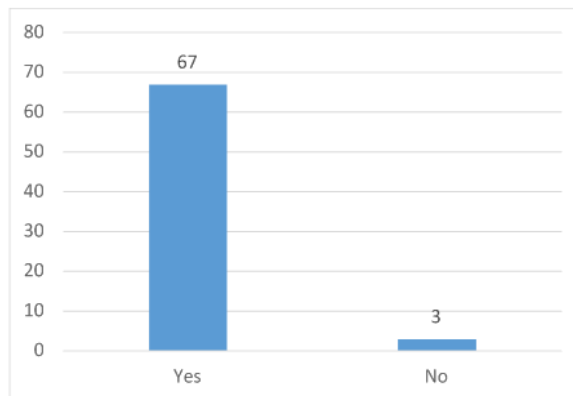
Leading themes from the comments:

- 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,



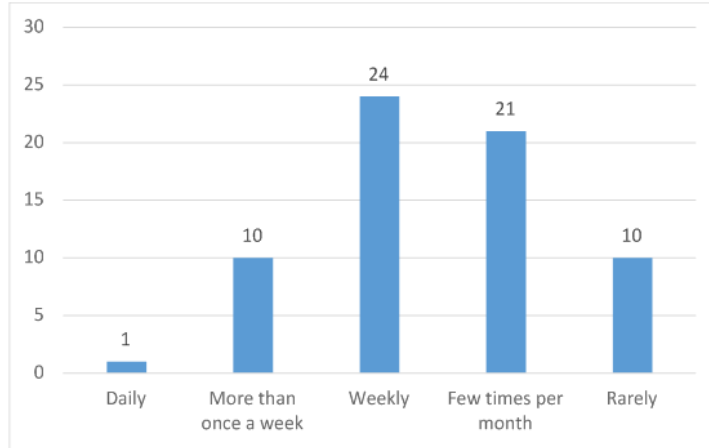
Question 2 – Have you purchased food from a mobile food trader in another town? What was your experience like?

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.



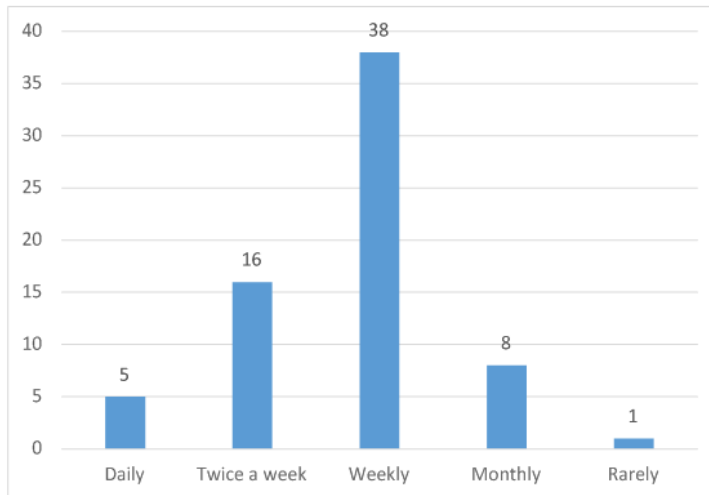
Question 3 – How often do you dine in at local cafes or restaurants?

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.



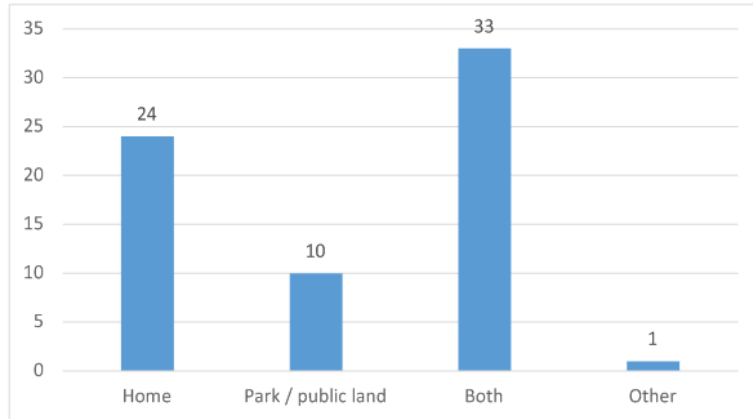
Question 4 – How often do you purchase takeaway food from local businesses?

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?

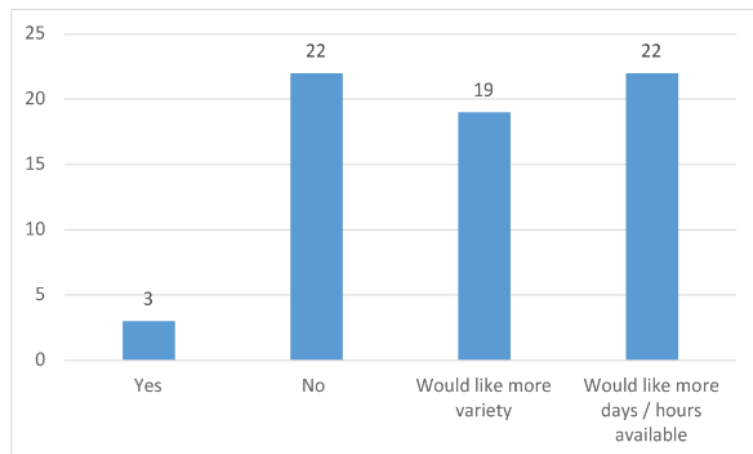
68 respondents answered this question, with the majority of responders eating at both home and public parks depending on the weather (33). 24 of the respondents preferred to take their takeaway meals home, and 10 preferred to eat outside at a park or riverside.



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.

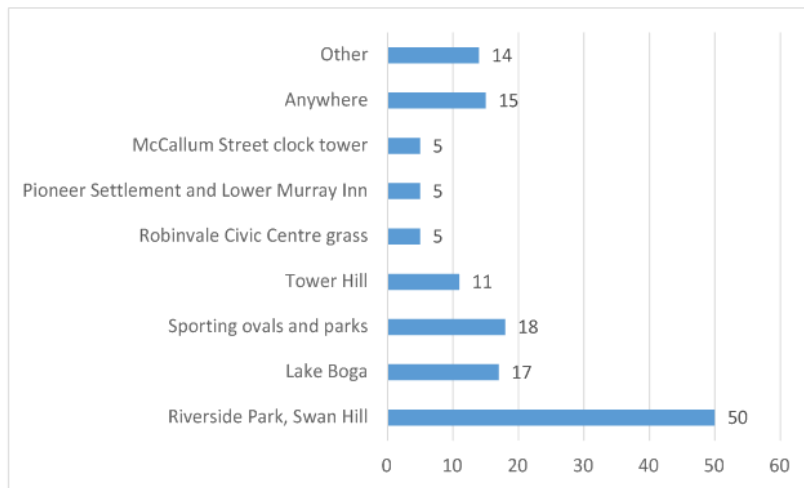
Majority of respondents said that they have not had issues with food availability (22). A number of the respondents said that food was available but that they would like more variety of choice (19), or that they would like more food availability at certain times (22) including late afternoons, weekends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

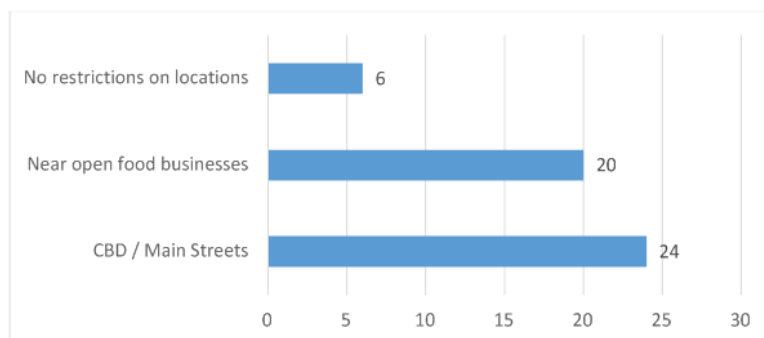
The locations with the highest responses were Riverside Park, Swan Hill (50), all sporting ovals and parks (18), Lake Boga (17) anywhere (15) and Tower Hill (11). A smaller number of people requested McCallum Street behind the clock tower (5), Robinvale Civic Centre grass area (5) and the Pioneer Settlement, 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?

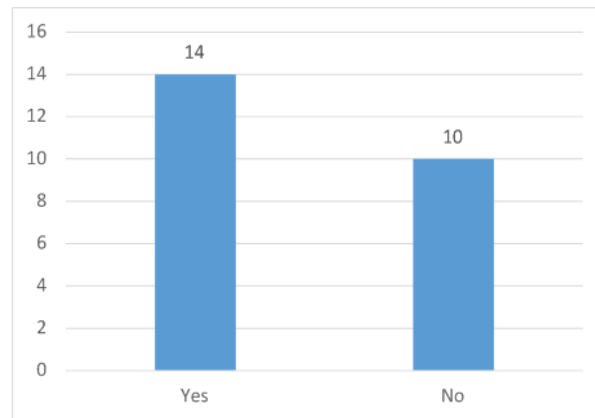
54 respondents answered this question, with some respondents giving more than one answer. The responses have been tallied and provided in the table below. Verbatim responses can be found in the appendixes.

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 |
| Ffortnightly |
| 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! |
| Atleast 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. |

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| 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 |

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| 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 |

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| 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. |

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| 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 |

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| 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 |

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| 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, |

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| 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 |

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| 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 |

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| 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 |

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| 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. |

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| 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**

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| 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).

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.

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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

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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.

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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 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

SECTION B - REPORTS

21 September 2021

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.

| 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> |

| | |
|--|---|
| Amenity The subdivision will negatively affect the area due to increased density, especially character and biodiversity. | The subdivision meets the minimum lot size stipulated by the Low Density Residential Zone within the Swan Hill Planning Scheme. |
|--|---|

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 liters 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 – | | Powercor |

| | | | | |
|--|--|-------------------------------------|--|---------------|
| | | Electricity Industry Act 2000 | | Australia Ltd |
|--|--|-------------------------------------|--|---------------|

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".

137/21 Motion

MOVED Cr McPhee

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.

Grounds of refusal:

The proposed subdivision compromises the existing neighbourhood character by allowing decreased street frontages and increasing access points.

The proposed subdivision has the potential to increase stormwater discharge resulting in a strain on the existing drainage infrastructure.

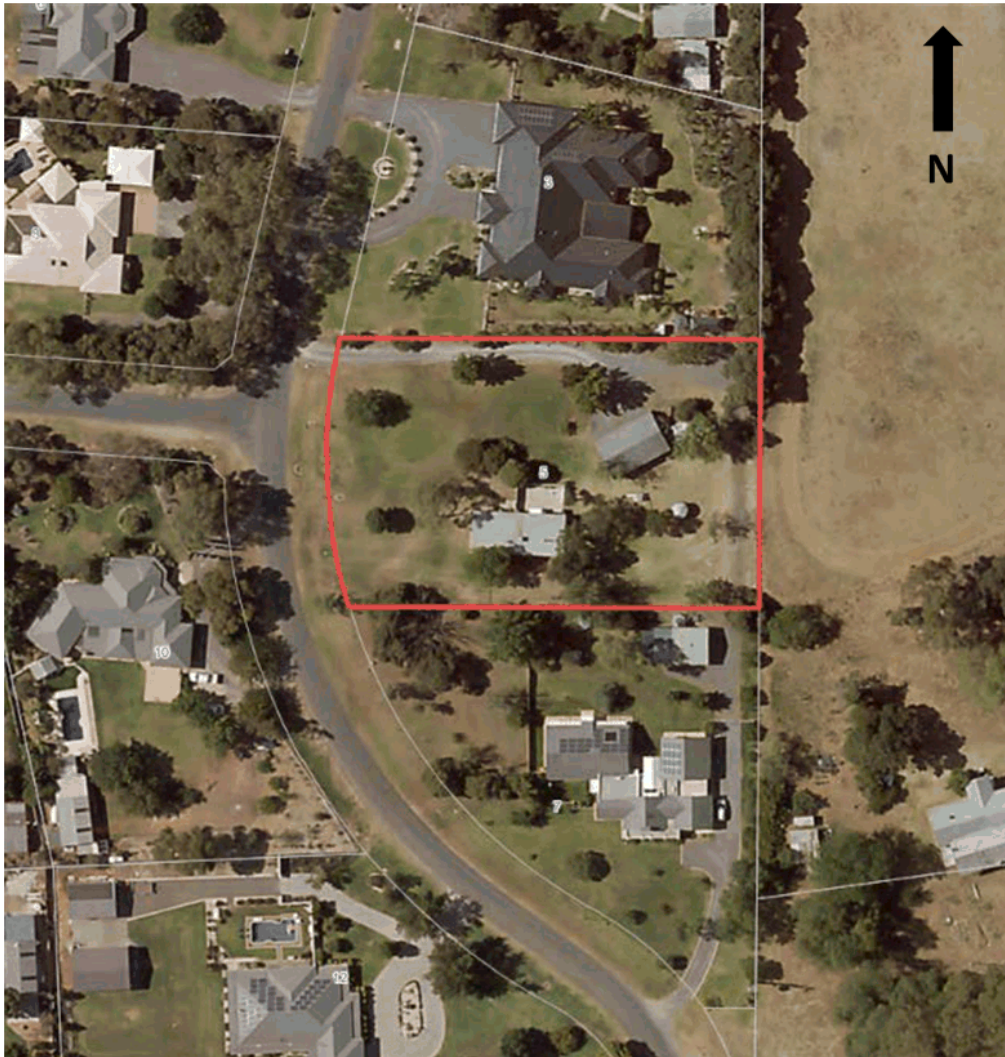
SECONDED Cr Benham

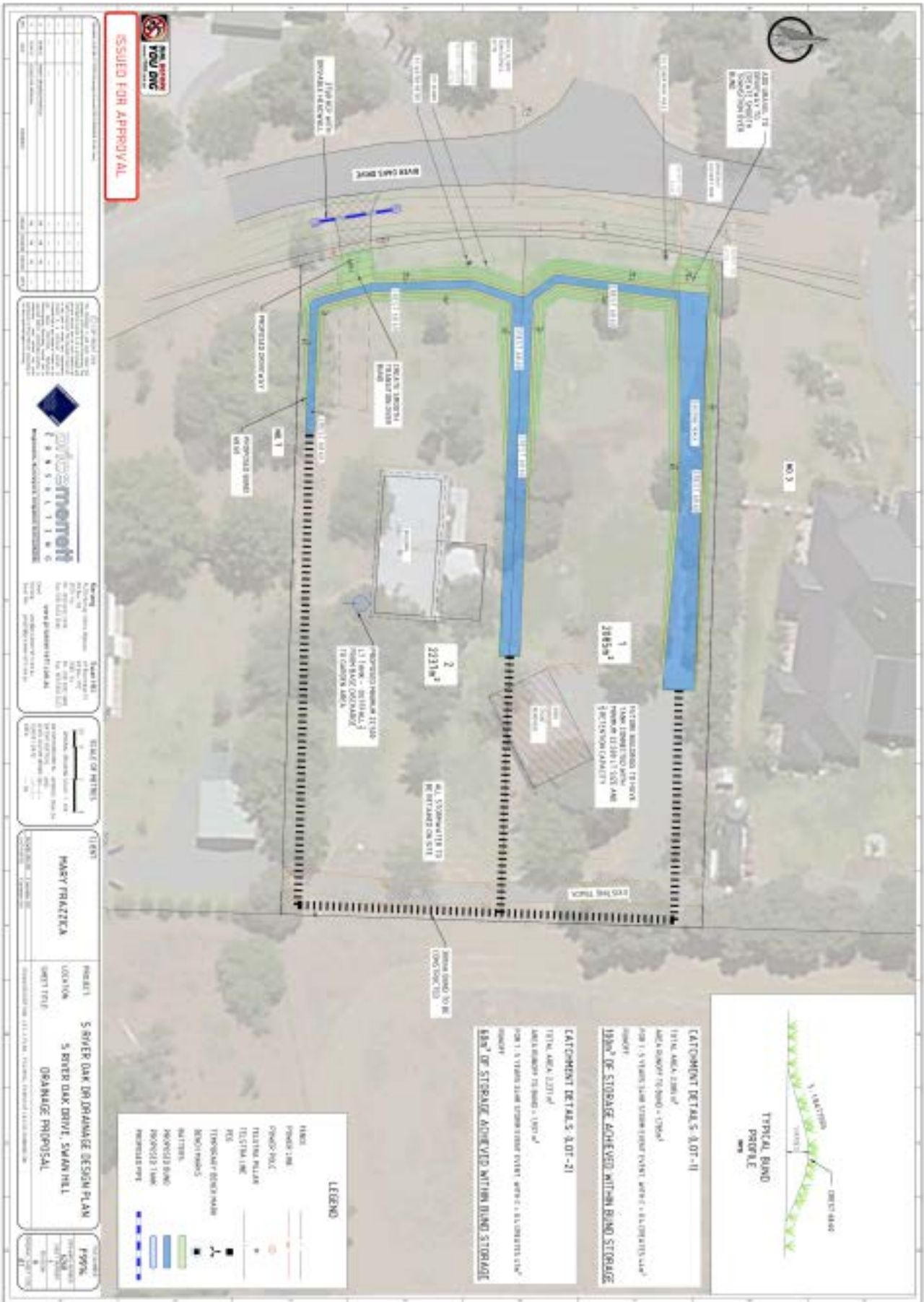
The Motion was put and CARRIED

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.

138/21 Motion

MOVED Cr Jeffery

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

SECONDED Cr Young

The Motion was put and CARRIED



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 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 Rates compared to property values [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 Expenses per property assessment [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. |

PERFORMANCE STATEMENT

Financial Performance Indicators continued

| 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 | - | - | Indicator retired in 2020. |
| 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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Swan Hill Rural City Council

2020/2021 Financial Report

Annual Financial Report

for the year ended 30 June 2021

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Swan Hill Rural City Council

2020/2021 Financial Report

Annual Financial Report
for the year ended 30 June 2021**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

2020/2021 Financial Report

Annual Financial Report
for the year ended 30 June 2021

Victorian Auditor-General's Office Report

Insert VAGO Report here

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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)

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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 |
|---|-------|-----------------------------------|-----------------------------------|
| | Notes | Inflows/ (Outflows) \$ '000 | Inflows/ (Outflows) \$ '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

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

| | 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.

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 |
|---------------------------------------|-----------------|-----------------|
| 3.2 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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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 |
|--|-----------------|-----------------|
| 3.4 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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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 |
|--|-----------------|-----------------|
| (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

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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 |
|---|-----------------|-----------------|
| 3.5 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

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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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2020/2021 Financial Report

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

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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

2020/2021 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2021

Note 5. Our financial position (continued)

| | 2021 | 2020 |
|--|---------|---------|
| | \$ '000 | \$ '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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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 |
|-----------------------------------|-----------------|-----------------|
| 5.2 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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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

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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 |
|--|--------------|--------------|

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

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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 |
|--|-----------------|-----------------|
|--|-----------------|-----------------|

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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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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Notes to the Financial Statements

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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Notes to the Financial Statements

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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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

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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

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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

2020/2021 Financial Report

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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Swan Hill Rural City Council

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:

| | | | | |
|---|---|---|----------------|------------|
| 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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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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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

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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

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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

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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

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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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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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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.

139/21 Motion

MOVED Cr Benham

That Council note the contents of this report.

SECONDED Cr Jeffery

The Motion was put and CARRIED

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 as an independent member of the Swan Hill Rural City Council Audit and Risk Committee for a three-year term commencing 18/11/2021.

140/21 Motion

MOVED Cr Jeffery

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

SECONDED Cr McPhee

The Motion was put and CARRIED

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.

141/21 Motion

MOVED Cr Benham

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.

SECONDED Cr King

The Motion was put and CARRIED

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.

DECISIONS WHICH NEED ACTION/RATIFICATION

21 September 2021

142/21 Motion

MOVED Cr Benham

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

SECONDED Cr Jeffery

The Motion was put and CARRIED

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.

143/21 Motion

MOVED Cr McPhee

That Council note the contents of the report.

SECONDED Cr Jeffery

The Motion was put and CARRIED

**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.

144/21

MOVED Cr King

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.**

SECONDED Cr Benham

The Motion was put and LOST

SECTION E – FORESHADOWED ITEMS

Nil

SECTION F – URGENT ITEMS NOT INCLUDED IN AGENDA

Nil

SECTION G – TO CONSIDER & ORDER ON COUNCILLOR REPORTS

Councillor

Cr Les McPhee

List events / meeting you have attended

| Date | Organisation / Group | Details (if relevant) |
|------------|--|----------------------------|
| 14/09/2021 | Swan Hill Needs a New Hospital Committee | Update of Hospital Upgrade |

Councillor

Cr Stuart King

List events / meeting you have attended

| Date | Organisation / Group | Details (if relevant) |
|------------|-----------------------------|-----------------------|
| 20/09/2021 | Swan Hill Inc Board Meeting | |

Councillor

Cr Ann Young

List events / meeting you have attended

| Date | Organisation / Group | Details (if relevant) |
|-----------|--|-----------------------|
| 23/8/2021 | Art Gallery Advisory Meeting Committee | |
| 14/9/2021 | Swan Hill needs a new hospital | |
| 15/9/2021 | Woorinen Progress Association | |
| 16/9/2021 | Manangatang Improvement Group | |

Councillor

Cr Les McPhee

List events / meeting you have attended

| Date | Organisation / Group | Details (if relevant) |
|------------|--|----------------------------|
| 14/09/2021 | Swan Hill Needs a New Hospital Committee | Update of Hospital Upgrade |

Councillor submitting this form

Cr Jade Benham

List events / meeting you have attended

| Date | Organisation / Group | Details (if relevant) |
|---------------|---------------------------------------|---------------------------------|
| 27th August | Robinvale Leisure Centre | Design feedback forum |
| 1st September | MAV Resilience and Wellbeing Workshop | Councillor development training |
| 1st September | Robinvale College | School council meeting |
| 9th September | Audit & Rick Committee | Committee meeting |
| | | |

Councillor

Cr Bill Moar

List events / meeting you have attended

| Date | Organisation / Group | Details (if relevant) |
|------------|--|-----------------------|
| 18/08/2021 | Woorinen District Progress | |
| 20/08/2021 | David Hackett – Afghan Refugee Advocacy | |
| 25/08/2021 | Decriminalization of sex work in Victoria –Zoom meeting | |
| 2/09/2021 | Suzanna Sheed (independent Member – Shepparton) re Vaccine Strategy and Vulnerable groups | |
| 3/09/2021 | Ann Webster and various industry Leaders – Quarantine facility in Mildura for overseas workers | |

| | | |
|------------|---|--|
| 9/09/2021 | Statewide Mayoral briefing | |
| 10/09/2021 | MAV Workcare update | |
| 13/09/2021 | Border Representatives Group with Mary-Anne Thomas, Minister for Ag (Victorian) | |
| 14/09/2021 | Swan Hill Needs a New Hospital Committee | |

SECTION H – IN CAMERA ITEMS

145/21 Motion

MOVED Cr McPhee at 3.11pm

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

SECONDED Cr King

The Motion was put and CARRIED

146/21 Motion

MOVED Cr McPhee

That the meeting move out of closed session at 3.22pm

SECONDED Cr King

The Motion was put and CARRIED

SECTION I – DECISIONS MADE IN CAMERA

**B.21.83 PROPOSED SALE OF COUNCIL PROPERTY- 9 CONDELEY STREET
ULTIMA LOT 1 TP822086 – PARISH OF ULTIMA**

147/21 Motion

MOVED Cr McPhee

That Council:

- 1. Propose to sell 9 Condeley Street - 1/TP822086 – Parish of Ultima**
- 2. Give public notice to sell the properties by private treaty, seeking submissions on the proposed sale pursuant to S114 of the Local Government Act 2020.**
- 3. If no submissions to the sale of the properties are received, authorise officers to negotiate with suitable person(s) to sell Lot 1/TP822086 in the Parish of Ultima by Private Treaty.**

SECONDED Cr King

The Motion was put and CARRIED

**B.21.84 TENDER OUTCOME FOR THE CONSTRUCTION SWAN HILL SOCCER
PAVILION KEN HARRISON RESERVE**

148/21 Motion

MOVED Cr Jeffery

That Council awards the contract for the construction of Swan Hill Soccer Pavilion at Ken Harrison Reserve to Condely Constructions Pty Ltd for the sum of \$1,259,200.

SECONDED Cr Benham

The Motion was put and CARRIED

There being no further business the Mayor, Councillor Bill Moar closed the meeting at 3.22pm.