



MINUTES

SCHEDULED MEETING OF COUNCIL

Tuesday, 18 October 2022

Held at the Swan Hill Town Hall
McCallum Street, Swan Hill
Commenced at 2pm

COUNCIL:

Cr J Benham – Mayor

Cr B Moar
Cr A Young
Cr LT McPhee
Cr C Jeffery
Cr S King
Cr N McKay

Confirmed 15 November 2022

Chairperson.....

SECTION A – PROCEDURAL MATTERS	3
SECTION B – REPORTS.....	6
B.22.85 2021/22 SERVICE PERFORMANCE REPORT – INCLUDING LOCAL GOVERNMENT PERFORMANCE REPORTING FRAMEWORK INDICATORS.....	6
B.22.86 COUNCIL PLAN – PROGRESS REPORT FOR THE FIRST QUARTER OF 2022/23	36
B.22.87 GIFTS, BENEFITS AND HOSPITALITY POLICY AND PROCEDURE.....	68
B.22.88 PLANNING PERMIT APPLICATION 2022-060 124 LAE ROAD ROBINVALE - PROPOSED SUBDIVISION IN THE FARMING ZONE.....	82
B.22.89 PLANNING PERMIT APPLICATION 2022-043 157A RIVER ROAD SWAN HILL USE AND DEVELOPMENT OF LAND FOR A DWELLING.....	92
B.22.90 EVENT SUPPORT FUND REQUEST SWAN HILL TWILIGHT CHRISTMAS MARKET 2022.....	119
SECTION C – DECISIONS WHICH NEED ACTION/RATIFICATION	123
C.22.17 SIGN & SEAL REPORT	123
C.22.18 COUNCILLOR ASSEMBLIES - RECORD OF ATTENDANCE AND AGENDA ITEMS	125
SECTION D – NOTICES OF MOTION.....	130
D.22.5 UPGRADE TO LONG LAKE ROAD, LAKE BOGA AND THE INTERSECTION WITH MURRAY VALLEY HIGHWAY.....	130
SECTION E – FORESHADOWED ITEMS	133
SECTION F – URGENT ITEMS NOT INCLUDED IN AGENDA	133
SECTION G – TO CONSIDER & ORDER ON COUNCILLOR REPORTS.....	133
SECTION H – IN CAMERA ITEMS	135
B.22.82 IN CAMERA CONSIDERATION OF CONFIDENTIAL REPORT	135
B.22.83 IN CAMERA CONSIDERATION OF CONFIDENTIAL REPORT	135
B.22.84 IN CAMERA CONSIDERATION OF CONFIDENTIAL REPORT	135
SECTION I – DECISIONS MADE IN CAMERA.....	136
B.22.82 POSSIBLE LAND ACQUISITION	136
B.22.83 VACANT RESIDENTIAL LAND	136
B.22.84 BUTTERWORTH ST – ROAD & DRAINAGE UPGRADE	137

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.

“Swan Hill Rural City Council acknowledges the traditional custodians of the land on which we meet, and pays its respects to their elders, past and present.”

- **Prayer**

Cr Les McPhee read the prayer.

We beseech you Lord, that we may be granted wisdom, understanding and sincerity of purpose, in the decisions we are called on to make for the welfare of the people of the Rural City of Swan Hill.

- **Apologies/Leaves of Absence**

Cr Jade Benham – On leave of absence

Cr Stuart King – Apology

Cr Chris Jeffery – Apology

127/22 Motion

MOVED Cr McPhee

That the apologies be accepted.

SECONDED Cr McKay

The Motion was put and CARRIED

- **Directors/Officers Present**

Scott Barber, Chief Executive Officer

Heather Green, Director Development and Planning

Bhan Pratap, Director of Corporate Services

Svetla Petkova, Director of Infrastructure

Helen Morris, Organisational Development Manager

Kate Jewell, Development Manager

Terri McCormick, Executive Support Officer

Sharon Lindsay, Executive Assistant

- **Confirmation of Minutes**

- 1) Scheduled Meeting Of Council held on 20 September 2022

128/22 Motion

MOVED Cr McKay

That the minutes of the Scheduled Meeting of Council held on 20 September 2022 be confirmed.

SECONDED Cr McPhee

The Motion was put and CARRIED

- **Disclosures of Conflict of Interest**

Nil

- **Joint Letters and Reading of Petitions**

Nil

- **Public Question Time**

Nil

129/22 Motion

MOVED Cr McPhee

That standing orders be suspended at 2.03pm.

SECONDED Cr McKay

The Motion was put and CARRIED

The Acting Mayor Cr Bill Moar noted the recent passing of William Richards a former Councillor for the City of Swan Hill from 1973-1988. Who retired from Council on 12/07/1988.

During his time he was Mayor in 1977, 1978 & 1982. He was awarded an MBE in June 1980.

Councillor Richards also served on the following committees:

Finance Committee
Elderly Citizens Clubrooms

Basketball Stadium
Sun Centre Tourism Corporation
Regional Library Committee
Family Welfare Group
Ladies Restrooms
Regional Fire
CFA Local Advisory Committee
Northern Mallee Regional Committee for Commonwealth Grants Commission
General Purposes Committee
Municipal Association of Victoria
North West Municipalities Association
Finance, Legal & Administration Committee
Health & Community Welfare Committee
Industry, Promotion & Tourism Committee
Public Works Committee
Town Planning Committee
Parks, Recreation & Properties Committee
Race course & Golfcourse Pavilion Committee
Weights & Measures Union
FACS
Major Projects Committee
Technical School Advisory Committee
Murray Valley Development League
Ken Harrison Sporting Complex
Netball Courts Committee
Provincial Cities & Towns Committee
Murray Valley League
Alan Garden Reserve
Industrial Committee
Cultural Committee
Human Resources Committee
Tourism & Public Relations Committee
City Bowling Club Committee
Mallee Sports Assembly

130/22 Motion

MOVED Cr McKay

That Standing Orders be resumed at 2.04pm.

SECONDED Cr McPhee

The Motion was put and CARRIED

• **Open Forum**

Nil

SECTION B – REPORTS

B.22.85 2021/22 SERVICE PERFORMANCE REPORT – INCLUDING LOCAL GOVERNMENT PERFORMANCE REPORTING FRAMEWORK INDICATORS

Responsible Officer: Director Corporate Services
File Number: S16-39-01
Attachments: 1 2021/22 Service Performance Report

Declarations of Interest:

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

Summary

A requirement of the Service performance principles s106 of the Local Government Act 2020 is the setting of Quality and Cost Standards for Council services and annual reporting against these standards to the community.

This report contains the actual performance for Council services against the quality and cost targets and Local Government Performance Reporting Framework Indicators set for 2021/22.

Discussion

The Local Government Act 2020 requires Council to review its operations to ensure that the services provided to the community represent 'Good Value'.

Good Value requires that quality and cost standards be developed for each major service area. The standards assist the community in determining whether a service is effective (quality) and efficient (cost). Quality and Cost standards and targets are prepared for each major service area, and recommendations have been made to review selected targets for the 2021/22 reporting period.

With the introduction of the Local Government Performance Reporting Framework (LGPRF) and mandatory reporting indicators, officers have taken the opportunity to review and align our standards with the LGPRF and have included the results in the Service Performance report.

The attached report details the actual result achieved and explanations on variations where targets have not been achieved.

Council currently reports on 138 Quality and Cost Standards across 10 service groups.

SECTION B - REPORTS

18 October 2022

The tables below provide a brief summary of achievements for the year. Details and variance explanations can be found in the attached report.

Service Group	Number of standards/indicators				Total
	Exceeded	Achieved	Not achieved	Not applicable	
Transport Services (page 2)	7	2	2	0	11
Family and Children's Services (page 4)	3	1	1	0	5
Economic Prosperity (page 6)	2	2	3	1	8
Community Care Services (page 7)	1	3	4	0	8
Community Wellbeing (page 8)	2	1	4	0	7
Waste Management (page 11)	1	0	2	0	3
Community Amenity (page 13)	6	1	2	0	9
Recreation, Culture and Leisure Services (page 15)	8	1	28	0	37
Organisational Support (page 20)	10	16	13	1	40
Governance and Leadership (page 24)	3	0	7	0	10
Total	43	27	66	2	138
Achieved in 2021/22	31%	19.5%	48%	1.5%	100%
Achieved in 2020/21	33%	15%	49%	3%	100%

Service Group	Number of standards/indicators			Total
	Within expected range	Outside expected range	Not applicable	
LGPRF				
Transport Services (page 2)	4	1	-	5
Family and Children's Services (page 5)	5	0	-	5
Community Wellbeing (page 8)	9	4	-	13
Waste Management (page 11)	4	1	-	5
Recreation, Culture and Leisure Services (page 15)	6	1	-	7
Governance and Leadership (page 24)	5	0	-	5
Total	33	7	-	40
Achieved in 2021/22	82.5%	17.5%	-	100%
Achieved in 2020/21	90%	10%	-	100%

Consultation

The Quality and Cost Standards and LGPRF indicators have been reviewed in consultation with the employees responsible for each service and members of the Executive Leadership Team.

Financial Implications

Not applicable

Social Implications

Not applicable

Economic Implications

Not applicable

Environmental Implications

Not applicable

Risk Management Implications

Failing to report on Councils Service Performance would not comply with the Local Government Act 2020.

Council Plan Strategy Addressed

Leadership - Excellent management and administration.

Options

Council may choose to adopt or amend the recommendation.

Recommendations

That Council:

- 1. Adopt the Service Performance Report as presented.**
- 2. Adjust the 2021/2022 targets as indicated in the report.**

131/22 Motion

MOVED Cr McKay

That Council:

- 1. Adopt the Service Performance Report as presented.**

SECONDED Cr Young

The Motion was put and LOST

MOVED Cr Les McPhee

- 1. Adopt the Service Performance Report as presented.**
- 2. Adjust the 2021/2022 targets as indicated in the report.**

The Motion LAPSED due to want of a SECONDER

Swan Hill Rural City Council Service Performance Report 2021/22

Quality and Cost Standards and Local Government Performance Reporting Framework Indicators

Service Group	Number of standards/indicators				
Quality/Cost Standard	Exceeded	Achieved	Not achieved	Not applicable	Total
Transport Services (page 2)	7	2	2	0	11
Family and Children's Services (page 4)	3	1	1	0	5
Economic Prosperity (page 6)	2	2	3	1	8
Community Care Services (page 7)	1	3	4	0	8
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Total	33	7	-	40
Achieved in 2021/22	82.5%	17.5%	-	100%
Achieved in 2020/21	90%	10%	-	100%

Transport Services

(Report adopted by Council December 2002)

Programs included within this service group:

Footpaths

Aerodromes

Roads - sealed and unsealed

Footpaths

Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Grinding metres/year	100 ⁽¹⁾	66 ⁽²⁾	68	79
Replacement square metres/year	1,500 ⁽³⁾	440 ⁽⁴⁾	475	1,365
Average response time to address service requests Weeks	2	1	1	1
Number of service requests received that address issues on footpaths	50	43	45	44
Average maintenance expenditure per square metre of footpath Total cost to maintain footpaths / Total square metres of footpaths	\$2.20	\$0.82 ⁽³⁾	\$0.92	\$0.81

Variance comments:

- (1) Recommend updating target to be <100 grinding metres per year.
- (2) Council's Road Management Plan inspections identified less defects that required grinding.
- (3) Recommend updating target to be <1,500 replacement square metres per year.
- (4) Council's Road Management Plan inspections identified less defects requiring replacement.
- (5) Expenditure for 2021/22 was reduced due to staff resourcing issues.

Aerodromes

Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Maintain Swan Hill and Robinvale aerodromes in accordance with Civil Aviation Regulation	100%	100%	100%	100%
Cost increase in maintenance of aerodromes Cost increase in Net Operating Result does not exceed 6% to previous year.	6%	-5.05% ⁽¹⁾	-20.12%	16.28%

Variance comment:

- (1) Swan Hill Aerodrome works changing the Natural Surface runway to Gravel and other Runway and taxiway upgrades helped reduce maintenance costs as a result of reduced mowing and weed control.

Service Performance Report 2021/22 – Transport Services

Roads				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Completion of asset inspection as per the Road Management Plan	100%	100%	100%	100%
Average response time to address service requests Weeks	3	1	1	1
Number of Service Requests received that address issues on unsealed roads:	100	120	112	123
Average cost to re-sheet a square metre of unsealed road Total cost of re-sheeting / Square metre of re-sheeting	\$4.20	\$5.10 ⁽¹⁾	\$6.45	\$7.14
LGPRF Indicator	Target	2021/22	2020/21	2019/20
Sealed local road requests Number of sealed local road requests per 100 kilometres of sealed local roads. Expected range: 10 to 120 requests.	10-120	5.96 ⁽²⁾	6.78	6.87
Sealed local roads below the intervention level Number of kilometres of sealed local roads below the renewal intervention level set by Council / Kilometres of sealed local roads. Expected range: 80 - 100%	80-100%	99.37%	99.28%	99.28%
Cost of sealed local road reconstruction Direct cost of sealed local road reconstruction / Square metres of sealed local roads reconstructed. Expected range: \$20 - \$200.	\$20 - \$200	\$59.36 ⁽³⁾	\$33.26	\$30.75
Cost of sealed local road resealing Direct cost of sealed local road resealing / Square metres of sealed local roads resealed. Expected range: \$4 - \$30.	\$4 - \$30	\$4.80 ⁽⁴⁾	\$5.58	\$4.98
Satisfaction with sealed local roads Community satisfaction rating out of 100 with how Council has performed on the condition of sealed local roads. Expected range: 50 – 100.	50-100	51	52	44

Variance comments:

- (1) Slightly higher cost due to larger rocks extracted from quarry and requirement to engage contractor to crush.
- (2) Council's sealed road length has increased as the Register of Public Roads has been updated to include Dual Carriage ways and slip lanes as separate roads. Sealed roads increased from 881km to 957km. The number of requests was similar to previous years.
- (3) In 2021/22 Road reconstruction of more remote roads have resulted in higher transport costs and Council has also experienced higher material costs as compared to previous years.
- (4) In 2021/22 an increased focus on rural roads resealing has resulted in large scale sealing works and associated costs savings as compared to shorter segments urban roads.

Service Performance Report 2021/22 – Family and Children's Services

Family and Children's Services

(Report adopted by Council September 2002)

Programs within this service:

Out Of School Hours Child Care consisting of:

- Before and After School Child Care
- Vacation Child Care
- Mobile Vacation Child Care

Preschools

Maternal and Child Health

Out of School Hours Child Care				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Meet the outcomes of the funding and service agreements Including licensing, children's regs and accreditation	100%	100%	100%	100%
Average cost to families per hour of care	\$4.61	\$3.37 ⁽¹⁾	\$2.68	\$2.56

Variance comments:

- ⁽¹⁾ Families receive government support in the form of a Child Care Subsidy to assist with the cost of child care fees. The Child Care Subsidy is means tested and the amount of subsidy the family receives depends on the family income. So the amount of Child Care Subsidy can vary as the family income varies and the amount the family must pay in fees will vary accordingly.

Maternal and Child Health				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Percentage of children enrolled from birth notifications received	98%	104% ⁽¹⁾	104%	100%
Percentage of children attending for 3.5 - 4 year old developmental assessment	70%	79% ⁽²⁾	84%	59%
Net cost to Council per consultation.	\$112.50	\$122.09 ⁽³⁾	\$56.22	\$109.19
LGPRF Indicator	Target	2021/22	2020/21	2019/20
Infant enrolments in MCH service Number of infants enrolled in the MCH service (from birth notifications received) / Number of birth notifications received. Expected range: 90 - 110%	90-110%	102.01%	102.21%	102.13%
Cost of MCH service Cost to Council of the MCH service / Hours worked by MCH nurses. Expected range: \$50 - \$200	\$50 - \$200	\$121.52 ⁽³⁾	\$109.86	\$91.19
Participation in the MCH service Number of children who attend the MCH service at least once (in the year)/Number of children enrolled in the MCH service. Expected range: 70 - 100%	70-100%	82.74%	80.05%	75.04%
Participation in MCH service by Aboriginal children Number of Aboriginal children who attend the MCH service at least once (in the year) / Number of Aboriginal children enrolled in the MCH service. Expected range: 60 - 100%	60-100%	77.50%	76.26%	66.20%
Participation in 4-week key age and stage visit The percentage of infants enrolled in the MCH service who participated in 4-week key age and stage visit	90-110%	95.99%	94.01%	96.65

Service Performance Report 2021/22 – Family and Children's Services

Variance comments:

- (1) Increased percentages of children enrolled from birth notifications due to increased number of infants from NSW communities enrolling in service
- (2) Impacts of COVID-19 resulting in reduced client visits for Key Age and Stage Consultations.
- (3) Costs for 2021/22 increased with the lease and set up of a new Enhanced Maternal and Child Health space to accommodate increased service provision.

Service Performance Report 2021/22 – Economic Prosperity Services

Economic Prosperity Services

(Report adopted by Council February 2003)

Programs within this service:

Economic Development Unit

Swan Hill Livestock Exchange

Tower Hill Estate development

Economic Development				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Achieve population growth for the municipality	0.1%	-0.3% ⁽¹⁾	-0.6%	-0.5%
Achieve an unemployment rate lower than the average for Rural and Regional Victoria	4%	2.7%	2.7%	3.8%
Total number of visitors to the Swan Hill Region Information Centre	-	8,020 ⁽²⁾	12,777	13,410

Variance comment:

- (1) Remplan Victoria 2022 reports a population growth decrease by around 60 people for the year.
- (2) The total visitation number to the information centre dropped significantly due to the borders reopening and visitors travelling to other states

Swan Hill Livestock Exchange				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Maintain National Saleyards Quality Assurance (NSQA) and Meat Standards Australia (MSA) accreditation	100%	100%	100%	100%
Total turnover (Cattle plus Sheep and Goats) demonstrating contribution to the local economy	\$54.6m	\$38.7m ⁽¹⁾	\$43.36m	\$53.54m
Ratio of cost to operate the livestock exchange verses income generated (income from sales of cattle, sheep, goats, truck wash and agistment divided by the operational costs including depreciation and reserves)	1.00	0.80 ⁽²⁾	0.85	0.89

Variance comments:

- (1) The number of stock sold through the SHRLE over the financial year was 102,954 sheep and 10,140 cattle. Those numbers on 2020/21 were 120,764 and 15,600 respectively. The reduction in numbers is the main reason for the lower total revenue, although the prices were similar to the year prior.
- (2) The ratio of cost to income also depends heavily on the sale figures as many costs are fixed and do not depend on the sale volume, like staff costs, depreciation and compliance.

Service Performance Report 2021/22 – Economic Prosperity Services

Tower Hill Estate				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Subdivide and sell lots	18	16 ⁽¹⁾	19	32
Subdivision and sale costs of properties within Budget targets	Yes	Yes	Yes	Yes

Variance comments:

- ⁽¹⁾ The Tower Hill Stage 13 subdivision only contained 17 lots. 16 lots were sold with 1 lot retained by Council for the Increase Housing Supply - Swan Hill Project in the 10 Year Major Projects Plan.

Community Care Services

(Report adopted by Council February 2003)

Programs within this service:

Client assessments

General Home, Personal and Respite Care

Food services

Aged Accommodation

Senior Citizen centres

Community Care Services				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Client Needs				
Review of existing clients to assess appropriateness of service levels, whether service standards are being achieved and to reassess the needs of the client				
<ul style="list-style-type: none"> High needs clients Medium needs clients Low needs clients 	100%	100%	100%	100%
	80%	80%	80%	80%
	70%	70%	70%	70%
Average cost per hour of service:				
<ul style="list-style-type: none"> General Home Care Personal Care Respite Care 	\$51.54	\$58.31	\$56.69	\$59.14
	\$53.72	\$75.00 ⁽¹⁾	\$63.38	\$64.28
	\$54.00	\$46.90 ⁽²⁾	\$49.80	\$53.45
Average cost per meal				
Total cost of Food Services Program / Number of meals delivered to clients	\$12.02	\$12.85	\$13.62	\$12.87
Senior Citizen Centre's				
Total cost to operate Senior Citizen Centre's and related activities	\$11,500	\$19,772.34 ⁽³⁾	\$20,617.25	\$15,019.11

Variance comments:

- (1) The increase in Personal Care is due to a number of factors, and increase in Personal Care services which also includes assisted shopping services. Location of clients also affected the overall figure as there are a number of Personal Care shifts out of the main CBD in places such as Piangil, Vinifera and Nyah/Nyah West means an increase in travel cost.
- (2) Respite figures are down due to the service being cancelled by clients as a result of COVID-19 related issues.
- (3) Senior Citizen centres figures reflect the inconsistent use during COVID-19.

Service Performance Report 2021/22 – Community Wellbeing Services

Community Wellbeing Services

(Report adopted by Council June 2003)

Programs within this service:

Planning
 Building Department
 Regulatory Services – Animal Management
 Parking Control
 Food safety

Planning				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Average number of days required to issue planning permits	58	79 ⁽¹⁾	41	49
Cost per capita to maintain currency and appropriateness of the Planning Scheme Gross cost to Council / Population of the municipality	\$20	\$12.70	\$13	\$28
LGPRF Indicator	Target	2021/22	2020/21	2019/20
Time taken to decide planning applications The median number of days between receipt of a planning application and a decision on the application. Expected range: 30 – 110 days	30-110	79 ⁽¹⁾	41	49
Planning applications decided within 60 days Number of planning application decisions made within 60 days/Number of planning application decisions made. Expected range: 40 – 100%	40-100%	71.28% ⁽¹⁾	96.39%	85.53%
Cost of statutory planning service Direct cost of the statutory planning service/Number of planning applications received. Expected range: \$500 - \$4,000	\$500 - \$4,000	\$3,218 ⁽²⁾	\$2,675	\$3,417
Planning decisions upheld at VCAT Number of VCAT decisions that did not set aside council's decision in relation to a planning application/Number of VCAT Council decisions in relation to planning applications. Expected range: 30 – 100%	30-100%	0% ⁽³⁾	0%	0%

Variance comments:

- (1) The statutory planning department has had two long term vacancies leaving all planning applications to one planner.
- (2) Council encountered difficulties in the recruitment of several planning department staff, including a manager, and was required to engage contractors to undertake these roles, thereby leading to increased costs.
- (3) In 2021/22 one planning application was referred to VCAT and Council's decision was not upheld. Previous years have had no planning applications go to VCAT.

Service Performance Report 2021/22 – Community Wellbeing Services

Building Department				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Average number of days required to issue building permits	18	45 ⁽¹⁾	20	24.8
Net cost to Council per building permit (Profit)	\$305	\$112 ⁽¹⁾	\$149	\$56

Variance comments:

- (1) Staff resourcing - Having a Municipal Building Surveyor for 2 days a week for the whole of municipality.

Regulatory Services – Animal Management				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Average cost to Council to enforce Local Laws per registered animal	\$89.00	\$98.73 ⁽¹⁾	\$72.59	\$70.02
LGPRF Indicator	Target	2021/22	2020/21	2019/20
Time taken to action animal management requests				
Number of days between receipt and first response action for all animal management requests / Number of animal management requests. Expected range: 1 to 10 days	1 - 10	1.20 ⁽²⁾	1.07	1.47
Animals reclaimed				
Number of animals reclaimed / Number of animals collected. Expected range: 30 – 90%	30-90%	26.90%	28.03%	22.22%
Animals rehomed				
Number of animals rehomed / Number of animals collected. Expected range: 30 – 90%	30-90%	69.31%	67.42%	67.27%
Cost of animal management service per population				
The direct cost of the animal management service per municipal population. Expected range: \$3 to \$40	\$3-\$40	\$18.38 ⁽³⁾	\$10.30	\$10.01
Animal management prosecutions				
Number of successful animal management prosecutions. Expected range: 50 to 200%	50-200%	0% ⁽⁴⁾	100%	0%

Variance comments:

- (1) Average cost to Council to enforce Local Laws has increased in the 2021/2022 financial year. This is a direct result of the increase in the overall debtors (amounts owing to Council).
- (2) This response time falls well within the expected range. Council always ensures to respond promptly.
- (3) Cost of the animal management program has not increased significantly; this increase has occurred due to the income component of the budget being included in the calculations for previous years figure.
- (4) There were no animal management prosecutions in 2021/22.

Service Performance Report 2021/22 – Community Wellbeing Services

Parking Control				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Hours ticket machines are not functional	1.0%	1.0%	0.91%	2.6%
Net operating cost to Council per restricted car park space per annum Restricted car parks consist of all parks excluding those privately owned.	(\$90)	\$105.74 ⁽¹⁾	\$96.32	\$45.90

Variance comments:

- (1) Parking meters were not operational during COVID-19 lock downs. This resulted in a reduced income for 2021/22 and increased the costs per parking space.

Food Safety				
LGPRF Indicator	Target	2021/22	2020/21	2019/20
Time taken to action food complaints Number of days between receipt and first response action for all food complaints / Number of food complaints. Expected range: 1 to 10 days	1 - 10	2.56 ⁽¹⁾	1.90	1.80
Food safety assessments Number of registered class 1 food premises and class 2 food premises that receive an annual food safety assessment in accordance with the Food Act 1984/Number of registered class 1 food premises and class 2 food premises that require an annual food safety assessment in accordance with the Food Act 1984. Expected range: 50 – 100%	50-100%	79.63% ⁽²⁾	28.07%	84.97%
Cost of food safety service Direct cost of the food safety service/Number of food premises registered or notified in accordance with the Food Act 1984. Expected range: \$300 - \$1,200	\$300- \$1,200	\$513.99	\$510.35	\$488.61
Critical and major non-compliance notifications 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. Expected range: 60 – 100%	60-100%	40.00% ⁽³⁾	66.67%	100%

Variance comments:

- (1) This response time falls well within the expected range. Council always ensures to respond promptly.
- (2) More food premises were open during 2021 following Covid-19 restrictions allowing officers to conduct more assessments.
- (3) Staff shortages at critical times led to some non-compliance not being followed up immediately, these are to be reviewed in 2022.

Service Performance Report 2021/22 – Waste Management Services

Waste Management Services

(Report adopted by Council June 2003)

Programs within this service:

Kerbside collection service

Landfills

Waste Collection				
LGPRF Indicator	Target	2021/22	2020/21	2019/20
Kerbside bin collection requests				
Number of kerbside garbage and recycling bin collection requests / Number of kerbside bin collection households x 1000. Expected range: 10 to 300 requests	10-300	118.16 ⁽¹⁾	112.19	28.37
Kerbside collection bins missed				
Number of kerbside garbage and recycling collection bins missed / Number of scheduled kerbside garbage and recycling collection bin lifts x 10,000. Expected range: 1 – 20 bins	1-20	3.99 ⁽²⁾	5.78	1.76
Cost of kerbside garbage bin collection service				
Direct cost of the kerbside garbage bin collection service/Number of kerbside garbage collection bins Expected range: \$40 - \$150	\$40-\$150	\$93.39	\$86.91	\$81.12
Cost of kerbside recyclables bin collection service				
Direct cost of the kerbside recyclables bin collection service/Number of kerbside recyclables collection bins Expected range: \$10 - \$80	\$10 - \$80	\$80.40	\$78.51	\$42.38
Kerbside collection waste diverted from landfill				
Weight of recyclables and green organics collected from kerbside bins/Weight of garbage, recyclables and green organics collected from kerbside bins. Expected range: 20 – 60%	20-60%	30.92% ⁽³⁾	29.51%	27.67%

Variance comments:

- (1) The financial year of 2021/22 has seen a substantial increase to requests being made to Council for the replacement of damaged bins, upsizing of the kerbside bin service and for general enquiries.
- (2) Council has worked successfully with its Kerbside Waste Collection Contractor over the previous 12 months to ensure improvements were made to the level of service being provided to Council's residents.
- (3) This financial year there has been a slight decrease in the tonnages of kerbside collected commingled recycling and general household waste. Conversely there has been an increase to the tonnages of kerbside collected garden organics. This can be attributed to the increased uptake by households of Councils opt in kerbside garden organics collection service.

Service Performance Report 2021/22 – Waste Management Services

Landfill				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Net cost per capita of waste deposited at Swan Hill landfill sites	\$26.29	\$39.63 ⁽¹⁾	\$36.93	\$24.39
Net cost per capita of waste deposited at Robinvale landfill sites (exc GST)	\$64.36	\$49.73 ⁽¹⁾	\$56.17	\$63.03
Net cost per capita to maintain rural landfill sites (exc GST)	\$9.91	\$26.17 ⁽¹⁾	\$19.36	\$9.74

Variance comment:

- ⁽¹⁾ Landfill operational costs have increased with the commencement of new management contracts - 1st of January 2022. 2021 Census results confirmed an increase to the population serviced by both the Swan Hill and Robinvale Landfills and a decrease of the population that are serviced by the Rural Transfers Stations.

Community Amenity

(Report adopted by Council June 2004)

Programs within this service:

Environmental Standards

Street Beautification

Public Lighting

Environmental Standards				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Maintain potable water consumption below 2011/12 levels for parks and gardens annually <small>Source: 2012 - 2016 Sustainable Water Use Plan</small>	37,000kL	43,005kL ⁽¹⁾	58,989kL	57,797kL
Maintain current power usage in Council's 8 highest energy use buildings:				
• Kilowatts	1.07M kWh	0.795M kWh ⁽²⁾	0.759M kWh	0.842M kWh
• Greenhouse gas emissions	1,262T	0T ⁽³⁾	812T	799T
Total cost to Council for stationary energy of Council owned infrastructure <small>Including street lighting</small>	\$674,950	\$471,917 ⁽⁴⁾	\$519,707	\$551,386

Variance comments:

- (1) Parks and gardens are watered as required, with water consumption determined by conditions across the year.
- (2) Energy use across Council's 8 highest energy use buildings was broadly consistent with levels seen in the previous two financial years where Council operations were also impacted by COVID-19. The slight increase in power usage is likely explained by an easing of COVID-19 restrictions, where Council operations have returned to levels approaching those seen pre COVID-19.
- (3) Greenhouse gas emissions across the 8 highest energy use buildings reduced to zero as a result of Council signing on to VECO, the Victorian Energy Collaboration, the largest ever emissions reduction project by local government in Australia that aimed to reduce each council's energy bills and reduce electricity prices by using renewable energy generated in Victoria.
- (4) Energy consumption costs for stationary energy of Council owned infrastructure (including street lighting) decreased despite an increase in power usage, where this is also attributable to Council signing on to VECO.

Service Performance Report 2021/22 – Community Amenity

Street Beautification				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
The number of changeovers to water wise medians and gardens developed throughout the municipality	4	5	4	6
Number of community street tree theme consultations <small>Minimum of two annually</small>	2	2	1	1
Cost to Council to maintain garden beds and grass in public areas per hectare of grass maintained	\$59,500	\$64,731 ⁽¹⁾	\$65,900	\$61,800

Variance comment:

- ⁽¹⁾ Council has recently changed over 4 gardens in the CBD with dripper lines to improve water efficiency as well as 1 at the racecourse. Over the coming months, all gardens within the CBD will be changed over to dripper lines. They have also been planted out with hardy Australian natives which require less water.

Public Lighting				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Net increase in number of streetlights to existing network per year <small>New light and pole assembly</small>	3	14 ⁽¹⁾	1	1
Cost to Council for public lighting per streetlight <small>Electricity costs are increasing and it is expected they will continue to increase over coming years</small>	\$100.00	\$77.31 ⁽²⁾	\$84.14	\$97.04

Variance comments:

- ⁽¹⁾ Increase in number of streetlights to existing network in 2021/22 is due to new subdivisions.
- ⁽²⁾ Reduced cost of electricity in conjunction with lighting the region major roads project resulted in replacing old technology with LED which reduces power consumption.

Service Performance Report 2021/22 – Recreation, Culture and Leisure Services

Recreation, Culture and Leisure Services

(Report adopted by Council June 2004)

Programs within this service:

Art Gallery
 Performing Arts
 Pioneer Settlement
 Library
 Community Centres and Swan Hill Town Hall PACC
 Parks, Gardens, Recreation Reserves and Other Sporting Facilities
 Indoor Sports Facilities and Swimming Pools

Art Gallery				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Number of visitors to the Art Gallery per annum	11,000	7,653 ⁽¹⁾	5,973	7,612
Number of exhibitions	25	16	8	17
Number of events other than exhibitions Concerts, conferences, functions etc	30	31	8	29
Net cost to Council to operate the Gallery per visitor	\$26.14	\$45.63	\$11.76	\$44.51

Variance comments:

- ⁽¹⁾ COVID-19 continued to impact the visitor numbers with a number of public programs being either delayed and or cancelled due to artists contracting the virus.

Performing Arts				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Number of people attending performing arts events per annum	3,000	2,295 ⁽¹⁾	1,328	2,813
Net cost to Council to operate the performing arts program per patron Final net cost for year / Number of attendees	\$61.95	\$84.89	\$94.90	\$41.47

Variance comment:

- ⁽¹⁾ Attendance increased due to COVID-19 limits being removed. Overall performances were still low due to cancellations and postponements due to artists getting COVID-19. It is foreseen this will continue for the next 12 months

Pioneer Settlement				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Number of visitors to the Pioneer Settlement per annum	80,000	80,579	61,917	56,691
Net cost to Council to operate the Pioneer Settlement Museum per visitor	\$9.20	\$5.95 ⁽¹⁾	\$14.65	\$15.85

Variance comments:

- ⁽¹⁾ Net cost to Council is reduced due to several factors mainly relating to COVID-19 including; standing down of staff and reduced wages, cost cutting measures due to the unpredictability of how the market would bounce back. Fortunately the Pioneer Settlement saw a significant increase in visitation post lockdown periods with strong interstate travel creating the most gains.

Service Performance Report 2021/22 – Recreation, Culture and Leisure Services

Libraries				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Visits to service points Includes Swan Hill and Mobile Library. Does not include Wakool Council library branches	80,500	37,142 ⁽¹⁾	28,580	53,391
Number of special events held in Library	15	52 ⁽²⁾	17	35
LGPRF Indicator	Target	2021/22	2020/21	2019/20
Library collection usage Number of library collection item loans / Number of library collection items. Expected range: 1 to 10 items	1-10	0.97 ⁽³⁾	0.89	1.24
Standard of library collection Number of library collection items purchased in the last 5 years / Number of library collection items. Expected range: 40 – 90%	40-90%	41.20%	43.45%	48.61%
Active library members Number of active library members/Municipal population Expected range: 10 – 40%	10-40%	13.35% ⁽⁴⁾	14.52%	16.28%
Cost of library service Direct cost to Council of the library service per population Expected range: \$10 - \$90	\$10-\$90	\$50.14 ⁽⁵⁾	\$44.18	\$46.96

Variance comments:

- (1) COVID-19 closures and restrictions have heavily impacted visits to service points and the number of events in both 2020/21 and 2021/22. In 2020/21 the library service points were closed to public access for 75 days compared to only 27 days in 2021/22. In person events were very limited due to COVID-19 restrictions in 2020/21 but became possible again in 2021/22 when COVID-19 restrictions were eased. The mobile library was still unable to conduct regular stops at pre-schools for several months in 2021/22 due to COVID-19 restrictions at these facilities. The Robinvale Library opened in January 2020, therefore it was only open for 6 months of the 2020/21 year compared to 12 months in the 2021/22 time period.
- (2) There was an increase in the number of special events held in both libraries as the libraries focussed on hosting events to support the community to reconnect.
- (3) In 2021/22 the library branches were only closed to the public for 29 days thus increasing public access to borrowing from the collection during 2021/22.
- (4) Library closures and Covid-19 restrictions have had an impact on the number of active library users. The mobile library was unable to visit a number of stops such as preschools and schools for many months during the 2021/22 period.
- (5) Costs for 2021/22 have increased due to the Robinvale Learning Centre being operational for the full 12 month period. These costs are within the expected range.

Service Performance Report 2021/22 – Recreation, Culture and Leisure Services

Community Centres and Swan Hill Town Hall PACC				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Number of times the community centre/facility is used by the community each year:				
• Manangatang	150	7 ⁽¹⁾	33	59
• Nyah	100	92	97	191
• Lake Boga	100	10	6	58
• Robinvale	180	162 ⁽²⁾	78	68
• Swan Hill Town Hall PACC	250	195 ⁽³⁾	203	169
Number of people attending events, functions or performances at the Swan Hill Town Hall PACC	18,000	14,918 ⁽³⁾	7,912	11,550
Net operating cost to Council per usage of the facility:				
• Manangatang	\$250	\$1938 ⁽⁴⁾	\$356	\$114
• Nyah	\$400	\$270 ⁽⁴⁾	\$291	\$216
• Lake Boga	\$250	\$1926 ⁽⁴⁾	\$5,727	\$490
• Robinvale	\$600	\$414 ⁽⁴⁾	\$639	\$2,213
• Swan Hill Town Hall PACC	\$1,054	\$2,445 ⁽³⁾	\$2,577	\$2,469
Net operating cost to Council per person using the Swan Hill Town Hall PACC	\$14.65	\$42.44 ⁽³⁾	\$66.13	\$40.62
Actual net cost / Number of people attending				

Variance comments:

- (1) In previous years the Manangatang community centre has been used by the Senior Citizens group and Mallee Track Heath Services approximately 12 times each, in 2021/22 neither group utilised the centre contributing to lower usage numbers.
- (2) 2021/22 has seen an increase in bookings following COVID-19 restrictions which affected bookings in previous years.
- (3) Whilst there was a small variance in usage due to the ongoing COVID-19 restrictions, attendance increased as COVID-19 limits were lifted. Discounts in rental and labour costs were given to encourage community usage and engagement.
- (4) Total net expenditure spread over the facilities has not changed. Bookings at Lake Boga and Manangatang have drop significantly over the past two years. Manangatang bookings have dropped as Mallee Track Heath Services are no longer using it. Lake Boga has dropped a lot since COVID-19 and local groups seemed to be utilizing the football club or Catalina for events.

Parks, Gardens, Recreation Reserves and Other Sporting Facilities				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Maintain grass height between 25 – 60 mm	100%	100%	100%	100%
Net operating cost per hectare:				
• Parks and gardens	\$13,000	\$11,923 ⁽¹⁾	\$11,350	\$14,640
• Recreation reserves	\$12,500	\$12,877	\$12,000	\$13,900

Variance comments:

- (1) Costs have increased significantly for transport. This has increased prices on parts and materials as well as sub-contractors who need to travel to Swan Hill.

Service Performance Report 2021/22 – Recreation, Culture and Leisure Services

Indoor Sports Facilities and Swimming Pools				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Number of visitors/users of the indoor sports facilities/swimming pools:				
• Swan Hill Leisure Centre and Indoor Pool	80,000	51,035	40,679	61,639
• Swan Hill Indoor Sport and Recreation Centre	42,000	9,833	16,088	30,303
• Robinvale Leisure Centre and Pool	27,000	33,224	23,253	25,895
Number of visitors/users of outdoor swimming pools:				
• Swan Hill Outdoor Pool	20,000	17,484	15,004	16,349
• Nyah Pool	9,000	8,119	5,806	6,311
• Manangatang Pool	7,000	2,527	2,911	4,236
Net cost to Council per visitor to operate indoor facilities:				
• Swan Hill Leisure Centre and Indoor Pool	\$6	\$11.16	\$13.28	\$7.99
• Swan Hill Indoor Sport and Recreation Centre	\$1	\$19.19 ⁽¹⁾	\$13.60	\$2.67
• Robinvale Leisure Centre and Pool	\$10	\$13.54	\$14.76	\$15.39
Net Operating expenditure / Number of visitors/users				
Net cost to Council per visitor to operate outdoor pools:				
• Swan Hill Outdoor Pool	\$11	\$26.73 ⁽²⁾	\$20.60	\$17.40
• Nyah Pool	\$7	\$7.94 ⁽²⁾	\$9.45	\$9.48
• Manangatang Pool	\$10	\$27.13 ⁽²⁾	\$21.15	\$19.41
Net Operating expenditure / Number of visitors/users				
LGPRF Indicator	Target	2021/22	2020/21	2019/20
Health inspections of aquatic facilities				
Number of authorised officer inspections of Council aquatic facilities / Number of Council aquatic facilities. Expected range: 1 – 4	1-4	1.0 ⁽³⁾	.4	.6
Utilisation of aquatic facilities				
Number of visits to aquatic facilities / Municipal population Expected range: 1 to 10 visits	1-10	5.58 ⁽⁴⁾	3.43	4.56
Cost of aquatic facilities				
Direct cost less any income received of providing aquatic facilities per visit. Expected range: \$0-\$30	\$0-\$30	\$14.19 ⁽⁵⁾	\$18.56	\$13.69

Variance comments:

- (1) Indoor pools have remained very similar however the Stadium being closed for a period during COVID-19 lockdown has driven attendance lower and increased the cost to Council per visitor.
- (2) Swan Hill Outdoor Pool and Manangatang Pool have increased in net costing however numbers remain similar. Nyah Pool is down \$2 per person cost to Council.
- (3) During 2020/21 opening days and hours were limited due to Covid-19 restrictions. This impacted the ability of our Public Health staff to complete inspections at all aquatic facilities. In 2021/22 Covid-19 restrictions were eased which allowed all aquatic facilities to receive an inspection.
- (4) Increase in utilisation of aquatic facilities in 2021/22 is due to the previous year being effected by several Covid-19 shut down periods.
- (5) Decrease in cost per visits is due to the increase in utilisation of aquatic facilities in 2021/22 after the previous year being affected by several Covid-19 shut down periods.

Organisational Support

(Report adopted by Council June 2004)

Programs within this service:

Customer Service Revenue Control
 Robinvale Resource Centre
 Information Management
 Information Technology Services
 Finance Services
 Asset Management
 Human Resources
 Commercial Services and Risk Management
 Plant and Fleet Management

Customer Service Revenue Control and Robinvale Resource Centre

Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Rate debtor collections as a percentage of Total Rate Income	95%	92% ⁽¹⁾	94%	94%
Cost of providing Customer Service and Revenue Control Services <small>Net Customer Services and Revenue Control Program Costs / Total Council Operating Expenditure</small>	1.20%	1.12% ⁽²⁾	1.26%	1.28%
Cost of providing customer services from the Robinvale Resource Centre per head of population <small>Net Robinvale Resource Centre Program Costs / Population of Robinvale and surrounding district</small>	\$63.50	\$72.80 ⁽³⁾	\$66.47	\$73.37

Variance comments:

- (1) Rates, Special Rates, Garbage and FSPL Debtors have increased by approx. 2% when compared to 2021/2022 collections. This is due primarily to debt collection practices having been stayed for the last two financial years (2020/2021 & 2021/2022). The industry standard across the state is generally between 95-96%. However over the last two years quite a few Councils have indicated their collection rate to be 93-94%. It is expected that collection rates will return to nearer these levels if debt collection recommences this year. The target set for 2022/2023 is 94%.
- (2) A decrease of 0.14% compared to the previous year. The set target of 1.20% is assessed as achievable for 2022/2023.
- (3) A review of the staffing during 2020/21 showed that staff who had left the Robinvale Resource Centre had not been replaced, and that the workload had increased. Director authorised increase of staffing to former numbers. A further review of time spent on VicRoads and Services Australia services will be used to seek an increase in external funding to offset this increase.

Service Performance Report 2021/22 – Organisational Support

Information Management				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Service meets agreed timeframes for incoming correspondence registration:				
• 3.40pm Monday	Yes	Yes	Yes	Yes
• 2.20pm Tuesday – Friday	Yes	Yes	Yes	Yes
Cost of service as a percentage of total operating expenses (excluding major projects). Information Management Program / Total Operating Expenditure	<0.81%	0.54%	0.49%	0.52%

Information Technology Services				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Authority System available	98%	98% ⁽¹⁾	98%	99%
Network Services available	98%	98% ⁽¹⁾	100%	98%
Internet Services available	98%	98% ⁽¹⁾	98%	100%
Cost of providing IT services as a percentage of total operating expenses IT program (bottom line 3345) / Total operating expenditure	<3.0%	2.54%	2.62%	2.15%
Cost of IT services per connected user IT program (bottom line 3345) / Number of personal devices supported	\$3,870	\$3,821 ⁽²⁾	\$3,715	\$3,766

Variance comments:

- (1) Blown power supplies on our aging routers caused the bulk of disruptions to our connectivity this year, along with a Telstra deleting our Firewall.
- (2) Based on 350 end user devices, does not include networking infrastructure or servers which are maintained by IT

Finance Services				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Meet all statutory reporting obligations:				
• Annual Report	Yes	Yes	Yes	Yes
• Business Plan and Annual Budget	Yes	Yes	Yes	Yes
• Victoria Grants and Commission Return	Yes	Yes	Yes	Yes
• Local Government Sector Borrowings Surveys	N/a	N/a	N/a	Yes
• Taxation (PAYG, GST and FBT)	Yes	Yes	Yes	Yes
Cost of providing financial services as a percentage of Total Council Operating Expenses Finance Program Costs (Bottom Line P3340) / Total Operating Expenditure (excluding depreciation)	2.10%	1.89%	1.81%	2.03%

Service Performance Report 2021/22 – Organisational Support

Asset Management				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
National Asset Management Framework scorecard that allocates a score depending on the policies and processes in place:				
• Strategic Planning	85	75 ⁽¹⁾	71	67
• Annual Budget	100	94	94	94
• Annual Report	95	95	95	95
• Asset Management Policy	90	90	90	65
• Asset Management Strategy	100	100	50	50
• Asset Management Plans	75	57 ⁽¹⁾	60	60
• Governance and Management	60	61	57	46
• Levels of Service	60	69	50	38
• Data and Systems	80	72	69	69
• Skills and Processes	65	58	48	45
• Evaluation	60	50 ⁽¹⁾	33	33
Cost index: Full Cost of provision of the service / Total replacement value of assets managed.	0.90	0.67 ⁽²⁾	0.82	0.74
Total Operating Expenditure (Budget) / Total replacement cost all assets (Annual Report)				

Variance comments:

- (1) Strategic Asset Management Plan 2021-2025 approved in June and has resulted in significant increases in Strategy areas. Asset Management Plans score has been reduced to reflect that Asset Management Plans for Buildings, Parks, Fleet, Recreation and Waste are pre 2010. These have been scheduled to be all updated by 2023/24. Evaluation and Reporting requirements have been identified in SAMP but have not yet been implemented.
- (2) Cost index decrease is due to an increase in replacement cost of transport asset after a revaluation.

Human Resources				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Number of staff issues referred to Fair Work Australia	Nil	Nil	5	Nil
Number of organisational training hours provided per EFT	7 hours	21.7	25.9	24.8
Cost of providing Human Resource Services as a per cent of total operating expenses	1.20% ⁽¹⁾	1.29%	1.30%	1.27%

Variance comment:

- (1) The unit has operated within budget for the past three years, recommend that the indicator be increase to 1.30% reflect the true cost of the service.

Service Performance Report 2021/22 – Organisational Support

Commercial Services and Risk Management				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
All tendering and acquisitions undertaken by Procurement and Property is done in accordance with adopted Council policy.	Yes	Yes	Yes	Yes
Cost of providing Procurement and Property as a percentage of Total Council Operating Expenses. Total cost of Program (less Insurance Premiums) / Total operating cost of Council	<1.2%	0.58%	0.58%	0.78%
Risk Management (insurance)– WorkCover (EFT to premiums)	\$2,300	\$1,642 ⁽¹⁾	\$1,407	\$2,368
Risk Management (insurance)– Property (Value of property v Premium)	\$0.0020	\$0.0020	\$0.0019	\$0.0012
Risk Management (insurance)– Registered Motor Vehicles Unit cost	\$425	\$555	\$617	\$581

Variance Comment:

- (1) Price increase due to EFT at June 30 being low due to many vacant positions.

Plant and Fleet Management				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Percentage of occasions actual service times on all major plant and vehicle items meet manufacturers set standard time	90%	88% ⁽¹⁾	89%	89%
Average cost of scheduled services for passenger and light commercial vehicles Total service costs (excluding oils and parts) divided by total number of services as recorded in Fleet Management Services	\$124	\$139 ⁽²⁾	\$148	\$144
Average cost of scheduled services for major plant items Total service costs (excluding oils and parts) divided by total number of services as recorded in Fleet Management Services	\$218	\$295 ⁽³⁾	\$289	\$239

Variance Comment:

- (1) The percentage of standard times met are only slightly below target.
- (2) The average cost of fleet servicing is slightly high this is due to the services due being larger services than predicted and thus the labour cost is higher.
- (3) The average cost for the plant is high than target but is consistent with last year's figures. This is due to the workshop undertaking more services on site and increasing the labour due to travel.

Governance and Leadership

(Report adopted by Council May 2005)

Programs within this service:

Elected Members
Community Development
Corporate Governance
Media and Events

Elected Members				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Community satisfaction with Council's advocacy role per annual Local Government Survey	-	-(1)	-	52
community satisfaction with Council's community consultation and engagement per annual Local Government Survey	54	48 ⁽¹⁾	-	-
community satisfactions with decisions made in the interest of the community per annual Local Government Survey	54	45 ⁽¹⁾	-	-
Community satisfaction rating for overall performance generally of Council as per Local Government Community Satisfaction Survey	55	53	56	52

Variance comment:

- (1) Community satisfaction with Council's advocacy role is no longer a core question in the annual Local Government Survey. Replaced with community satisfaction with Council's community consultation and engagement per annual Local Government Survey and community satisfactions with decisions made in the interest of the community per annual Local Government Survey.

Community Development				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Government and other funding attracted during the year to supplement community and Council activities	\$800,000	\$1,450,000 ⁽¹⁾	\$7,730,000	\$14,158,871
Number of actions implemented out of community plans At least one action per plan	30	28 ⁽²⁾	25	19
Net program cost as a percentage of operating budget Net program cost: Total operating expenditure less revenue / Rates determination statement net operating result	<1%	0.62%	0.92%	0.94%

Variance comment:

- (1) Reduction in grant income due to amount of shovel ready projects to apply for and diminished staff numbers.
- (2) Number of actions have increased due to implementation of the Vibrant Villages project having community plan projects completed.

Service Performance Report 2021/22 – Governance and Leadership

Corporate Governance				
LGPRF Indicator	Target	2021/22	2020/21	2019/20
Council decisions made at Council Meetings closed to the Public Number of Council resolutions made at an ordinary or special meeting of Council, consisting only of Councillors, closed to the public / Number of Council resolutions made at an ordinary or special meeting of Council, consisting only of Councillors Expected range: 0 – 30%	0-30%	4.93% ⁽¹⁾	4.04%	4.37%
Satisfaction with community consultation and engagement Community satisfaction rating out of 100 with how Council has performed on community consultation and engagement Expected range: 40 – 70%	40-70%	48	51	52
Councillor attendance at Council Meetings Sum of number of Councillors who attended each ordinary and special council meeting / (Number of ordinary and special council meetings) x (Number of Councillors elected at last Council general election. Expected range: 80 – 100%	80-100%	90.00%	94.44%	95.92%
Cost of Governance Direct cost of Governance service / Number of Councillors elected at last Council general election. Expected range: \$30,000 - \$80,000	\$30K-\$80K	\$52,315 ⁽²⁾	\$43,117	\$43,941
Satisfaction with Council decisions Community satisfaction rating out of 100 with the performance of Council in making decisions in the interest of the community Expected range: 40 – 70%	40-70%	45	48	45

Variance comments:

- (1) This falls well within the expected range and is determined by the nature of the decisions being made.
- (2) Cost increased in 2021/22 due to CEO recruitment process being required during this reporting period and an increase in Councillor allowances.

Service Performance Report 2021/22 – Governance and Leadership

Media and Events				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Number of media releases distributed annually	130	107 ⁽¹⁾	158	165
Number of social media post annually	1,700	1,445 ⁽²⁾	1,470	1,546
Production and distribution of Council's Community Newsletter Twice per year	2	12 ⁽³⁾	5	2
Cost of providing media and events unit services As a percentage of total Council operating expenses	<0.5% ⁽⁴⁾	0.53% ⁽⁵⁾	0.27%	0.3%

Variance comments:

- (1) In the past two financial years the higher number of media releases can be attributed to the cancelling and rescheduling of shows, the opening and closing of facilities and general communication of other COVID-19 information.
- (2) Social media posts did not reach targets largely due to COVID-19 closures and a lack of events, such as shows, occurring.
- (3) In 2021 the media team changed the way news is distributed to the community, from two large newsletters per year, to a simpler and timelier one pager per month. The one pager is published in both The Guardian and Sentinel, as well as added to our website and shared via Council's social media pages.
- (4) Recommend this target increase to 0.6% due to the inclusion of the Community Engagement role and function into this business unit.
- (5) Costs have increased due to the inclusion of community development into the unit, the Coordinators job which was previously Media and Public relations was increased from a part time to a full time role with the added responsibility and additional costs required for community engagement.

B.22.86 COUNCIL PLAN – PROGRESS REPORT FOR THE FIRST QUARTER OF 2022/23

Responsible Officer: Director Corporate Services
File Number: S16-28-03
Attachments: 1 Council Plan – Progress Report September 2022

Declarations of Interest:

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

Summary

The purpose of this report is to present the first quarter progress update of Council's performance against the Council Plan 2021-2025. The period reported is from 1 July 2022 to 30 September 2022.

The quarterly progress report, provided as an attachment, offers a summary of the progress against the four Council Plan areas; Liveability, Prosperity, Harmony and Leadership.

The intent of this report is to give Councillors and the community the confidence that Council is on track to meet its published commitments.

Discussion

In accordance with Section 90 of the *Local Government Act 2020*, Council developed and adopted a four-year Council Plan on 26 October 2021.

The Plan is a strategic document outlining what Swan Hill Rural City Council is working on to help achieve Council's and the community's vision for the municipality.

The plan describes Council's priorities and outcomes for its four-year term and how these will be resourced.

The plan has been divided into four strategic pillars:



Liveability

We will be a healthy, connected and growing community supported by a range of infrastructure and services.



Prosperity

We will continue to build and strengthen a prosperous local economy, through sustainable growth and education. We will focus on creating jobs and wealth through adding value to existing strengths in all areas of our economy.



Harmony

We will be a welcoming community for all, recognised for our maturity and respect for each other.



Leadership

We will ensure accountable leadership, advocacy and transparent decision making.

This report provides the first quarter update in relation to the actions taken and progress made to achieve these goals and strategic initiatives in the 2022/23 financial year.

Regular reporting to Councillors and the community is a key principle of transparency and good governance. This report will be provided to Council on a quarterly basis and published online for the community to access.

Council has made progress on the following:

1.1.1.4. Complete and implement the Robinvale Riverfront Masterplan - Funding available to Stage One projects skate park and playground. Additional funding would allow for waterpark to be constructed.

1.1.2.4. Continue development of Tower Hill stages – Stage 14 construction completed, final approvals due end of September then sales can commence.

1.4.1.2. Support local creatives in developing their businesses (Arts Action) - Programs that support and develop local creatives including Delivery of workshops through our Public programs - Go North Arts Festival, as well as exhibitions directly targeting younger creatives such as Big Fish 5 and Standout! Other group exhibitions and workshops by arts professionals bring another level of professional development to the region. The establishment of Art Salon type gatherings for local creatives will encourage collaborations and participation in future projects.

2.1.1.3. Support effective and responsive early years education opportunities in Manangatang, Woorinen South and Swan Hill - Final reports are in draft for the Planning Early Years Infrastructure in Manangatang and Woorinen South Project. The draft reports contain details of the community consultations and the need for a rurally cognisant model for early years infrastructure.

2.3.2.3. Review current assets and identify future needs - create a program to bridge the gap and identify funding requirements - Asset Management Plans (AMP) for all asset classes being progressed.

Other portfolios to be completed require the following prior to completion.

- Building Asset Condition Inspection (last completed 2017)
- Buildings, Rec & Leisure will both require significant stakeholder consultation
- Pioneer Settlement may require heritage consultant due to nature of the assets

3.1.4.2. Determine Council's role in aged care services - Information update was provided to Councillors on current status of aged care reform in February 2022. New Commonwealth Government confirmed one-year extension to changes (1 July 2024). Council seeking consultant to work with officers to examine options, to enable a decision by 30 June 2023.

3.2.3.2. Formal inclusion of Aboriginal and Torres Strait Islander input in Art Gallery programming and cultural activities - Inclusion of Aboriginal community members through constitutional changes to Gallery Advisory Committee. Ongoing adoption of recommendations from Australian Museums and Galleries Association's "First Peoples: A roadmap for enhancing Indigenous engagement in museums and galleries". Planning for future Aboriginal focussed exhibitions.

4.1.1.2. Promote a culture of continuous improvement with a focus on efficiency and customer service - Currently reviewing a new payroll system, HR System and Leave System. The customer service policy is also under review to provide improved customer services.

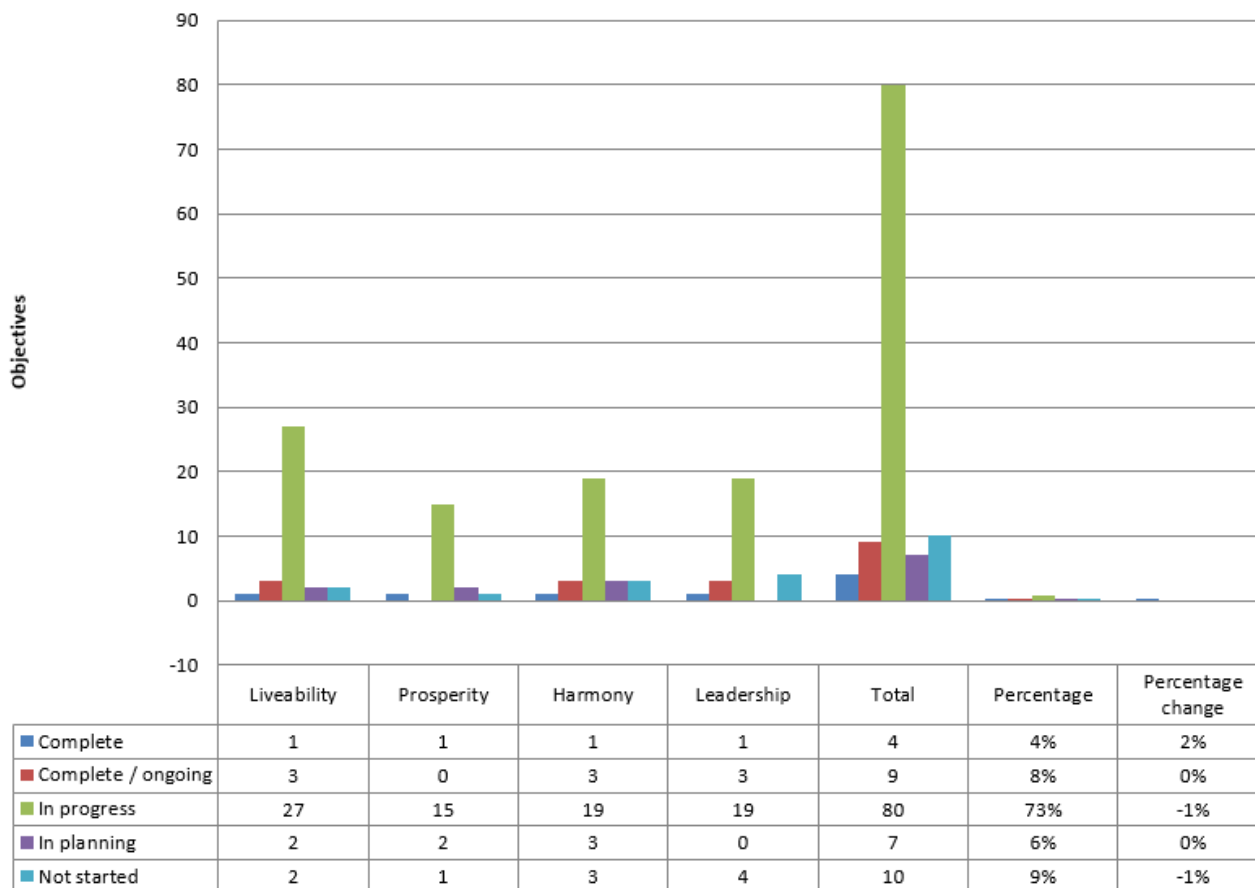
4.1.2.3. Provide Councillors with professional development and support to ensure effective governance - Two Councillor Benham, Councillor Young and CEO attended the ALGA Conference in Canberra from 19 June 2022 to 22 June 2022.

The following objectives were marked as complete during the first quarter:

3.1.2.2. Ensure young people are involved in co-design of annual events - Robinvale Youth Council is active with 18 current members - weekly meetings.

4.2.1.4. Review our use of social media platforms across Council with a view of increasing Councils exposure and ensuring consistent moderation - Social Media Policy has been reviewed. Working closely with the Town Hall to increase engagement through Socials. Library have created an Instagram account.

Progress Report Graph



Consultation

Council consulted the community during the development of the Council Plan 2021-2025.

Financial Implications

This report contains no financial implications, however many of the initiatives contained within the Council Plan requires Council to allocate funds in its 2022/23 budget to implement the Council Plan.

Social Implications

The report is provided and made available to the community to increase awareness of the activities of Council, provide a mechanism for transparency and could increase community involvement in decision making at Council level.

Economic Implications

Implementation of the actions will improve a number of economic outcomes for our community.

Environmental Implications

Implementation of the actions will improve a number of environmental outcomes for our community.

Risk Management Implications

Council is required to be compliant with the *Local Government Act 2020* in regards to the Council Plan and annual reporting. This quarterly report supports that compliance.

Council Plan Strategy Addressed

Leadership - Excellent management and administration.

Options

Council may choose to adopt or amend the recommendation.

Recommendations

That Council adopt the first quarter Council Plan - Progress Report 2022/2023 as presented.

132/22 Motion

MOVED Cr McPhee

That Council adopt the first quarter Council Plan - Progress Report 2022/2023 as presented.

SECONDED Cr McKay

The Motion was put and CARRIED

COUNCIL PLAN

PROGRESS REPORT – SEPTEMBER 2022



CONTENTS

Introduction	2
Overall results snapshot	3
Strategic Pillars	6
Liveability	7
Prosperity	13
Harmony	17
Leadership	21

INTRODUCTION

What is the Council Plan?

The Council Plan is a strategic document outlining what the Swan Hill Rural City Council (Council) will do to achieve Council's and the community's vision for the municipality. The 2021-2025 plan describes Council's Strategic Initiatives for its four-year term.

The Council Plan is an important document that drives everything the Swan Hill Rural City Council does over a four- year period. It sets the vision, priorities and outcomes for Council's term and lists how progress will be measured. The plan guides Council's annual budget, which determines the projects, services, events and other initiatives that will be funded and delivered in the next financial year.

Council is held accountable for its progress on the Council Plan's outcomes through quarterly progress reports, and annually in the Swan Hill Rural City Council's Annual Report.

How we will track and measure our progress

Each of the Council Plan Initiatives has a number of actions that will track Council's progress. Council will report on its progress in completing the four-year priorities quarterly with updated progress commentary.

All actions will be marked with the following symbols to represent their current status:



Complete - the action has been completed.



Complete/ongoing - actions that span over a number of years that cannot be marked as completed until later years.



In progress - these actions are past the planning phase, and are in progress towards completion.



In planning - actions that are not complete or in progress but actions have been taken are marked as in planning stage.



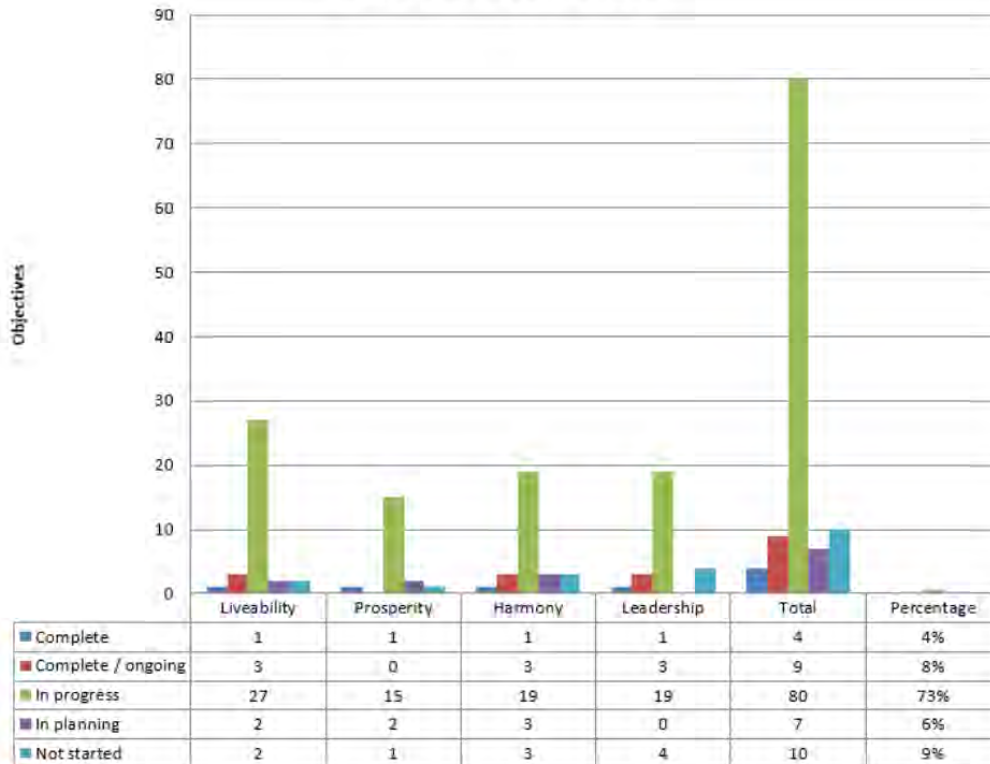
Not started - actions that have not been commenced at the time of reporting.

OVERALL RESULTS SNAPSHOT

The Council Plan 2021-25 includes 29 initiatives and 110 actions through which the achievement of the Council Plan may be measured over its four-year term.

Each action has a nominated responsible officer who is a member of the Leadership Team, reflecting the importance placed on achieving targets. As some objectives/actions span over a number of years they cannot be marked as completed until later years.

Progress Report Graph



Council has made progress on the following:

- 1.1.1.4. Complete and implement the Robinvale Riverfront Masterplan** - Funding available to Stage One projects skate park and playground. Additional funding would allow for waterpark to be constructed.
- 1.1.2.4. Continue development of Tower Hill stages** – Stage 14 construction completed, final approvals due end of September then sales can commence.
- 1.4.1.2. Support local creatives in developing their businesses (Arts Action)** - Programs that support and develop local creatives including Delivery of workshops through our Public programs - Go North Arts Festival, as well as exhibitions directly targeting younger creatives such as Big Fish 5 and Standout! Other group exhibitions and workshops by arts professionals bring another level of professional development to the region. The establishment of Art Salon type gatherings for local creatives will encourage collaborations and participation in future projects.
- 2.1.1.3. Support effective and responsive early years education opportunities in Manangatang, Woorinen South and Swan Hill** - Final reports are in draft for the Planning Early Years Infrastructure in Manangatang and Woorinen South Project. The draft reports contain details of the community consultations and the need for a rurally cognisant model for early years infrastructure.
- 2.3.2.3. Review current assets and identify future needs - create a program to bridge the gap and identify funding requirements** - Asset Management Plans (AMP) for all asset classes being progressed.
Other portfolios to be completed require the following prior to completion.
- Building Asset Condition Inspection (last completed 2017)
 - Buildings, Rec & Leisure will both require significant stakeholder consultation
 - Pioneer Settlement may require heritage consultant due to nature of the assets
- 3.1.4.2. Determine Council's role in aged care services** - Information update was provided to Councillors on current status of aged care reform in February 2022. New Commonwealth Government confirmed one-year extension to changes (1 July 2024). Council seeking consultant to work with officers to examine options, to enable a decision by 30 June 2023.
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- 4.1.1.2. Promote a culture of continuous improvement with a focus on efficiency and customer service** - Currently reviewing a new payroll system, HR System and Leave System (PMO). The customer service policy is also under review to provide improved customer services.
- 4.1.2.3. Provide Councillors with professional development and support to ensure effective governance** - Three Councillors and CEO attended the ALGA Conference in Canberra from 19 June 2022 to 22 June 2022.

The following objectives were marked as complete during the first quarter:

3.1.2.2. Ensure young people are involved in co-design of annual events - Robinvale
Youth Council is active with 18 current members- weekly meetings.

4.2.1.4. Review our use of social media platforms across Council with a view of increasing Councils exposure and ensuring consistent moderation - Social Media Policy has been reviewed. Working closely with the Town Hall to increase engagement through Socials. Library have created an Instagram account.

STRATEGIC PILLARS

The Community Vision is supported by four themed pillars – which form the key directions and focus of this Council Plan.

Our vision for the municipality anchors and connects these pillars to deliver real outcomes for the community.



Liveability

We will be a healthy, connected and growing community supported by a range of infrastructure and services.



Prosperity

We will continue to build and strengthen a prosperous local economy, through sustainable growth and education. We will focus on creating jobs and wealth through adding value to existing strengths in all areas of our economy.



Harmony

We will be a welcoming community for all, recognised for our maturity and respect for each other.



Leadership











We will ensure accountable leadership, advocacy and transparent decision making.











Liveability








1. We will be a healthy, connected and growing community supported by a range of infrastructure and services




1.1. A modern municipality: Vibrant, connected and resilient				
STRATEGIC INITIATIVES	ACTION	DUE DATE	PROGRESS	COMMENTARY
1.1.1. Attractive urban areas and regional townships	1.1.1.1. Finalise and implement rural living / rural residential strategy	2022/23	In Progress 	Underway, a brief is being finalised for additional work to complete the study utilising the 2021 Census data which is more favourable than 2016 for justification to rezone land.
	1.1.1.2. Complete stage 1 of Vibrant Villages project	2021/22	In Progress 	Nyah, Nyah West, Lake Boga and Woorinen township earmarked works fully completed by 30 June 2022.
	1.1.1.3. Continue to implement relevant actions of the Swan Hill Riverfront Masterplan.	2021-2025	In Progress 	Concept design for splash park, upgrade pond and new wharf. Construction works for Marraboor River boardwalk/lookout, Monash Drive Carpark and Footpath upgrade to be constructed mid-2022. Draft Plans have been received and will be presented to ELT and Council for comment in July 2022. Currently updating Riverfront Master Plans to be represented to Council.
	1.1.1.4. Complete and implement the Robinvale Riverfront Masterplan	2021-2025	In Progress 	Draft plan received Dec 2021 - Draft Robinvale Riverfront Master Plan presented to Council at its May 2022 Meeting. Council resolved to place on public exhibition. Council will be advised of feedback and consultant requested to amend draft in line with feedback received. Council will receive final draft in October 2022 for adoption and funding options. Funding available to Stage One projects skate park and playground. Additional funding would allow for waterpark to be constructed.
	1.1.1.5. Develop Nyah Riverfront Masterplan	2021/22	In Progress 	Draft Nyah Riverfront Masterplan presented to Council at its May 2022 Meeting. Council resolved to place on public exhibition. Council will be advised of the feedback and consultant requested to amend draft in line with feedback received. Council will receive a final draft report in October 2022 for adoption and funding options. Public consultation outcomes being finalised.
	1.1.1.6. Develop Boundary Bend Riverfront Masterplan (Pending funding)	2022-2025	Not Started 	No funding in this years budget for this project - will commence once funding is available. A project bid will be made as a part of the 23/24 Budget process.
	1.1.1.7. Develop a Small Town Strategy	2022/23	Not Started 	Small Town residential land audit to be conducted in 2022/23.

STRATEGIC INITIATIVES	ACTION	DUE DATE	PROGRESS	COMMENTARY
1.1.2. Ensure adequate provision of a variety of safe and secure housing	1.1.2.1. Explore the development or sale of Council and other government land in urban areas	2022/23	In Progress 	Council continues to review land ownership with a view for development or sale. For example Feldtmann Lane and development of land in Ronald Street, Robinvale for housing.
	1.1.2.2. Develop and build houses on Council owned property	2021-2025	In Progress 	Ronald Street housing project has commenced first 4 houses with an updated completion date of end of October 2022 .
	1.1.2.3. Continue to Implement the Robinvale housing strategy	2021-2025	In Progress 	Three funded projects are underway to help in the provision of housing across the municipality. Two projects relate specifically to Robinvale - Seasonal Workers Accommodation Program and Robinvale housing Investment Strategy. In addition the construction of 4 dwellings in Ronald Street is underway and nearing completion.
	1.1.2.4. Continue development of Tower Hill stages	2021-2025	In Progress 	Stage 13 released and sold as at 31 December 2021. Stage 14 construction completed, final approvals due end of September then sales can commence.
	1.1.2.5. Assist South West Development Precinct developers	2021-2025	In Progress 	This is ongoing as developers require assistance.
1.1.3. Excellent transport links to allow ease of movement	1.1.3.1. Advocate for a review of the Swan Hill Town Bus route	2022/23	In Progress 	Letter has been sent to PTV and local MPs advocating for review of the Swan Hill Town bus route in light of the growth of the town and ongoing requests from the community for new bus stops. Ongoing and regular communication occurs with PTV (every two months). Response from PTV was appreciative of our request for a review of the current bus routes due to changing community expectations and needs, however there is limited funding available to provide a review at this stage. Representations will continue to be made to PTV for improvements/extensions to existing public transport bus routes.
	1.1.3.2. Advocate for the completion of the Murray Basin Rail Project	2021-2025	In Progress 	Council continues to support the Rail Freight Alliance and its work in advocating for the completion of the Murray Basin Rail Project. Council has previously signed a petition seeking additional State government funding and has acknowledged the Federal Government's contribution of a further \$200m for the completion of the project.
	1.1.3.3. Advocate for the continual improvement of the Murray Valley Highway and upgrade of the Robinvale Sea Lake Road	2021-2025	In Progress 	Recent improvements to MVH following adoption of the Central Murray Regional Transport Strategy several years ago include completion of enhancements to the Lake Charm to Lake Boga section and construction of truck stops/rest areas between Robinvale and Swan Hill. A list of possible improvements has been provided to the department of transport for inclusion in the Murray Valley Highway strategy.
	1.1.3.4. Actively participate in the Central Murray Regional Transport Forum	2021-2025	Complete and Ongoing 	The technical group of the CMRT Forum met in April 2022.
	1.1.3.5. Implement relevant actions from the CMRT strategy	2021-2025	Complete and Ongoing 	Finalised the study for A-Double access jointly with Gannawarra Shire. Received the final report with recommendation for improvements and gaps.

1.2. Careful and responsible management of our Environment for a sustainable future				
STRATEGIC INITIATIVES	ACTION	DUE DATE	PROGRESS	COMMENTARY
1.2.1. Engage, empower and mobilise communities to prepare for, adapt to and mitigate the effects of a changing climate	1.2.1.1. Support initiatives that align with policy such as the Circular Economy and provide tangible outcomes for the community, for example: ↑ cleaner air for all, quality and smell ↓ litter, roadside dumping, co-mingling waste	2021-2025	In Progress 	When state-wide educational material is received from Sustainability Victoria, Council will review and amend existing policies and community information materials as deemed appropriate. Grant fund application for RV Household Education and Behaviour Change Fund - Round 2 has been successful (\$60,918 Ex GST) and inception meeting was held on Thurs 2 June with Sustainability Victoria. Grant fund Deed Agreement has been discussed and agreed upon and was signed on 17 June. The main focus and goal of the project is to educate and help residents to quickly adapt to and correctly use new household recycling and waste services. Council has been advised of success in two more grant fund applications: Stage 2 of Compost Facility Infrastructure \$961,400 and Transfer Station Upgrade Fund Rd 2 \$296,350.
	1.2.1.2. Prepare an advocacy document for renewable energy resources in the municipality	2022/23	In Planning 	With the release of the Project Assessment Draft Report (PADR) on 29 July 2022 for the Victoria – New South Wales Interconnector (VNI) West project, which identified a preferred option that will unlock significant transmission transfer capacity within our municipality, the scope of the documents needs to be redrawn in Q4 to capture the additional renewable energy projects that VNI West will make possible.
	1.2.1.3. Develop drainage strategies for key urban areas in the municipality	2023/24	In Planning 	A brief is being prepared to engage a consultancy to prepare a city-wide drainage strategy.
	1.2.1.4. Implement effective diversion and reuse of waste resources	2022/23	In Progress 	A grant application has been made for the implementation of a mattress recycling process to a value of \$355k. Successful applicants were to be advised early July 2022. At this stage no advice has been received regarding the success or not of our application.
	1.2.1.5. Develop irrigation strategies for key urban areas in the municipality	2022/23	In Progress 	Contract has been awarded for the irrigation system upgrade of Riverside Park in Swan Hill. The project is awaiting approval of the Cultural Heritage Management Plan which is anticipated to occur shortly. CHMP has recently been approved and works have commenced. The pre-cast pump shed was craned in on the 8th June. Beasy plumbing have begun to install the suction line to the pump shed. Project is 75% complete. The pump is waiting on electrical connection and a GMW meter. Subbie has been engaged to commence reinstatement works where trenching was completed. A review of the irrigation requirements within the municipality townships is continuing. As part of Vibrant Villages project quotes have been obtained for the rolling out a new automated cloud based irrigation systems in small townships including Manangatang, Nyah / Nyah West with completion by June 2022. The PMO informed me that they won't be rolling out the cloud based irrigation system. FYI I was not consulted when the decision was made. Unfortunately, this decision will create more work for our team when we need to turn them on/off or adjust the timers. Works at Nyah have been completed, Nyah West and Manangatang are still ongoing. Nyah, Nyah West, Piangil, Ultima completed. Manangatang waiting for power for pump on irrigation system.

STRATEGIC INITIATIVES	ACTION	DUE DATE	PROGRESS	COMMENTARY
1.2.2. Accessible open spaces and healthy rivers and lakes	1.2.2.1. Improve the presentation of the Lake Boga foreshore and its environs in collaboration with the community	2021-2025	In Progress 	An irrigation plan and cultural heritage assessment has been completed and approved for the southern end of Lake Boga (between Caravan Park and housing estates). A draft landscape master plan for this section of public land has now been completed and feedback is being sought from stakeholders within Council and the community. Consultant developed plans but no funding to deliver project.
	1.2.2.2. Prepare a Murray River and lakes access strategy for the municipality incorporating - camping / walking and bike tracks	2024/25	In Progress 	Drafting ELT and Council Report for Camping & Trail Strategy. Report to ELT in August 2022 for consideration and direction.
	1.2.2.3. Plan and construct open space development of the decommissioned Number 9 Channel	2022/23	In Progress 	<ol style="list-style-type: none"> 1. Path works complete. 2. Lighting works in dispute, expected to be complete by Mid-Oct after dispute resolution. 3. Contractor started working on irrigation, expected completion by End Nov-2022. 4. Landscaping works being planned with available budget i.e. \$ 100,000, expected completion - Mar/April 2023.

1.3. Building Healthy Communities				
STRATEGIC INITIATIVES	ACTION	DUE DATE	PROGRESS	COMMENTARY
1.3.1. Encourage active and healthy lifestyles for people of all ages, abilities and interests	1.3.1.1. Continue to implement master plans for all recreation facilities	2021-2025	In Progress 	Detailed designs for Robinvale Football Change rooms completed. Consultant brief drafted for conceptual designs and governance model for Swan Hill Sporting Hub - issued out March 2022. Funding application with Sport and Recreation Victoria for the construction Robinvale Football Change room submitted. Still awaiting funding advice outcome. Still awaiting funding advice outcome.
	1.3.1.2. Develop detailed plans for the Lake Boga - Swan Hill trail	2022/23	In Progress 	Initial discussions with VicRail and VicTrack have been initiated to ascertain their requirements for the railway crossing but will take considerable time. Discussion with VicTrack and V/Line are not yielding results and this requires support from a senior position.
	1.3.1.3. Support initiatives leading to better outcomes for children and families	2021-2025	In Progress 	Virtual early years information hub has been established and was due to be launched pre-Christmas. Delayed by Covid outbreak. Virtual Hub launched on 17 June, with events in Swan Hill and Robinvale.
	1.3.1.4. Partner with agencies to address preventable illnesses and active lifestyles	2021-2025	In Progress 	Assisting with transition of Primary Care Partnership into new Primary Health Unit which took place 31 March 2022.
1.3.2. Spaces where people of all ages, abilities and backgrounds can flourish	1.3.2.1. Reinvigorate performance spaces across the area, including Robinvale Community Art Centre	2022/23	In Progress 	Applied for grants for significant audio visual upgrades to Robinvale Community Arts Centre, unfortunately unsuccessful with grant application. Successful recruitment of Performing Arts and Venue Manager. Appointed part time venue tech for Robinvale Community Arts Centre. Maintenance work has begun to make venue operational. Fly tower (area above stage where you hang lights and scenery) has been inspected and needs to be upgraded before any live performances using the fly tower can occur, however screen used to show movies is up to standard. Successfully negotiated with Hoyts to hire digital projector to show current films. Films will be shown once a month, commencing this year. Performances are planned for the foyer and the hall this year
	1.3.2.2. Incorporate child and family-friendly principles into development of outdoor spaces	2022/23	In Progress 	Part of ongoing Child Safety Standards work, in conjunction with other work areas including Parks and Gardens. Child Safe Standards policy has been revised to reflect the changes introduced in July 2022 and will be presented to Council for adoption.
	1.3.2.3. Review and implement the public art policy	2021/22	Complete 	Public Art Policy formally adopted by Council 15 March 2022.







1.4. Foster Creative and Cultural opportunities				
STRATEGIC INITIATIVES	ACTION	DUE DATE	PROGRESS	COMMENTARY
1.4.1. Promote and celebrate the creative and cultural pursuits within the region	1.4.1.1 Deliver creative industries projects across the region	2022/23	In Progress 	Continuing inter LGA and interstate opportunities using the Australia's Creative Rural Economy (ACRE) Project as a vehicle. ACRE Exhibition toured to Gannawarra Shire in 2022. Currently planning for 2023.
	1.4.1.2. Support local creatives in developing their businesses (Arts Action)	2022/23	Complete and Ongoing 	Programs that support and develop local creatives including Delivery of workshops through our Public programs - Go North Arts Festival, as well as exhibitions directly targeting younger creatives such as Big Fish 5 and Standout! Other group exhibitions and workshops by arts professionals bring another level of professional development to the region. The establishment of Art Salon type gatherings for local creatives will encourage collaborations and participation in future projects.
	1.4.1.3. Enhance artistic outreach programs in smaller towns and communities, including Fairfax Youth Initiative and ACRE programs	2022/23	In Progress 	New strategic plan for Fairfax underway, grant applications for operational funding submitted in December 2022, and partnership with Country Education Partnership agreed. Recruitment of Venue and Performing Arts Manager role completed February-March 2022. Successful \$251,000 grant for Fairfax announced March 2022. Three communities Managatang, Nyah and Boundary Bend, have indicated interest in RAVs Connecting Places program (performances in community halls). Regular informal meetings with artists in the region has commenced at the Swan Hill Town Hall Performing Arts and Conference Centre. Mallee Artists Group has been set up with RAV, online meetings have commenced, first meeting face to face to be held in Hopeton









Prosperity

2. We will continue to build and strengthen a prosperous local economy, through sustainable growth and education. We will focus on creating jobs and wealth through adding value to existing strengths in all areas of our economy

2.1. Effective partnerships for prosperity				
STRATEGIC INITIATIVES	ACTION	DUE DATE	PROGRESS	COMMENTARY
2.1.1. Support diverse educational opportunities that fosters life-long learning	2.1.1.1. Establish an effective relationship with the education sector through regular engagement	2022/23	In Progress 	Regular meeting with SuniTAFE to consider shared opportunities. April 22 - Attended the funding announcement for the purchase of electric and Hybrid Vehicles. Recent meeting and Tour at Sunitafe Swan Hill.
	2.1.1.2. Advocate for the establishment of an education hub in Swan Hill	2023/24	In Progress 	Councillors support grant application for Federal funding of Country Universities Centre in Swan Hill. Application submitted March 2022. Grant application unsuccessful.
	2.1.1.3. Support effective and responsive early years education opportunities in Manangatang, Woorinen South and Swan Hill	2023/24	In Progress 	The Planning Early Years Infrastructure Project in Manangatang and Woorinen South commenced in September 2021. Local Logic Place is the consultant contracted to facilitate community consultation about the future of early years infrastructure including preschools and Maternal and Child Health in both of these small communities. Architects have been contracted to develop concept designs for renovation of existing infrastructure and/or options for relocating early years infrastructure onto primary school sites. First draft of concept plans and initial findings presented to Woorinen South and Manangatang communities in March 2022. Next step is to report back to communities later in 2022, as no eligibility for Building Blocks grants this round. Final reports are in draft for the Planning Early Years Infrastructure in Manangatang and Woorinen South Project. The draft reports contain details of the community consultations and the need for a rurally cognisant model for early years infrastructure.
	2.1.1.4. Assist youth with diverse employment pathways through the Empower and Engage! Programs	2022/23	In Progress 	Empower and Engage programs focusing on Manangatang and Robinvale - established links with Student Representative Councils at both schools, and regular presence in both towns. Ongoing.

STRATEGIC INITIATIVES	ACTION	DUE DATE	PROGRESS	COMMENTARY
2.1.2. Support our key industries	2.1.2.1. Establish a Terms of Reference and develop an Annual Plan with the AgriBusiness Advisory Committee	2022/23	In Progress 	Advisory Committee meeting on a regular basis. Agenda items listed for discussion at future meetings Committee Terms of Reference and Annual Plan to ensure maximum benefit for Council in having the Committee.
	2.1.2.2. Consider the establishment of an Industry Support Committee (Manufacturing and other)	2022/23	In Progress 	Discussion with Swan Hill Inc about the possible reactivation of the Industrial Committee. Preparation of a report to ELT and the Council on the benefit of establishing an Industry Support Committee given that the future development of industry and manufacturing is likely to feature in the Draft Economic Development Strategy. Presentation of report in August 2022. Discussion still required with Swan Hill Inc before report back to ELT and Council.
	2.1.2.3. Review the Economic Development Strategy to ensure a targeted focus on key outcomes	2022/23	In Progress 	Review of all current documentation relating to the Economic Development Strategy being undertaken to determine what has been achieved and what is still required to be done. Development of key economic and business development priorities that should form the basis of the next strategy being prepared. Suggested process to develop the Economic Development Strategy to be presented to ELT and Council in late July 2022. Council briefed on the process to review and develop a new strategy with Officers now engaged in meeting the time line outlined.
	2.1.2.4. Develop a strategic plan for future success of the Pioneer Settlement	2023/24	In Planning 	Specifications are being developed for release in 2022/23, once a decision has been made on proposed new entry location which is part of a larger funded project.
	2.1.2.5. Develop an Economic recovery plan in response to Covid-19	2021/22	In Planning 	A response plan was developed in late 2020 and will be used as background for the review of the Economic Development Strategy.
	2.1.2.6. Establish a Livestock Exchange Stakeholder committee to improve stakeholder engagement and to better meet the needs of Livestock Exchange users	2022/23	Complete 	Advisory committee established and appointed by Council. First meeting 14 June 2022.

2.2. A thriving diverse economy				
STRATEGIC INITIATIVES	ACTION	DUE DATE	PROGRESS	COMMENTARY
2.2.1. Encourage the growth and development of our economy	2.2.1.1. Develop a new planning scheme that is clear in its intention, supports growth and builds confidence and certainty in land use	2024/25	Not Started 	On work plan for 2024/25.
	2.2.1.2. Continue to support existing businesses to grow through the implementation of the Better Approvals process	2021-2025	In Progress 	Better Approvals team continue to support existing and proposed businesses in the municipality. The potential to extend the service to community and sporting groups is being considered.
	2.2.1.3. Actively pursue the establishment of a designated area migration agreement (DAMA)	2021-2023	In Progress 	Regional interest is limited. Once all nearby Councils have responded a further report on a way forward will be presented to Council.









2.3. Infrastructure that enables prosperity				
STRATEGIC INITIATIVES	ACTION	DUE DATE	PROGRESS	COMMENTARY
2.3.1. Digital connectivity that allows people to live, work and play across our region	2.3.1.1. Advocate for high speed broadband access to all businesses and residents	2022/23	In Progress 	Working with NBN and Telstra with Federal funding application - Connectivity Round 2. Awaiting application outcome.
	2.3.1.2. Seek innovative solutions for broadband and mobile connectivity	2022/23	In Progress 	Working with NBN and cross Border Commissioner funding application for new towers to support Woorinen, Nyah, Piangal and Murray Downs. Application has been submitted with support of Cross Border Commissioners and Murray Council. Awaiting outcome.
2.3.2. Assets for our current and future needs	2.3.2.1. Complete road network services review, identify and pursue funding opportunities, focusing on the agricultural sector and industry	2022/23	In Progress 	Draft report from consultants for the High Performance Freight Vehicle (HPFV) strategy for both SHRCC and Gannawarra Shire was reviewed at a meeting on Tues 14 June. Finalisation of the report is due by June 30. This strategy will be used for future grant fund applications. Final report has been received.
	2.3.2.2. Deliver and review Councils capital works program and Major Projects Plan each year	2021-2025	In Progress 	New projects taken up by PMO staff from 2022/23 budget and PMO planning on other projects from 2202/23.
	2.3.2.3. Review current assets and identify future needs - create a program to bridge the gap and identify funding requirements.	2021-2025	In Progress 	Asset Management Plans (AMP) for all asset classes being progressed. <ul style="list-style-type: none"> - Transport and Stormwater have been updated to be ratified by CEO and included in long term planning (ETA NOV22) - Open space AMP expected completion by DEC22. - Fleet AMP Expected completion MAR23 <p>Other portfolios to be completed require the following prior to completion.</p> <ul style="list-style-type: none"> - Building Asset Condition Inspection (last completed 2017) - Buildings, Rec & Leisure will both require significant stakeholder consultation - Pioneer Settlement may require heritage consultant due to nature of the assets
	2.3.2.4. Continue to plan and seek funding to implement the development of community infrastructure	2021-2025	In Progress 	Submitted a funding application with both Federal and State Governments to support the Robinvale Riverfront Masterplan including a new nature / adventure playground and skate park. Outcome announcement in June 2022. Finalise Local Roads Community Infrastructure projects round 2 and 3. Funding application for a regional university centre in Swan Hill has been submitted. Application for funding for adventure playground and skate park in Robinvale successful with works to commence in July 2022. University submission unsuccessful.









3. We will be a welcoming community for all, recognised by our maturity and respect for each other.







Harmony

3.1. Communities that are safe, welcoming and inclusive				
STRATEGIC INITIATIVES	ACTION	DUE DATE	PROGRESS	COMMENTARY
3.1.1. The diversity of our communities is celebrated	3.1.1.1. Engage with LGBTIQ+ community members to improve inclusion and community awareness through leadership of the Inclusion Network.	2022/23	In Progress 	Local LGBTIQ+ committee has been rejuvenated with secretariat now - meet was held with new LGBTIQ+ Commissioner and partner agencies in December. Follow-up meeting held 15 March, to plan for further visits and work in August.
	3.1.1.2. Support co-designed development of multicultural events and activities	2022/23	In Progress 	Ongoing on a case by case basis. Harmony Day 2022 planned by committee of community members supported by Council officers. Harmony day held on 26 March 2022. Robinvale Lantern Festival held successfully on 9 September.
	3.1.1.3. All-abilities events and activities are well-planned and promoted	2022/23	In Progress 	Ongoing - working with other multicultural groups to promote events grants, and providing knowledge of existing events, lining Harmony Day and Lantern Festival committees.
	3.1.1.4. Continue to develop the annual Harmony Day and Lantern Festival events.	2022/23	In Progress 	Harmony Day 2022 planned by committee of community members supported by Council officers, held on 26 March. Robinvale Lantern Festival held successfully on 9 September.
3.1.2. Encourage the growth and positive development of our youth	3.1.2.1. Improve Youth Support Services outreach to young people in Manangatang and Robinvale	2022/23	In Progress 	Ongoing - Novo Youth Council operates with a co-design model for all events - including PUSH, planned for 4 February 2022.
	3.1.2.2. Ensure young people are involved in co-design of annual events	2023/24	Complete 	Robinvale Youth Council is active with 18 current members- weekly meetings.
	3.1.2.3. Support and redevelop the Fairfax Youth Initiative to enhance leadership outcomes for rural and remote youth involved in creative pursuits	2022/23	In Progress 	Strategic work underway for redesigned FYI model - multiple applications for funding for 2022-2025 submitted. Application for Federal Restart Investment to Sustain and Expand (RISE) submitted, successful with \$251,000 grant in early March 2022. Artistic Director appointed and under contract, work has begun on establishment of a governing body.
	3.1.2.4. Undertake the youth wellbeing actions from the Youth Strategy, specifically mental and sexual health.	2023/24	In Progress 	Ongoing - Empower and Engage programs focusing on Manangatang and Robinvale and focusing on mental health as a result of Covid - planned for resumption of school 2022. Visits and engagement work resumed in February 2022.

STRATEGIC INITIATIVES	ACTION	DUE DATE	PROGRESS	COMMENTARY
3.1.3. Flourishing community organisations	3.1.3.1. Actively promote the benefits of Volunteering in all our communities, streamline the process to facilitate volunteering in Council activities and programs	2022 - 2024	In Progress 	A Loddon Mallee volunteering consortium is being established and Council has expressed interest in joining - this consortium is focused on people with disability, First Nations people and newly arrived migrants.
	3.1.3.2. Provide support and training (Governance, Leadership and Strategic Planning) for our small town progress/improvement groups	2022/23	In Progress 	Drafting ELT and Council Report on the Future Community Planning. Review report will consider options for improving our Community Planning processes and outcomes. Report still to be considered by Council.
	3.1.3.3. Improve engagement with community based special interest groups	2022/23	In Planning 	Council to take a more active profile and to initiate meetings with service and other organisations
3.1.4. Our elderly and vulnerable are cared for	3.1.4.1. Support the development of Residential Aged Care services	2023/24	In Progress 	Respond to opportunities for development or increase of aged care places in the region
	3.1.4.2. Determine Council's role in aged care services	2022/23	In Progress 	Information update was provided to Councillors on current status of aged care reform in February 2022. New Commonwealth Government confirmed one-year extension to changes (1 July 2024). Council seeking consultant to work with officers to examine options, to enable a decision by 30 June 2023.
	3.1.4.3. Undertake actions in the Municipal Early to Middle Years Plan associated with improving services to greater assist vulnerable families	2022/23	In Progress 	The Swan Hill MCH Service located in Curlewis St Swan Hill is not large enough to meet the needs of the service, staff or the community (the current MCH location has a floor space of approximately 155 sqm). In October 2021 a second site at 63 McCrae St was leased to accommodate the Enhanced MCH Program. Playgroups, parenting groups and consultations are conducted at this site which was officially opened in June 2022. Changes to the structure of the Enhanced MCH Team were finalised in March/April 2022 in order to better meet the needs of families and children.
	3.1.4.4. Actively engage with local support networks to assist with accessibility and inclusion initiatives	2022/23	In Progress 	Ongoing - Youth Program working with schools, headspace, and other agencies such as health services to ensure inclusion in all events and programs. Planning for Mental Health Week events underway, Youth Ball and Youth Arts Festival to be held during October 2022.
	3.1.4.5. Review Community Access and Inclusion Strategy (CAIS).	2021/22	In Progress 	Most recent CAIS document being reviewed by officers.
STRATEGIC INITIATIVES	ACTION	DUE DATE	PROGRESS	COMMENTARY

3.1.5 All members of our Communities are supported	3.1.5.1. Work in partnership with local agencies to prevent all forms of Family Violence.	2021 - 2025	In Progress 	Application for Prevention of Family Violence funding submitted in late February 2022 was unsuccessful.
	3.1.5.2. Develop and implement a Gender Equality Action Plan (GEAP)	2021/22	Complete and ongoing 	The People matters survey was completed in July 2021, internal data extractions completed. Data from both was submitted to Gender Equality Commissioner by 1 December 2021. Data collected will form the basis of the GEAP which is on track for completion by March 2022. Draft GEAP developed and currently in consultation stage. GEAP was submitted to the Commission on 31 March 2022 and compliant as of June 2022.
	3.1.5.3. Ensure that we consider people of all abilities in the development of infrastructure and events	2021-2025	In Progress 	Swan Hill Riverfront all abilities equipment recently installed. Will be considered as part of the Gender Impact Assessments.
	3.1.5.4. Develop a Building Safer Communities program	2022/23	In Planning 	A list of potential community safety projects is being compiled for potential funding submissions, including CCTV in public parks. Potential for Riverside Swan Hill CCTV and safety fencing project in Caix Square Robinvale.

3.2. An engaged and respected Aboriginal community				
STRATEGIC INITIATIVES	ACTION	DUE DATE	PROGRESS	COMMENTARY
3.2.1. Strengthening our trust, relationships and partnerships with Traditional Owners and the Aboriginal and Torres Strait Islander community	3.2.1.1. Develop a Reconciliation Action Plan	2022/23	Not Started 	Awaiting recruitment of appropriate staff and allocation of resourcing to conduct this work.
	3.2.1.2. Adequately resource Aboriginal Engagement	2022/23	In Progress 	New Council web page dedicated to engaging with local Aboriginals on key elements including welcome to country ceremonies, public art program and project developments. Funding request in 2022/23 budget for additional resources.
	3.2.1.3. Support our Aboriginal community to work towards a treaty or treaties	2021-2025	Not Started 	Recruitment for vacant positions and extra funding for Aboriginal support needs to be achieved to enable this work to proceed.




STRATEGIC INITIATIVES	ACTION	DUE DATE	PROGRESS	COMMENTARY
3.2.2. Encourage and support community leadership	3.2.2.1. Continue to offer Aboriginal scholarships and leadership opportunities	2021-2025	In Progress 	Opportunities for scholarships advertised in February/March 2022. Scholarship advertising conducted with no applications received. Looking at other options, potential traineeships in this space. Host traineeships targeted to Aboriginal applicants yet to commence (WFP# 1.5)
	3.2.2.2. Continue to assist to develop Our Place identifying an Aboriginal language name and business model	2021/22	In Progress 	This work is ongoing depending on the site and development of "Our Place"
	3.2.2.3. Proactively support leadership within our Aboriginal community	2021-2025	Not Started 	Action Plan to be prepared on how to advance this process. Council needs to be briefed on the treaty process being undertaken by the State Government and the Traditional Owners.
3.2.3. Celebration and recognition of Aboriginal and Torres Strait history and culture	3.2.3.1. Investigate and seek funding for Aboriginal tourism opportunities	2022-2025	In Planning 	This is ongoing and is limited as Council is often not an acceptable body to apply. Apply State Government grant to support planning activities for Pentland Island Application for funding for planning for Pentland Island successful. Consultants to be engaged and work will be undertaken by June 2023
	3.2.3.2. Formal inclusion of Aboriginal and Torres Strait Islander input in Art Gallery programming and cultural activities	2021-2025	Complete and Ongoing 	Inclusion of Aboriginal community members through constitutional changes to Gallery Advisory Committee. Ongoing adoption of recommendations from Australian Museums and Galleries Association's "First Peoples: A roadmap for enhancing Indigenous engagement in museums and galleries". Planning for future Aboriginal focussed exhibitions.
	3.2.3.3. Support Aboriginal and Torres Strait Islander days of significance	2021-2025	Complete and Ongoing 	Funding support NAIDOC Week. Scheduled activities to again participate in NAIDOC Week have been planned. Council participated in National Sorry Day in May 2022.














1. We will ensure accountable leadership, advocacy and transparent decision making.









Leadership

4.1. Excellent management and administration				
STRATEGIC INITIATIVES	ACTION	DUE DATE	PROGRESS	COMMENTARY
4.1.1. Well managed resources for a sustainable future	4.1.1.1. Invest in the development of employees to enable a highly skilled and engaged workforce	2021-2025	In Progress 	Training needs analysis has been completed following the staff review process in September 2020, Organisational Training Plan implementation has commenced. The 2022 Staff Review process will commence in May 2022. The 2022 Organisational Training Plan was approved by ELT and forms part of the 2022 Staff Review Process. A training reports being generated following the review process and nominated training is being arranged.
	4.1.1.2. Promote a culture of continuous improvement with a focus on efficiency and customer service	2021-2025	Not Started 	Ongoing work will see improvements when the IT strategy is implemented and changes to customer interactions. June 22 LGA implementation completed with over 30 new policies, and plans that will impact on how we do business and improve customer service. Currently reviewing a new payroll system, HR System and Leave System (PMO). The customer service policy is also under review to provide improved customer services.
	4.1.1.3. Embed rigor in our planning process to ensure long-term sustainability and continuity of Council's services	2021-2025	In Progress 	2021 Annual Report completed, Local Government Performance Reporting submitted and Service Performance report completed. 10 Year Major Project Plan approved, Council adopted 2022/23 Budget at its June Council meeting, Long Term Financial Plan currently in draft.
	4.1.1.4. Develop and implement a Workforce Development Plan	2021/22	Complete and ongoing 	Workforce Development Plan completed and approved in December 2021. Actions from the Workforce Development Plan are being implemented with six being completed.
4.1.2. Provide robust governance and effective leadership	4.1.2.1. Implement a Project Management Framework and system	2021/22	In Progress 	The Project Management software is being refined with use and is planned to improve further with scheduled updates of Civica in October 2022. Framework being reviewed to make it simpler for the use by wider organisation.

	4.1.2.2. Develop and implement a Strategic Asset Management plan and supporting Asset Management plans	2021/22	Complete and ongoing 	Strategic Asset Management Plan (SAMP) ratified at Council meeting 14 June 2022. The Transport Asset Management Plan (TAMP) and Stormwater Asset Management Plans (SWAMP) being updated to be ratified by CEO. Open Space Asset Management Plan due by EOY.
	4.1.2.3. Provide Councillors with professional development and support to ensure effective governance	2021-2025	In Progress 	Councillors provided with opportunities to attend MAV and LGPro courses and workshops. Three Councillors and CEO attended the ALGA Conference in Canberra from 19 June 2022 to 22 June 2022.
	4.1.2.4. Work with Town Representative groups to better plan and deliver projects	2021-2025	In Progress 	Drafting ELT and Council Report on the Future Community Planning. Review report will consider options for improving our Community Planning processes and outcomes. To be presented to ELT by mid to late July 2022. Community Planning discussion needs to be conducted with Council and the Community to determine aspirations and expectations around service delivery.

STRATEGIC INITIATIVES	ACTION	DUE DATE	PROGRESS	COMMENTARY
4.1.3. Sound, sustainable: o Financial management o Excellence in service delivery o Strategic planning	4.1.3.1 Deliver projects on time, on budget and within scope	2021-2025	In Progress 	Ongoing and achieving, however, projects are impacted by price rise. PMO still working to deliver projects within budget constraints.
	4.1.3.2. Working to budget and ensure future planning to meet financial needs	2021-2025	Complete and Ongoing 	Preparation of the 2021/22 financial statements have been undertaken in July and August, with the onsite audit visit conducted the week beginning 8 August. The statements were presented to the Audit and Risk Committee 8 September, and went to Council 20 September for in-principle adoption and then sign off from the Victorian Auditor General Office. Preparation of the 10 Year Major Projects Plan begun the first week of September and projects listed in year 1 of the plan will form the basis of projects included in the 2023/24 budget. The carry forward calculations on projects not completed in 2021/22 has been undertaken and the revised budget amounts on projects have been updated in BIS.
	4.1.3.3. Review two service delivery areas in years 2 (Parks and Gardens / Library) and 4 (Economic and Community development / Circular economy) of this Council Plan to improve and ensure accessibility and consistency of our customer experience	2022/23 & 2024/25	Not Started 	Not commenced

4.2. Transparent communication and engagement				
STRATEGIC INITIATIVES	ACTION	DUE DATE	PROGRESS	COMMENTARY
4.2.1. Effective and authentic engagement with our community	4.2.1.1. Review our Community Engagement Strategy to ensure our engagement is meeting the needs of the community	2022/23	In Progress 	Planning and review of 2019/22 document has commenced.
	4.2.1.2. Embed the Community Engagement principles and practices across the organisation	2023/24	In Progress 	Community engagement training will be offered to key staff in the organisation, training will be based on the Community engagement Guidelines and potentially delivered by a consultant
	4.2.1.3. Build constructive relationships with special interest groups in our community	2021-2025	In Progress 	This is ongoing and will continue to change as projects are initiated and progress.
	4.2.1.4. Review our use of social media platforms across Council with a view of increasing Councils exposure and ensuring consistent moderation	2021/22	Complete 	Social Media Policy has been reviewed. Working closely with the Town Hall to increase engagement through Socials. Library have created an Instagram account.
4.2.2. Visible presence in our community	4.2.2.1. Maximising the opportunities for Councillors and senior staff to represent Council at relevant community meetings, functions and events	2021-2025	Not Started 	Restricted opportunities due to COVID-19 limitations
	4.2.2.2. Continue quarterly Coffee with a Councillor around the municipality	2021-2025	In Progress 	Coffee with a Councillor (CwC) will be held bi-monthly at events throughout the municipality, discussions held concluded that stand alone events are not effective at engaging our community. CwC schedule to be prepared for the remainder of the financial year.
	4.2.2.3. Arrange structured tours of the municipality where Councillors and senior staff meet with key community groups	2022/23	Not Started 	COVID-19 has not permitted the commencement of structured tours.
	4.2.2.4. Create a culture where staff are ambassadors for the Council	2021-2025	In Progress 	Review and continue to improve internal communication tools. Acknowledge and reward staff appropriately

4.3. Bold leadership, strong partnerships and effective advocacy				
STRATEGIC INITIATIVES	ACTION	DUE DATE	PROGRESS	COMMENTARY
4.3.1. Create meaningful partnerships across our communities	4.3.1.1. Continue involvement in community groups	2021-2025	In Progress 	Ongoing
	4.3.1.2. Support Robinvale with its Committee for Robinvale Euston (C4RE)	2022/23	In Progress 	Scheduled initial meeting in October 2021 was unable to take place. Robinvale Euston Workforce Network (REWV) established with external funding in May 2022, and Council is a partner with the Coleman Foundation program in Robinvale which supports the REWV.
	4.3.1.3. Support the health and wellbeing partnerships that address preventable illnesses.	2023/24	In Progress 	Finalising the transition from the Primary Care Partnership model to the Primary Health Unit model, took place 31 March 2022. Council is a partner is the local Health and Wellbeing, LGBTIQ+ and Mental Health committees, and supports their ongoing initiatives.
	4.3.1.4. Continue to support and work with Swan Hill Incorporated	2021-2025	In Progress 	CEO meets with Swan Hill Inc on monthly basis to discuss opportunities. Conducted a workshop with Swan Hill Inc Representatives to discuss developing a closer working relationship and how to work on projects that both organisations have funding for. Council has accepted the Marketing and Annual Plan provided by the Swan Hill Inc Board and will continue to work together on joint projects to promote the township and surrounds.
4.3.2. Strong relationship with State and Federal governments to influence advocacy and funding opportunities	4.3.2.1. Continue to advocate on the following issues: <ul style="list-style-type: none"> • Improved Healthcare for our people, including a new hospital for Swan Hill • A new Murray River Bridge at Swan Hill • Complete the Murray Basin Rail Project • Housing and enabling infrastructure • Better use of environmental water and the development of a plan specific to the Murray River between Swan Hill and Robinvale. 	2021-2025	In Progress 	Construction of 4 houses in Ronald St Robinvale, part funded by State Government Grant. Various studies on housing opportunities in Robinvale and the region are underway - due early 2022. Advocacy against proposal by State Government to remove rates from social housing. Representations to Federal and State Governments on need for improved water and wastewater infrastructure for small towns.
	4.3.2.2. Review Council's advocacy strategy on an annual basis	2021-2025	In Progress 	Advocacy Strategy adopted on 21 May 2019 - review by 30 June 2022. Investigating new (more modern) ways of producing this information - through media and website.
4.3.3. Working together in promotion of the municipality	4.3.3.1. Positively promote our region as a great place	2021-2025	In Progress 	Continue with Tourism promotion across the municipality and region and during all recruitment.
	4.3.3.2. Continue to work with Murray River Tourism and Swan Hill Incorporated to promote the municipality	2021-2025	In Progress 	Former CEO Board member of Murray River Tourism Board. We continue to work actively on issues of mutual interest, eg Workshop scheduled for February 2022. CEO and Chair of Swan Hill Inc meet monthly to discuss opportunities and issues of common interest.



B.22.87 GIFTS, BENEFITS AND HOSPITALITY POLICY AND PROCEDURE

Responsible Officer: Director Corporate Services
File Number: S16-25P-02-027
Attachments: 1 Gifts, Benefits and Hospitality Policy and Procedure

Declarations of Interest:

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

Summary

The Local Government Act 2020 requires Council to adopt a Gifts Policy. The Gifts, Benefits and Hospitality Policy and supporting Procedure have been developed in consultation with Council staff and are compliant with the Local Government Act.

The Policy enables consistency across the organisation of how the gifts, benefits and hospitality process is managed. The Policy provides clear expectations to Councillors and staff about what is required in relation to gifts, benefits and hospitality and provides transparency for the public about Council's approach to receipt of those items.

Discussion

A Gifts Policy is required to be established by Council under section 138 of the Local Government Act 2020. This Gifts, Benefits and Hospitality Policy and Procedure have been developed in accordance with the Local Government Act 2020 and were adopted in April 2021. This is the 12 month review following initial adoption and no significant changes have been made.

The Policy / Procedure includes:

- A clear outline Council's position responding to offers of gifts, benefits and hospitality including Councillor and staff obligations;
- Clear definitions of what constitutes a gift / benefit / hospitality;
- The Policy allows individuals to accept some offers of gifts, benefits or hospitality (such as a box of chocolates) and establishes clear processes for acceptance;
- The GIFT test which is intended to help guide the decision whether to accept or decline the gift;
- A requirement that the Gifts, Benefits and Hospitality Notification Form must be completed regardless of whether the gift was accepted or declined and its value, with the exception of declined token gifts;
- Introduction of a public register of gifts offered to Councillors and Nominated Officers with the exception of declined token gifts. The public register will be available on Council's website;

- Behavior consistent with the Councillor Code of Conduct and Staff Code of Conduct.

Consultation

Consultation has occurred with the Chief Executive Officer, Executive Leadership Team, relevant Council staff and the Governance Unit.

Financial Implications

Not applicable.

Social Implications

The Policy supports Council in its ongoing drive for good governance and the importance of openness and transparency with the community.

Economic Implications

Not applicable.

Environmental Implications

Not applicable.

Risk Management Implications

A Gifts Policy is required to be established by Council under section 138 of the Local Government Act 2020. A delay in endorsing and implementing the Gifts, Benefits and Hospitality Policy may result non-compliance with the Act.

Council Plan Strategy Addressed

Leadership - Excellent management and administration.

Options

Council may choose to adopt or amend the recommendation.

Recommendation

That Council adopt the Gifts, Benefits and Hospitality Policy and procedure as presented.

133/22 Motion

MOVED Cr McPhee

That Council adopt the Gifts, Benefits and Hospitality Policy and procedure as presented.

SECONDED Cr McKay

The Motion was put and CARRIED

Date adopted	February 2021
Last review	September 2022
Next review	September 2026
Responsible Officer	Director Corporate Services

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



POLICY TITLE **GIFTS, BENEFITS AND HOSPITALITY POLICY**

POLICY NUMBER **CPOL/GOV027**

1. PURPOSE

The purpose of this policy is to outline Swan Hill Rural City Council's (Council) position on responding to offers of gifts, benefits and hospitality.

The intent of this policy is to support individuals and Council to avoid conflicts of interest and maintain high levels of integrity and public trust.

This policy supports behavior consistent with the Councillor Code of Conduct and Staff Code of Conduct.

2. SCOPE

This policy applies to all Councillors, Council committee members, employees and any individuals undertaking activity for or on behalf of Council.

3. DEFINITIONS

Benefits: Benefits include preferential treatment, privileged access, favours or other advantage offered to an individual. They may include invitations to sporting, cultural or social events, access to discounts and loyalty programs and promises of a new job.

The value of benefits may be difficult to define in dollars, but as they are valued by the individual, they may be used to influence the individual's behaviour.

Bribe: To give money or some other form of consideration to a public official so as to persuade the official not to exercise his or her common law or statutory powers or to bestow some privilege or favour.

Conflict of interest: Conflicts may be a:

- general conflict of interest within the meaning of section 127 of the Local Government Act 2020 (the Act); or a
- material conflict of interest within the meaning of section 128 of the Act.

A general conflict of interest is where an impartial, fair-minded person would consider that a person's private interests could result in that person acting in a manner that is contrary to their public duty.

Gifts, Benefits and Hospitality Policy CPOL/GOV027		
Version: 1.1	This document is uncontrolled when printed	Page 1 of 4

A material conflict of interest is where an affected person would gain a benefit or suffer a loss depending on the outcome of the matter. The benefit may arise or the loss incurred either directly or indirectly and in a pecuniary or non-pecuniary form.

Gifts: Gifts are free or discounted items or services and any item or service that would generally be seen by the public as a gift. These include items of high value (e.g. artwork, jewellery, or expensive pens), low value (e.g. small bunch of flowers), consumables (e.g. chocolates) and services (e.g. painting and repairs).

Hospitality: Hospitality is the friendly reception and entertainment of guests. Hospitality may range from light refreshments at a business meeting to expensive restaurant meals and sponsored travel and accommodation.

Gifts, Benefits and Hospitality Register: A record of all declarable gifts, benefits and hospitality.

Nominated Officer: Means a member of Council staff who—
(a) has a statutory or delegated power, duty or function; and
(b) is nominated by the Chief Executive Officer because of the nature of that power, duty or function.

Token offer: A token offer is a gift, benefit or hospitality offered as courtesy or is inconsequential or trivial in value (ie equal to or less than \$50 for a Council employee of equal to or less than \$200 for a Councillor) to both the person making offer and the individual. Such gift would not be reasonably perceived as influencing a Councillor or Council Officer or raising an actual, potential or perceived conflict of interest (excludes cumulative offers from same source over 12 month period).

Non-token offer: A non-token offer is a gift, benefit or hospitality that is, or may be perceived to be by the recipient, the person making the offer or by the wider community, of more than inconsequential value. All offers of more than \$50 for a Council employee of more than \$200 for a Councillor must be recorded on Council's Gifts, Benefits and Hospitality Register.

4. POLICY

Council is committed to and will uphold the following principles in applying this policy:

- **Impartiality** - individuals have a duty to place the public interest above their private interests when carrying out their official functions. They will not accept gifts, benefits or hospitality that could raise a reasonable perception of, or actual, bias or preferential treatment. Individuals do not accept offers from those about whom they are likely to make business decisions.

Gifts, Benefits and Hospitality Policy CPOL/GOV027		
Version: 1.1	This document is uncontrolled when printed	Page 2 of 4

- **Accountability** - individuals are accountable for:
 - declaring all non-token offers of gifts, benefits and hospitality; and
 - declining non-token offers of gifts, benefits and hospitality
- **Integrity** - individuals strive to earn and sustain public trust through providing or responding to offers of gifts, benefits and hospitality in a manner that is consistent with community expectations. Individuals will refuse any offer that may lead to a conflict of interest.
- **Risk-based approach:** Council through its policies and processes will ensure gifts, benefits and hospitality risks are appropriately assessed and managed.

5. RESPONSIBILITIES

Councillors', council committee members and staff offered gifts, benefits and hospitality:

- Do not, for themselves or others, seek or solicit gifts, benefits and hospitality.
- Refuse all offers of gifts, benefits and hospitality that:
 - are money, items used in a similar way to money, or items easily converted to money;
 - give rise to an actual, potential or perceived conflict of interest;
 - may adversely affect their standing as a public official or which may bring Council into disrepute; or
 - are non-token offers without a legitimate business benefit.
- Declare all offers of gifts, benefits and hospitality (whether accepted or declined) on Council's Gifts, Benefits and Hospitality Register in accordance with the attached Gifts, Benefits and Hospitality Procedure.
- Refuse bribes or inducements and report inducements and bribery attempts in accordance with the attached Gifts, Benefits and Hospitality Procedure.
- Ensure that a person, company or organisation is not placed in a position in which they feel obliged to offer gifts, benefits or hospitality in order to secure or retain Council business.

Supervisory staff are responsible for overseeing management of their direct reports' acceptance or refusal of non-token gifts, benefits and hospitality, modelling good practice and promoting awareness of gifts, benefits and hospitality policies and processes.

6. RELATED POLICIES/PROCEDURES/DOCUMENTS

CPOL/GOV027 Councillor Code of Conduct
 POL/STAFF100 Staff Code of Conduct
 POL/CORP217 Tendering Policy
 CPOL/CORP229 Procurement Policy
 POL/STAFF123 Serious Misconduct, Negligence and Fraud Policy
 CPOL/GOV022 Governance Rules
 POL/STAFF104 Disciplinary Policy
 PRO/GOV018 Public Interest Disclosure Procedure
 CPOL/GOV023 Public Transparency Policy

Gifts, Benefits and Hospitality Policy CPOL/GOV027		
Version: 1.1	This document is uncontrolled when printed	Page 3 of 4

7. RELATED LEGISLATION*Local Government Act 2020 (VIC)***8. DOCUMENT HISTORY**

Version Number	Issue Date	Description of Change
1.0	February 2021	Initial release
1.1	September 2022	Review

Signed: _____ Mayor Date: _____

Date adopted	February 2021
Last review	September 2022
Next review	September 2026
Responsible Officer	Director Corporate Services

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



PROCEDURE TITLE GIFTS, BENEFITS AND HOSPITALITY PROCEDURE

PROCEDURE NUMBER PRO/GOV027

ENABLING POLICY

Gifts, Benefits and Hospitality Policy CPOL/GOV027

ENABLING LEGISLATION

Local Government Act 2020

1. PURPOSE

This procedure sets out the process for accepting, declining and recording offers of gifts, benefits and hospitality.

2. SCOPE

This procedure applies to all gifts, benefits or hospitality offered to, or received by all Councillors, Council committee members, employees and any individuals undertaking activity for or on behalf of Council.

3. DEFINITION

Benefits: Benefits include preferential treatment, privileged access, favours or other advantage offered to an individual. They may include invitations to sporting, cultural or social events, access to discounts and loyalty programs and promises of a new job.

The value of benefits may be difficult to define in dollars, but as they are valued by the individual, they may be used to influence the individual's behaviour.

Bribe: To give money or some other form of consideration to a public official so as to persuade the official not to exercise his or her common law or statutory powers or to bestow some privilege or favour.

Conflict of interest: Conflicts may be a:

- general conflict of interest within the meaning of section 127 of the Local Government Act 2020 (the Act); or a

Gifts Benefits and Hospitality Procedure PRO/GOV027		
Version: 1.1	This document is uncontrolled when printed	Page 1 of 7

- material conflict of interest within the meaning of section 128 of the Act.

A general conflict of interest is where an impartial, fair-minded person would consider that a person's private interests could result in that person acting in a manner that is contrary to their public duty.

A material conflict of interest is where an affected person would gain a benefit or suffer a loss depending on the outcome of the matter. The benefit may arise or the loss incurred either directly or indirectly and in a pecuniary or non-pecuniary form.

Gifts:	Gifts are free or discounted items or services and any item or service that would generally be seen by the public as a gift. These include items of high value (e.g. artwork, jewellery, or expensive pens), low value (e.g. small bunch of flowers), consumables (e.g. chocolates) and services (e.g. painting and repairs).
Hospitality:	Hospitality is the friendly reception and entertainment of guests. Hospitality may range from light refreshments at a business meeting to expensive restaurant meals and sponsored travel and accommodation.
Gifts, Benefits and Hospitality Register:	A record of all declarable gifts, benefits and hospitality.
Nominated Officer:	Means a member of Council staff who— (a) has a statutory or delegated power, duty or function; and (b) is nominated by the Chief Executive Officer because of the nature of that power, duty or function.
Token offer:	A token offer is a gift, benefit or hospitality offered as courtesy or is inconsequential or trivial in value (ie equal to or less than \$50 for a Council employee of equal to or less than \$200 for a Councillor) to both the person making offer and the individual. Such gift would not be reasonably perceived as influencing a Councillor or Council Officer or raising an actual, potential or perceived conflict of interest. (excludes cumulative offers from same source over 12 month period).
Non-token offer	A non-token offer is a gift, benefit or hospitality that is, or may be perceived to be by the recipient, the person making the offer or by the wider community, of more than inconsequential value. All offers of more than \$50 for a Council employee of more than \$200 for a Councillor must be recorded on Council's Gifts, Benefits and Hospitality Register.

Gifts, Benefits and Hospitality Procedure PRO/GOV027		
Version: 1.1	This document is uncontrolled when printed	Page 2 of 7

4. RESPONSIBILITIES

Chief Executive Officer (CEO) is responsible for establishing and implementing processes for the effective management of gifts, benefits and hospitality.

Supervisory staff are responsible for overseeing management of their direct reports' acceptance or refusal of non-token gifts, benefits and hospitality, modelling good practice and promoting awareness of gifts, benefits and hospitality policies and processes.

Councillors, council committee members and staff are responsible for:

- Not seeking or soliciting offers of gifts, benefits and hospitality.
- Refusing all offers of gifts, benefits and hospitality that:
 - are money, items used in a similar way to money, or items easily converted to money;
 - give rise to an actual, potential or perceived conflict of interest;
 - may adversely affect their standing as a public official or which may bring Council into disrepute; or
 - are non-token offers without a legitimate business benefit.
- Declaring all offers of gifts, benefits and hospitality on Council's Gift, Benefit and Hospitality Register
- Refuse bribes or inducements and report inducements and bribery attempts.

The **Governance and Compliance Unit** is responsible for maintenance and reporting of the Gift, Benefits and Hospitality Register.

5. PROCEDURE

5.1. Offers of gifts, benefits and hospitality

As a general principle Council, Councillors and staff will not request the provision of gifts, benefits or hospitality, nor will they be made a condition of financial or other support being provided.

When deciding whether to accept an offer, individuals should first consider if the offer could be perceived as influencing them in performing their duties, or lead to reputational damage. The more valuable the offer, the more likely that a conflict of interest or reputational risk will be created. Similarly, the cumulative effect of regular offers of smaller gifts can also be perceived as creating conflicts or reputational risk. The 'GIFT' test in Figure 1 is intended to help guide the decision whether to accept or decline the gift.

A conflict of interest resulting from the acceptance of a gift, benefit or hospitality is not always clear to those who have them. Individuals who are unsure about accepting a gift, benefit or hospitality, or the application of this procedure, should ask their manager or the Governance and Compliance Unit for advice.

Gifts, Benefits and Hospitality Procedure PRO/GOV027		
Version: 1.1	This document is uncontrolled when printed	Page 3 of 7

Figure 1: GIFT test

G	Giver	Who is providing the gift, benefit or hospitality and what is their relationship to me? Does my role require me to select suppliers, award grants, regulate industries or determine government policies? Could the person or organisation benefit from a decision I make?
I	Influence	Are they seeking to gain an advantage or influence my decisions or actions? Has the gift, benefit or hospitality been offered to me publicly or privately? Is it a courtesy or a token of appreciation or a valuable non-token offer? Does its timing coincide with a decision I am about to make?
F	Favour	Are they seeking a favour in return for the gift, benefit or hospitality? Has the gift, benefit or hospitality been offered honestly? Has the person or organisation made several offers over the last 12 months? Would accepting it create an obligation to return a favour?
T	Trust	Would accepting the gift, benefit or hospitality diminish public trust? How would the public view acceptance of this gift, benefit or hospitality? What would my colleagues, family, friends or associates think?

5.2. Requirements for refusing offers

Individuals should consider the GIFT test at Figure 1 and the requirements below to help decide whether to refuse an offer.

Individuals are to refuse offers:

- likely to influence them, or be perceived to influence them, in the course of their duties or that raise an actual, potential or perceived conflict of interest;
- that could bring them or Council into disrepute;
- made by a person or organisation about which they will likely make or influence a decision (this also applies to processes involving grants, sponsorship, regulation, enforcement or licensing), particularly offers:
 - made by a current or prospective supplier;
 - made during a procurement or tender process by a person or organisation involved in the process;
- likely to be a bribe or inducement to make a decision or act in a particular way;
- that extend to their relatives or friends;
- that are repeat offers from the same source if they create a conflict of interest or may lead to reputational damage;
- of money, or used in a similar way to money, or something easily converted to money; or
- made in secret.

5.3. Reporting of offering of bribes or inducements

If an individual considers they have been offered a bribe or inducement, the offer must be reported to the Chief Executive Officer who will report any suspected criminal or corrupt conduct to Victoria Police or the Independent Broad-based Anti-corruption Commission (IBAC). Alternatively a report can be made under section 5.10.1.

5.4. Refusing an offer

Where a staff member or Councillor has decided not to accept the offer of a gift, benefit or hospitality, it is important that the offer is declined in a way that does not cause offence to the donor or damage relationships. This can be achieved by explaining Council's policy and ensuring the donor understands that the offer is appreciated.

Where the gift would likely bring the person or the organisation into disrepute, the organisation should return the gift. If it represents a conflict of interest, the organisation should either return the gift or transfer ownership to the organisation to mitigate this risk.

In some cases it would be inappropriate to refuse an offer e.g. official gift from government officials. In this case the gift should be accepted on behalf of Council and passed over to the CEO.

Where staff or Councillors are offered gifts for speaking at conferences or meetings it is reasonable to accept a modest gift in recognition of this, as to refuse such an offer could cause offence or embarrassment. All such gifts should be recorded in the normal way on a Gifts, Benefits and Hospitality form.

In all circumstances offers of money, bribes or other offers prohibited through this policy or by legislation should be refused and reported where applicable.

5.5. Token offers

A token offer is an offer of a gift, benefit or hospitality that is of inconsequential or trivial value to both the person making the offer and the individual. It may include promotional items such as pens and note pads, and modest hospitality that would be considered a basic courtesy, such as light refreshments during a meeting.

Token offers cannot be worth more than:

- \$50 for a Council Staff member; or
- \$200 for a Councillor

Individuals may generally accept token offers without approval as long as the offer does not create a conflict of interest or lead to reputational damage.

Accepted token gifts must be declared and recorded on Council's Gifts, Benefits and Hospitality Register as detailed in section 5.9.

5.6. Non-token offers

As a general rule Councillors or staff members should not accept non-token offers of gifts, benefits or hospitality.

Individuals can only accept non-token offers if they have a legitimate business benefit. All accepted non-token offers must be recorded in the Gifts, Benefits and Hospitality Register and be consistent with the following requirements:

Gifts, Benefits and Hospitality Procedure PRO/GOV027		
Version: 1.1	This document is uncontrolled when printed	Page 5 of 7

- it does not raise conflict of interest or have the potential to bring the individual or Council into disrepute; and
- there is a legitimate business reason for acceptance. It is offered in the course of the individual's official duties, relates to the individual's responsibilities and has a benefit to Council

Where the gift represents a conflict of interest or would likely bring the individual or Council into disrepute, Council should return the gift.

5.7. Ownership of gifts

Non-token gifts received will become the property of Council.

Council may choose to retain the gift for Council use or dispose of the gift in accordance with this procedure.

5.8. Disposal of gifts

When a gift is received that should not be accepted and cannot be returned by the individual, Council must dispose of the gift in an appropriate manner.

When a non-token gift is received, and Council does not wish to retain the gift, the gift will be disposed of by donating the gift to charity or by arranging to conduct a raffle, with the gift as a prize and the proceeds being donated to charity.

Councillors must dispose of any anonymous gifts within 30 days of the gift being received in line with the requirement in section 137 of the *Local Government Act 2020*.

5.9. Recording offers of gifts, benefits and hospitality

All offers of gifts, benefits and hospitality (excluding of declined token offers) must be recorded in Council's Gift, Benefits and Hospitality Register within seven days.

Council staff and Councillors must submit this information via the electronic Gift, Benefits and Hospitality Notification Form, available on the staff portal and on Councillor's phones.

The Executive Support Officer is responsible for the maintenance and reporting of the Gift, Benefits and Hospitality Register.

5.9.1. Public Register

Council is committed to public transparency and will maintain a Public Register of all offers of gifts, benefits and hospitality (excluding declined token offers) that have been offered to Councillors and Nominated Officers. This Public Register will be available on Council's website.

The Governance and Compliance Unit is responsible for the maintenance and reporting of the Public Register.

5.10. Breaches

Failure to comply with the Gift, Benefits and Hospitality Policy and this procedure may lead to disciplinary action in accordance with Council's Disciplinary Policy and Serious Misconduct, Negligence and Fraud Policy for Council staff; and action under the Councillor Conduct Framework under the *Local Government Act 2020* or external avenues provided for by legislation for Councillors.

Gifts, Benefits and Hospitality Procedure PRO/GOV027		
Version: 1.1	This document is uncontrolled when printed	Page 6 of 7

5.10.1. Reporting of breaches

Individuals who consider that gifts, benefits and hospitality or a conflict of interest within Council may not have been declared or is not being appropriately managed should speak up and notify their manager or the Organisational Development Manager.

Individuals who believe they have observed corrupt conduct by:

- **Council staff** can make a disclosure to Council's Public Interest Disclosures Coordinator; or
- **Councillors**, should make a disclosure to the Chief Executive Officer who has the duty to disclose corrupt matters to the IBAC or make a disclosure under Council's Public Interest Disclosure Procedure.

6. RELATED POLICIES/PROCEDURES/DOCUMENTS

CPOL/GOV027 Councillor Code of Conduct
 POL/STAFF100 Staff Code of Conduct
 POL/CORP217 Tendering Policy
 CPOL/CORP229 Procurement Policy
 POL/STAFF123 Serious Misconduct, Negligence and Fraud Policy
 CPOL/GOV022 Governance Rules
 POL/STAFF104 Disciplinary Policy
 PRO/GOV018 Public Interest Disclosure Procedure
 CPOL/GOV023 Public Transparency Policy

7. RELATED LEGISLATION

Local Government Act 2020

8. DOCUMENT HISTORY

Version Number	Issue Date	Description of Change
1.0	February 2021	Initial release
0.1DRAFT		

Signed: **Scott Barber**

CEO

Date: _____

**B.22.88 PLANNING PERMIT APPLICATION 2022-060 124 LAE ROAD
ROBINVALE - PROPOSED SUBDIVISION IN THE FARMING ZONE**

Responsible Officer: Director Development and Planning
File Number: 2022-060
Attachments: Nil

Declarations of Interest:

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

Summary

Applicant	Roy Costa Planning and Development
Proposal	Two (2) lot subdivision
Zoning	Farming
Overlay	Nil
Reason for reporting to Council	Refusal recommended
Advertised	No
Number of objections	N/A

The purpose of this report is to provide Council with the details and planning assessment of an application that has been made to undertake a two (2) lot subdivision (dwelling excision) in the Farming zone in Lae Road Robinvale.

The application does not comply with either the policy direction or zone provisions of the Swan Hill Planning Scheme and accordingly a refusal of the application is recommended.

Below is a summary of the principal planning issues that the application presents:

- Creation of a lifestyle allotment removed from existing established settlement
- Permanent removal of valuable agricultural land from production
- Fragmentation of farming land
- Incompatibility of a residential use unrelated to agriculture with surrounding agricultural uses

Discussion

Subject site and surrounds

The subject land is located on the north eastern corner of the intersection of Lae and Finschhafen Roads, approximately 6km south west of Robinvale.

The site is largely used for horticultural purposes, with the exception of a dwelling and outbuildings that are located to the south west corner of the land.

Land within the immediate area of the subject site is used primarily for intensive horticultural purposes.



Location of the subject site

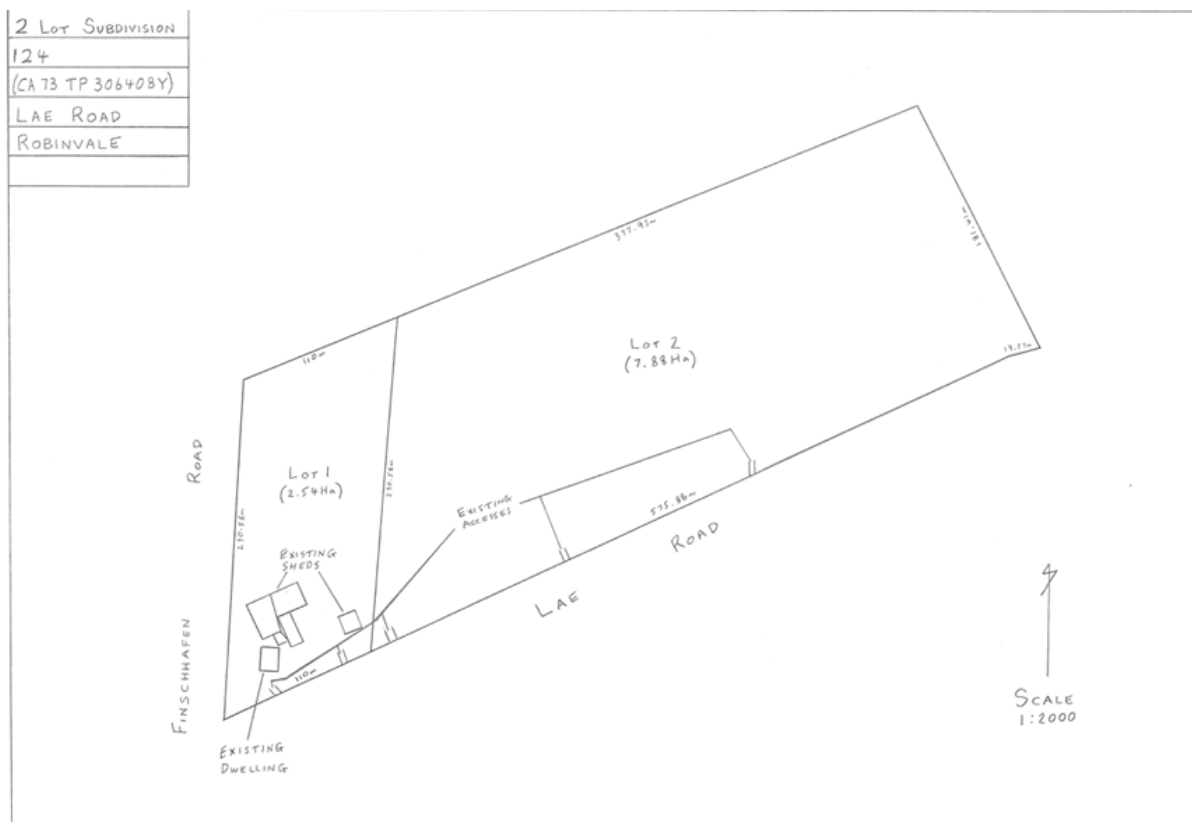
The site comprises an irregular trapezoid shaped parcel having a total site area of 10.42ha.

The proposed subdivision

The application proposes to create a 2.54ha parcel (Lot 1) following the excision of the dwelling, outbuildings and horticultural land to the north of the structures on site. This will leave a balance lot of 7.88ha (Lot 2).

The applicant has advised that the property owner is an electrician who is conducting his business from the outbuildings on the property.

The proposed subdivision is shown below.



Planning scheme provisions

Clause 01 Purposes of this planning scheme

The statements of purpose for the planning scheme include

- *To provide for the implementation of State, regional and local policies affecting land use and development*

Clause 02.03 Municipal Planning Strategy – Strategic Directions

Clause 02-03-4 Natural resource management

This clause is based around the need to preserve and protect the valuable agricultural and horticultural land within the municipality, particularly from the impacts of additional dwellings or small lot subdivisions in farming areas. The clause also recognises that significant fragmentation has already occurred, particularly in high value irrigated areas close to the Murray River.

The clause includes the following:

In order to manage the natural resources in the Rural City, Council will:

- *Protect horticultural and dryland agriculture because it is fundamental for economic growth.*
- *Discourage small lot subdivision in rural areas that undermines the productive agricultural base of the Rural City.*
- *Discourage dwellings in rural areas that are not related to agriculture.*
- *Discourage land uses in the Farming Zone that are not directly related to agriculture, or that have an adverse impact on agricultural opportunities.*
- *Support rural industry so long as it is associated with a rural activity.*
- *Direct rural industries to locations where the impact on agricultural land and off-site effects are minimised, and where good road access is available.*
- *Encourage the proper siting and design of intensive animal production to protect residential amenity and environmental quality.*

Planning Policy Framework

Clause 14.01 – Agriculture

Clause 14.01-1S Protection of agricultural land

Objective

To protect the state's agricultural base by preserving productive farmland

Strategies

Identify areas of productive agricultural land, including land for primary production and intensive agriculture.

Consider state, regional and local, issues and characteristics when assessing agricultural quality and productivity.

Avoid permanent removal of productive agricultural land from the state's agricultural base without consideration of the economic importance of the land for the agricultural production and processing sectors.

Protect productive farmland that is of strategic significance in the local or regional context.

Protect productive agricultural land from unplanned loss due to permanent changes in land use.

Prevent inappropriately dispersed urban activities in rural areas.

Protect strategically important agricultural and primary production land from incompatible uses.

Limit new housing development in rural areas by:

- Directing housing growth into existing settlements.
- Discouraging development of isolated small lots in the rural zones from use for dwellings or other incompatible uses.
- Encouraging consolidation of existing isolated small lots in rural zones.

In considering a proposal to use, subdivide or develop agricultural land, consider the:

- Desirability and impacts of removing the land from primary production, given its agricultural productivity.
- Impacts on the continuation of primary production on adjacent land, with particular regard to land values and the viability of infrastructure for such production.
- Compatibility between the proposed or likely development and the existing use of the surrounding land.
- The potential impacts of land use and development on the spread of plant and animal pests from areas of known infestation into agricultural areas.
- Land capability.

Avoid the subdivision of productive agricultural land from diminishing the long-term productive capacity of the land.

Clause 14.01-1L Agriculture

Strategies

Discourage non-agricultural use and development in all rural areas other than those that support agriculture.

Policy guidelines

- Discouraging the following uses in the Farming Zone:

- Dwelling other than in association with agriculture.
- Industry (other than rural industry or extractive industry in dryland area).

Objective

To discourage small lot subdivision that prejudices surrounding agricultural activities.

Strategies

Discourage 'small lot' subdivision unless the balance lot is at least the minimum lot size specified in the zone.

Discourage small lot subdivision to meet personal and financial circumstances.

Prevent small lot subdivision to create lots for 'rural lifestyle' purposes.

Discourage the excision of a dwelling if it is required for the carrying out of agricultural activities on the land.

Policy guidelines

- Discouraging applications that propose an area greater than 2 hectares for a dwelling lot.

Comment

The proposal involves the excision of the dwelling on a 2.54 ha lot to be used for rural lifestyle purposes. The dwelling is being excised from productive horticultural land, leaving no opportunity for a dwelling to support the agricultural use of the land.

The remaining section of the proposed excised allotment is too small to sustain productive horticultural activities.

The proposal clearly fails to meet these policy statements.

Clause 35.07 Farming zone

Purpose

To implement the Municipal Planning Strategy and the Planning Policy Framework.

To provide for the use of land for agriculture.

To encourage the retention of productive agricultural land.

To ensure that non-agricultural uses, including dwellings, do not adversely affect the use of land for agriculture.

Clause 35.07-3 Subdivision

A permit is required to subdivide land.

Each lot must be at least the area specified for the land in a schedule to this zone. If no area is specified, each lot must be at least 40 hectares.

A permit may be granted to create smaller lots if any of the following apply:

- The subdivision is to create a lot for an existing dwelling. The subdivision must be a two lot subdivision.
- The subdivision is the re-subdivision of existing lots and the number of lots is not increased.
- The subdivision is by a public authority or utility service provider to create a lot for a utility installation.

Comment

The application is allowed to be considered by virtue of dot point one above. The application however does not meet the statements of purpose for the Farming zone.

Fragmentation of valuable agricultural land



The image above shows the subject site (outlined in red) and the land in close proximity of the subject land. It is clear from this image that a quasi-rural living area has developed, with a number of these dwellings being in a different ownership to the farming land.

This is a poor planning outcome which in turn has impacts such as right to farm issues, loss of agricultural land and artificial inflation of the value of agricultural land.

Clause 65 Decision guidelines

The head clause is led by the following statement:

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

Clause 65.02 Approval of an application to subdivide land

The guidelines that are relevant to this application are:

- The suitability of the land for subdivision.
- The existing use and possible future development of the land and nearby land.

- The subdivision pattern having regard to the physical characteristics of the land including existing vegetation.
- The density of the proposed development.
- The area and dimensions of each lot in the subdivision.

Consultation

The application was not advertised as it was clear that the proposal was unable to be supported. In such instances it is sound planning practice to not put the applicant to further expenditure through additional stages that involves additional costs.

Financial Implications

Nil

Social Implications

The fragmentation of valuable land through the creation of lifestyle allotments has the potential to erode the social cohesiveness of farming communities.

Economic Implications

The loss of valuable farming land will impact upon the agricultural production outputs of the municipality. The continued creation of rural lifestyle blocks in intensive farming areas raises property values making farming less attractive.

Environmental Implications

Lifestyle allotments have different regimes for pest and invasive species control and weed management that actively farmed horticultural land. This can in turn cause negative environmental impacts on the farmed land.

Risk Management Implications

The continued creation of rural lifestyle blocks in intensive farming areas raises property values making farming less attractive. Lifestyle development in farming areas creates risks for ongoing farming practices as well as unreasonable expectations of the owner of the lifestyle property.

Council Plan Strategy Addressed

Liveability - Careful and responsible management of our Environment for a sustainable future.

Options

1. Issue a Notice of Refusal to grant a planning permit for a subdivision.
OR
2. Issue a planning permit with conditions.

Recommendation

That Council issue a notice of refusal pursuant to section 65 of the *Planning and Environment Act 1987* to grant a planning permit for the subdivision (dwelling excision) of CA73 Section C Parish of Bumbang, Lae Road Robinvale on the following grounds:

- a. **The proposed subdivision fails to meet the relevant policy provisions of the Municipal Planning Strategy**
- b. **The proposed subdivision fails to meet the relevant policy provisions of the Planning Policy Framework**
- c. **The proposed subdivision does not meet the purpose of the Farming zone.**

134/22 Motion

MOVED Cr McKay

That Council issue a notice of refusal pursuant to section 65 of the *Planning and Environment Act 1987* to grant a planning permit for the subdivision (dwelling excision) of CA73 Section C Parish of Bumbang, Lae Road Robinvale on the following grounds:

- a. **The proposed subdivision fails to meet the relevant policy provisions of the Municipal Planning Strategy**
- b. **The proposed subdivision fails to meet the relevant policy provisions of the Planning Policy Framework**
- c. **The proposed subdivision does not meet the purpose of the Farming zone.**

SECONDED Cr Young

The Motion was put and CARRIED

**B.22.89 PLANNING PERMIT APPLICATION 2022-043 157A RIVER ROAD
SWAN HILL USE AND DEVELOPMENT OF LAND FOR A
DWELLING**

Responsible Officer: Director Development and Planning
File Number: 2022-043
Attachments: 1 Objection Boys
2 Objection J Leschke
3 Objection M Leschke
4 Referral NCCMA
5 Referral LMWater

Declarations of Interest:

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

Summary

Applicant	Price Merritt Consulting Pty Ltd
Proposal	Use and development of the land for a dwelling
Zoning	Farming
Overlay	LSIO
Reason for reporting to Council	Refusal recommended
Advertised	No
Number of objections	Three (3)

The purpose of this report is to provide Council with the details and planning assessment of an application that has been made to use and development of the land at 157A River Road Swan Hill for the purposes of a dwelling.

The application does not comply with either the policy direction, zone provisions or decision guidelines of the Swan Hill Planning Scheme, primarily due to amenity impacts, incompatibility with policy and zone requirements and siting issues and accordingly a refusal of the application is recommended.

Discussion

Subject site and surrounds

The subject site is located on the western side of River Road, Swan Hill, approximately 1.5 km from River Road's intersection with Arnoldt Street.

The site comprises a very irregularly shaped site that exists virtually in two parts. The site is vacant and appears to be used for grazing purposes. Total site area is 5.221 hectares.

The area within which the subject site is located presents as a rural living area, with five dwellings within 165m of the site, as shown on the image below.



This development pattern is at odds with the zoning of the land, being Farming.

Planning scheme provisions

Clause 01 Purposes of this planning scheme

The statements of purpose for the planning scheme include

- *To provide for the implementation of State, regional and local policies affecting land use and development*

Clause 02.03 Municipal Planning Strategy – Strategic Directions

Clause 02-03-4 Natural resource management

This clause is based around the need to preserve and protect the valuable agricultural and horticultural land within the municipality, particularly from the impacts of additional dwellings or small lot subdivisions in farming areas. The clause also recognises that significant fragmentation has already occurred, particularly in high value irrigated areas close to the Murray River.

The clause goes on to include the following statements:

In order to manage the natural resources in the Rural City, Council will:

- *Protect horticultural and dryland agriculture because it is fundamental for economic growth.*
- *Discourage small lot subdivision in rural areas that undermines the productive agricultural base of the Rural City.*
- *Discourage dwellings in rural areas that are not related to agriculture.*
- *Discourage land uses in the Farming Zone that are not directly related to agriculture, or that have an adverse impact on agricultural opportunities.*
- *Support rural industry so long as it is associated with a rural activity.*
- *Direct rural industries to locations where the impact on agricultural land and off-site effects are minimised, and where good road access is available.*
- *Encourage the proper siting and design of intensive animal production to protect residential amenity and environmental quality.*

Planning Policy Framework

Clause 14.01 – Agriculture

Clause 14.01-1S Protection of agricultural land

Objective

To protect the state's agricultural base by preserving productive farmland

Strategies

Identify areas of productive agricultural land, including land for primary production and intensive agriculture.

Consider state, regional and local, issues and characteristics when assessing agricultural quality and productivity.

Avoid permanent removal of productive agricultural land from the state's agricultural base without consideration of the economic importance of the land for the agricultural production and processing sectors.

Protect productive farmland that is of strategic significance in the local or regional context.

Protect productive agricultural land from unplanned loss due to permanent changes in land use.

Prevent inappropriately dispersed urban activities in rural areas.

Protect strategically important agricultural and primary production land from incompatible uses.

Limit new housing development in rural areas by:

- Directing housing growth into existing settlements.
- Discouraging development of isolated small lots in the rural zones from use for dwellings or other incompatible uses.
- Encouraging consolidation of existing isolated small lots in rural zones.

In considering a proposal to use, subdivide or develop agricultural land, consider the:

- Desirability and impacts of removing the land from primary production, given its agricultural productivity.
- Impacts on the continuation of primary production on adjacent land, with particular regard to land values and the viability of infrastructure for such production.
- Compatibility between the proposed or likely development and the existing use of the surrounding land.
- The potential impacts of land use and development on the spread of plant and animal pests from areas of known infestation into agricultural areas.
- Land capability.

Avoid the subdivision of productive agricultural land from diminishing the long-term productive capacity of the land.

Clause 14.01-1L Agriculture

Strategies

Discourage non-agricultural use and development in all rural areas other than those that support agriculture.

Separate agricultural and non-agricultural uses by using landscape buffers, orientation and siting of buildings.

Consider the effect of the proposed use and development on the amenity of adjacent land.

Policy guidelines

- Discouraging the following uses in the Farming Zone
 - Dwelling other than in association with agriculture.
 - Industry (other than rural industry or extractive industry in dryland area).

Objective

To discourage new dwellings that undermine the productive agricultural base of the municipality.

Strategies

Discourage any new dwelling unless it has a relationship with and is required to directly support the continuing operation of an existing rural use conducted on the land.

Ensure that the agricultural use has been established on the land prior to the construction of a dwelling.

Discourage any new dwelling that will have an adverse impact on other rural land uses on the land, adjoining land and the general area.

Policy guidelines

- Requiring that any new dwelling:
 - Is on a lot of at least 2 hectares.

- Is set back from neighbouring farmland by at least 50 metres and does not reduce the potential for agricultural production or other rural uses on surrounding farmland.
- Does not have an adverse effect on existing rural and irrigation infrastructure.
- Whether there is a need for an agreement under Section 173 of the Act that specifies that the land may not be further subdivided (except in accordance with the minimum lot size in the zone).

Comment

The proposal clearly fails to meet these policy statements. This is a small allotment that will be reduced in size even further by the construction of a dwelling and associated infrastructure needed to support a dwelling.

There has been no justification provided by the applicants for the need for a dwelling on this site to support agricultural uses.

The proposed dwelling will be approximately 5 metres from the boundary with the northern neighbour, which conflicts with the policy direction of 50 metres setbacks outlined above.

The close proximity of the dwelling and wastewater disposal field to the GMW No 10 channel means that the proposed dwelling has to be pushed into an inappropriate location to achieve compliance with required setbacks.

Clause 35.07 Farming zone

Purpose

To implement the Municipal Planning Strategy and the Planning Policy Framework.

To provide for the use of land for agriculture.

To encourage the retention of productive agricultural land.

To ensure that non-agricultural uses, including dwellings, do not adversely affect the use of land for agriculture.

Clause 35.07-1 Table of uses

The use of land for a dwelling on a lot of less than 20 hectares in an irrigation area requires a planning permit.

Clause 35.07-2 Use of land for a dwelling

A lot used for a dwelling must meet the following requirements:

- Access to the dwelling must be provided via an all-weather road with dimensions adequate to accommodate emergency vehicles.
- Each dwelling must be connected to reticulated sewerage, if available. If reticulated sewerage is not available all wastewater from each dwelling must be treated and retained within the lot in accordance with the requirements of the Environment Protection Regulations under the *Environment Protection Act 2017* for an on-site wastewater management system.
- The dwelling must be connected to a reticulated potable water supply or have an alternative potable water supply with adequate storage for domestic use as well as for fire fighting purposes.
- The dwelling must be connected to a reticulated electricity supply or have an alternative energy source.

These requirements also apply to a dependent person's unit and a rural worker accommodation.

Clause 35.07-4 Buildings and works

A planning permit for buildings and works is required for a use that is in section 2 (permit required) of clause 35.07-1. This is the case in this instance.

Comment

A permit can be considered for the application, however the application does not meet the statements of purpose for the Farming zone.

Clause 44.04 Land subject to inundation overlay

Purpose

To implement the Municipal Planning Strategy and the Planning Policy Framework.

To identify flood prone land in a riverine or coastal area affected by the 1 in 100 (1 per cent Annual Exceedance Probability) year flood or any other area determined by the floodplain management authority.

To ensure that development maintains the free passage and temporary storage of floodwaters, minimises flood damage, responds to the flood hazard and local

drainage conditions and will not cause any significant rise in flood level or flow velocity.

To minimise the potential flood risk to life, health and safety associated with development.

To reflect a declaration under Division 4 of Part 10 of the *Water Act, 1989*.

To protect water quality and waterways as natural resources by managing urban stormwater, protecting water supply catchment areas, and managing saline discharges to minimise the risks to the environmental quality of water and groundwater.

To ensure that development maintains or improves river, marine, coastal and wetland health, waterway protection and floodplain health.

Clause 44.04-8 Decision guidelines

Before deciding on an application, in addition to the decision guidelines in Clause 65, the responsible authority must consider, as appropriate:

- The Municipal Planning Strategy and the Planning Policy Framework.
- Any local floodplain development plan.
- Any comments from the relevant floodplain management authority.
- The existing use and development of the land.
- Whether the proposed use or development could be located on flood-free land or land with a lesser flood hazard outside this overlay.
- Alternative design or flood proofing responses.
- The susceptibility of the development to flooding and flood damage.
- The potential flood risk to life, health and safety associated with the development. Flood risk factors to consider include:
 - The frequency, duration, extent, depth and velocity of flooding of the site and accessway.
 - The flood warning time available.
 - Tidal patterns.

- Coastal inundation and erosion.
- The danger to the occupants of the development, other floodplain residents and emergency personnel if the site or accessway is flooded.
- The effect of the development on redirecting or obstructing floodwater, stormwater or drainage water and the effect of the development on reducing flood storage and increasing flood levels and flow velocities.
- The effect of the development on river, marine and coastal health values including wetlands, natural habitat, stream stability, erosion, environmental flows, water quality, estuaries and sites of scientific significance.
- Any other matters specified in a schedule to this overlay.

Clause 65 Decision guidelines

The head clause is led by the following statement:

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

Clause 65.01 Approval of an application or plan.

The decision guidelines relevant to this application are as follows:

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

- The matters set out in section 60 of the Act.
- Any significant effects the environment, including the contamination of land, may have on the use or development.
- The Municipal Planning Strategy and the Planning Policy Framework.
- The purpose of the zone, overlay or other provision.
- Any matter required to be considered in the zone, overlay or other provision.
- The orderly planning of the area.
- The effect on the environment, human health and amenity of the area.
- The proximity of the land to any public land.

- Whether the proposed development is designed to maintain or improve the quality of stormwater within and exiting the site.
- The degree of flood, erosion or fire hazard associated with the location of the land and the use, development or management of the land so as to minimise any such hazard.
- The adequacy of loading and unloading facilities and any associated amenity, traffic flow and road safety impacts.

Consultation

Public notification

The application was notified by sending letters to adjoining land owners and by placing a sign on the site.

Advertising of the application drew three objections. The objections received were from the neighbours who abut the subject site to the north and west. The objections are attached.

The grounds of objection were as follows:

- Site is in Farming zone and the proposal will change the zoning
- Ability of services like power and water to accommodate an additional dwelling
- Additional traffic
- Impact on native vegetation and habitat
- Impact on channel bank
- Access to dwelling to the west
- Visual amenity impacts due to small setback from northern boundary
- Loss of privacy
- Design of dwelling does not reflect the neighbourhood character
- Removal of land from agriculture

Response.

The objectors raise relevant planning concerns in the most part.

External referrals

The application was referred externally to the following authorities for comment

1. Lower Murray Water – no objection – conditions required
2. North Central Catchment Management Authority – no objection, conditions required

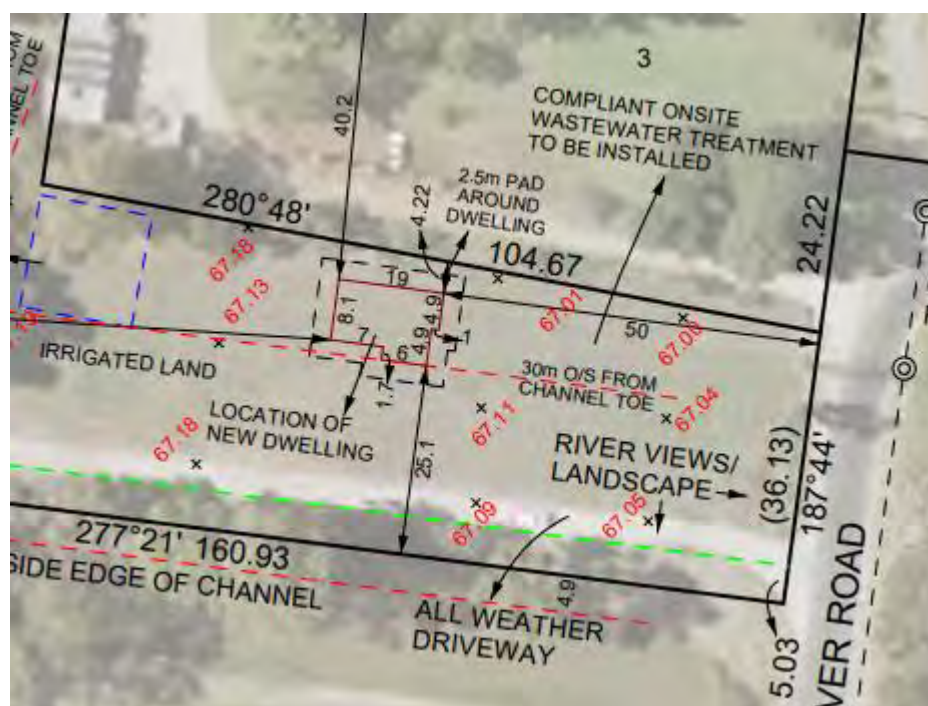
3. Goulburn- Murray Water – no objection subject to conditions, including a requirement that the dwelling be setback 30 metres and the from the GMW no.10 channel.

A copy of the referral responses are attached to this report

Implications of the requirement for a 30 metre setback from the channel

The site has a frontage of 36.01m to River Road, splaying in width in a westerly direction.

The image below has been prepared by the consultants for the applicants with the 30m setback from the channel (4.9m + 25.1m). The remaining envelope is very small, and will mean that the dwelling and the pad that the dwelling will have to sit on will be a handful of metres from the northern boundary, moving the dwelling closer to an objector and having a setback that is at odds with the character of rural development and the policy guidelines in the planning scheme.



Conclusion

This report has provided detail of the planning context against which this application has been assessed. It is considered that the application cannot address the relevant criteria in the planning scheme.

The application has also drawn objections on amenity based and incompatibility with the Farming zone grounds, which are legitimate concerns.

When the added complications from the dwelling having to maintain a 30m separation from the No. 10 channel is added the planning equation is weighing heavily against the proposal and accordingly officers are recommending that this application be refused.

Financial Implications

Nil

Social Implications

The continued pattern of dwellings being allowed to be developed in farming areas where there is no connection to agricultural activities can raise right to farm concerns and erode social cohesion.

Economic Implications

Nil

Environmental Implications

Lifestyle allotments have different regimes for pest and invasive species control and weed management that actively farmed horticultural land. This can in turn cause negative environmental impacts on the farmed land.

Risk Management Implications

The location has been identified in flood studies as being liable to flooding.

Council Plan Strategy Addressed

Liveability - A modern municipality: Vibrant, connected and resilient.

Options

1. Issue a Notice of Refusal to grant a planning permit for use and development of the land for a dwelling.

OR

2. Issue a Notice of Decision to grant a planning permit with conditions.

Recommendations

That Council pursuant to Section 65 of the Planning and Environment Act 1987 issue a Notice of Refusal to grant a planning permit for the use and development of a dwelling at 157aRiver Road Swan Hill on the following grounds:

1. The proposal is contrary to the relevant policy directions of the

Municipal Planning Strategy.

2. **The proposal is contrary to the relevant policy requirements of the Planning Policy Framework.**
3. **The proposal does not meet the purpose and intent of the Farming zone.**

135/22 Motion

MOVED Cr Young

That Council Issue a Notice of Decision to grant a planning permit with conditions.

SECONDED Cr McPhee

The Motion was put and LOST

MOVED Cr McKay

That Council pursuant to Section 65 of the Planning and Environment Act 1987 issue a Notice of Refusal to grant a planning permit for the use and development of a dwelling at 157aRiver Road Swan Hill on the following grounds:

1. **The proposal is contrary to the relevant policy directions of the Municipal Planning Strategy.**
2. **The proposal is contrary to the relevant policy requirements of the Planning Policy Framework.**
3. **The proposal does not meet the purpose and intent of the Farming zone.**

SECONDED Cr Les McPhee

The Motion was put and CARRIED



Objection to a Planning Permit

Note: A petition is considered as one objection under Section 57(3), (4a) and (4b) of the Planning and Environment Act 1987. The first person listed will receive correspondence from Council unless another contact is specifically provided.

Who is objecting?

Name: Ian Boys

Address: 161 River Road Swan Hill 3585 Vic

Phone:

What application do you object to?

Permit application No: PLN2022043

Address of proposed permit: 157A River Road Swan Hill VIC 3585

What is proposed: Use and development of a dwelling in the Farming Zone

The Objection:

Reasons for your objection

I object to this application for the following reasons:

We wish to lodge our objection to the planning application at 157A, River Road, Swan Hill.

At present this land is zoned farming. We object to a dwelling being built at this site as it will change the zoning and will open the way for further development in our area.

We bought our block next door over 30 years ago to enjoy a rural outlook. If a dwelling is built where it is proposed it will compromise our outlook and impinge on our privacy as it is only 50 metres from our bathroom window.

We are also concerned about the amenities that would need upgrading to accommodate a dwelling. Currently the electrical supply supplies 3 individual residences. This undoubtedly would not be able to cope with an added dwelling.

The town water which finishes at our corner only just copes with the dwellings that currently access it. Often the water pressure is lowered at busy times during the day. An extra dwelling on the system will add to the lack of pressure.

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 DX30166 Swan Hill
 Telephone: (03) 5036 2333 Fax: (03) 5036 2340
 Email: council@swanhill.vic.gov.au
 ABN 97435620016

With the development of the block and an added dwelling, the native and existing habitat will be impacted. As there would be an increase in traffic to the dwelling and the land along the channel bank we are concerned that the channel bank will not withstand the traffic and collapse. We have access to the water and believe that the water quality will deteriorate as the banks wear away.

With another dwelling there will be added traffic to the immediate area. We have enjoyed a peaceful and serene environment and this will severely impact on our quality of living.

We are lodging our objections to the planning permit (PLN 2022043). We hope you consider our objections and decline the planning permit.

Ian and Laurel Boys

How will you be affected by the grant of this permit?

Signed: IAN & LAUREL BOYS

Date: 06/06/22

Important notes over page

Important notes about objections to permit applications

1. This form is to help you make an objection to an application in a way which complies with the Planning and Environment Act 1987, and which can be readily understood by the Responsible Authority. There is no requirement under the Act that you use any particular form.
2. Make sure you clearly understand what is proposed before you make an objection. You should inspect the application at the Responsible Authority's office.
3. To make an objection you should clearly complete the details on this form and lodge it with the Responsible Authority as shown on the Public Notice - Application for Planning Permit.
4. An objection must:
 - (a) State the reasons for your objection, and
 - (b) State how you would be affected if a permit is granted.
5. The Responsible Authority may reject an application which it considers has been made primarily to secure or maintain a direct or indirect commercial advantage for the objector. In this case, the Act applies as if the objection had not been made.
6. Any person may inspect an objection during office hours.
7. If your objection related to an effect on property other than at your address as shown on this form, give details of that property and of your interest in it.
8. To ensure the Responsible Authority considers your objection, make sure that the Authority received it by the date shown in the notice you were sent, or which you saw in a newspaper, or on the site.
9. If you object before the Responsible Authority makes a decision, the Authority will tell you its decision.
10. If despite your objection the Responsible Authority decided to grant the permit, you can appeal against the decision. Details of the appeal procedures are set out on the back of the Notice of Decision which you will receive. An appeal must be made on a prescribed form (obtainable from the Victorian Civil and Administrative Tribunal) and accompanied by the prescribed fee. A copy must be given to the Responsible Authority. The closing date for appeals is 28 days of the Responsible Authority giving notice of its decision.
11. If the Responsible Authority refuses the application, the applicant can also appeal. The provisions are set out on the Refusal of Planning Application which will be issued at that time.



Objection to a Planning Permit

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Who is objecting?

Name: Jennene Leschke

Address: 157B River Road Swan Hill 3585 VIC

Phone:

What application do you object to?

Permit application No: PLN2022043

Address of proposed permit: 157A River Road Swan Hill VIC 3585

What is proposed: Use and development of a dwelling in the Farming Zone

The Objection:

Reasons for your objection

I object to this application for the following reasons:

Leschke Objection to Proposed Building on 157A River Road, Swan Hill

To whom it may Concern.

We are writing this Objection with grave concerns for the aesthetics of the area which may include;

- 1: The removal of native grasses and plants.
- 2: The loss of privacy and the view of the Murray River.
- 3: Noise Disturbance, i.e. Traffic wanting to access the farming land to the North West of the proposed building site.
- 4: The need to enter our property to gain access and creating dust when using the channel bank for rear paddock access and this may lead to degradation of the channel bank which then becomes an issue for Goulburn Water.
- 5: Limited access for heavy machinery and emergency services to enter the property.

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6: Having an irregularly shaped parcel of land, the building site is somewhat detached from the so called productive farming land.

7: That the design of the house may not respect the existing neighbourhood character and maintain the natural vegetation and existing habitat.

8: That the height and set back of the dwelling does not impact on the serenity peacefulness and tranquility of existing area.

9: The design of the dwelling may allow the occupants to look over neighbouring properties which becomes a privacy issue.

10: The proposed building site is on a natural flood irrigation piece of land, which means the building may be subject to flooding. This then becomes a drainage issue as to where the water will go. As we have spent a large amount of money maintaining the driveway with gravel and grading, we have concerns that the driveway may become subject to flooding.

11: The Swan Hill City Council indicates that zoned rural land be used for much needed production of rural produce. We believe that the proposed location of the dwelling indicates that the prime reason for this dwelling is for rural lifestyle purposes, rather than being required to farm the land.

12: If this Application is accepted, it may lead to the Swan Hill City Council being subject to rural zoning changes.

How will you be affected by the grant of this permit?

Signed: JENNENE LESCHKE

Date: 31/05/22

Important notes over page

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Objection to a Planning Permit

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Who is objecting?

Name: Michael LESCHKE

Address: 157 River Road Swan Hill 3585 Vic

Phone:

What application do you object to?

Permit application No: PLN2022043

Address of proposed permit: 157A River Road Swan Hill VIC 3585

What is proposed: Use and development of a dwelling in the Farming Zone

The Objection:

Reasons for your objection

I object to this application for the following reasons:

I am writing to object to this proposed building application,

Being a certified plumber I do not believe they can safely and legally retain the effluent and stormwater overflow waste without it contaminating the irrigation channel, also in previous local builds it has been a 50mtr minimum distance of a new dwelling to a gmw irrigation channel.

Due to the ridiculous boundaries of the property, there is no machinery access to the majority of the property for farming equipment, unless trees are removed and also driving on the channel levee bank which would cause serious problems, and poses risk to the neighbours properties and wildlife.

If this proposal is to be granted, this will open the doors for every other property owner along River Road to turn farming land into residential, losing prime farming zoned land.

Why should this be a special exemption, as it has been so difficult in the past for other property owners due to being zoned farming!

Regards Michael

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How will you be affected by the grant of this permit?

Signed: MICHAEL LESCHKE

Date: 7-06-22

Important notes over page

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11. If the Responsible Authority refuses the application, the applicant can also appeal. The provisions are set out on the Refusal of Planning Application which will be issued at that time.



NCCMA Ref: NCCMA-F-2022-00693
 Document No: 1
 Council Ref: PLN2022043
 Other Ref:
 Date: 09 June 2022

Tamara Broadsmith
 Planning Team Leader
 Swan Hill Rural City Council
 Po Box 488,
 Swan Hill Vic 3585

Dear Tamara

Planning Permit Application No: PLN2022043
Development Description: Single Dwelling
Street Address: 157A River Road, Swan Hill Vic 3585
Cadastral Location: Lot 1 LP40184, Parish Of Castle Donnington
Applicant: Andrew Merrett, Price Merrett Consulting Pty Ltd

Thank you for your referral under Section 55 of the *Planning and Environment Act, 1987* dated 20 May 2022, and received by North Central Catchment Management Authority (CMA) on 20 May 2022, regarding the above matter.

North Central CMA, pursuant to *Section 56 of the Planning and Environment Act 1987*, **does not object** to the granting of a permit **subject to the following conditions:**

1. *The proposed dwelling must be constructed on an earthen fill pad. Unless otherwise agreed in writing with the Responsible Authority and North Central CMA the fill pad must be constructed with a finished surface level a minimum of 300 millimetres above the 1% AEP flood level, i.e. no lower than 68.1 metres AHD. The fill pad must extend a minimum of 2 metres beyond the footprint of the proposed dwelling, but the area of the fill pad must not exceed 1000m².*
2. *The finished floor level of the proposed dwelling must be at least 300 millimetres above the 1% AEP flood level of 67.8 metres AHD, i.e. no lower than 68.1 metres AHD.*

Advice to Applicant / Council

Flood levels for the 1% AEP (100 year ARI) flood event have been declared for this area under provisions of the *Water Act 1989*. The applicable 1% AEP flood level for the location described above is 67.8 metres AHD.

North Central CMA advises that in the event of a 1% AEP flood event it is possible that the property may be subject to inundation from Murray River. However, it is recommended that a licensed surveyor be engaged to determine the exact effect of the applicable flood level on the property.

Should you have any queries, please do not hesitate to contact me on **(03) 5440 1896**.

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 628-634 Midland Highway, Huntly
 PO Box 18, Huntly Victoria 3551

Telephone 03 5448 7124
 Email info@nccma.vic.gov.au
www.nccma.vic.gov.au

www.nccma.vic.gov.au





To assist the CMA in handling any enquiries and the supply of further information, please ensure you quote **NCCMA-F-2022-00693** in your correspondence.

Yours sincerely

A handwritten signature in black ink that reads "Nathan Treloar".

Nathan Treloar

Waterways and Floodplain Officer

Cc: Andrew Merrett, Price Merrett Consulting Pty Ltd

Information contained in this correspondence is subject to the definitions and disclaimers attached.





Attached: Definitions and Disclaimers

Definitions and Disclaimers

1. The area referred to in this letter as the 'proposed development location' is the land parcel(s) that, according to the Authority's assessment, represent(s) the location identified by the applicant. The identification of the 'proposed development location' on the Authority's GIS has been done in good faith and in accordance with the information given to the Authority by the applicant(s) and/or local government authority.
2. While every endeavour has been made by the Authority to identify the proposed development location on its GIS using VicMap Parcel and Address data, the Authority accepts no responsibility for or makes no warranty with regard to the accuracy or naming of this proposed development location according to its official land title description.
3. **AEP** as Annual Exceedance Probability – is the likelihood of occurrence of a flood of given size or larger occurring in any one year. AEP is expressed as a percentage (%) risk and may be expressed as the reciprocal of ARI (Average Recurrence Interval).

Please note that the 1% probability flood is not the probable maximum flood (PMF). There is always a possibility that a flood larger in height and extent than the 1% probability flood may occur in the future.
4. **ARI** as Average Recurrence Interval - is the likelihood of occurrence, expressed in terms of the long-term average number of years, between flood events as large as or larger than the design flood event. For example, floods with a discharge as large as or larger than the 100-year ARI flood will occur on average once every 100 years.
5. **AHD** as Australian Height Datum - is the adopted national height datum that generally relates to height above mean sea level. Elevation is in metres.
6. No warranty is made as to the accuracy or liability of any studies, estimates, calculations, opinions, conclusions, recommendations (which may change without notice) or other information contained in this letter and, to the maximum extent permitted by law, the Authority disclaims all liability and responsibility for any direct or indirect loss or damage which may be suffered by any recipient or other person through relying on anything contained in or omitted from this letter.
7. This letter has been prepared for the sole use by the party to whom it is addressed and no responsibility is accepted by the Authority with regard to any third party use for the whole or any part of its contents. Neither the whole nor any part of this letter or any reference thereto may be included in any document, circular or statement without the Authority's written approval of the form and context in which it will appear.
8. The flood information provided represents the best estimates based on currently available information. This information is subject to change as new information becomes available and as further studies are carried out.

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OFFICIAL

GMW Ref: PP-22-00537
Doc ID: A441118

Swan Hill Rural City Council
Planning Department
planning@swanhill.vic.gov.au

15 June 2022

Dear Sir and/or Madam,

Planning Permit Application - Accommodation - Dwelling

Application No. PLN2022043
Applicant: Price Merrett Consulting Pty Ltd
C/- Andrew Merrett
Location: 157A River Rd SWAN HILL VIC 3585
V 8189 F 602 Lot 1 Plan 040184

Thank you for your letter and information received 20 May 2022 in accordance with Section 55 of the *Planning and Environment Act 1987*.

Goulburn-Murray Water's (GMW's) areas of interest are surface water and groundwater quality, use and disposal. GMW requires that development proposals do not impact detrimentally on GMW's infrastructure and the flow and quality of surface water and groundwater. Applicants must ensure that any required water supplies are available from an approved source.

GMW understands the application seeks approval for a 4 bedroom dwelling. The property is bordered by GMW's No. 10 Channel within the southern and western boundaries. The dwelling must not be constructed within 30 metres Goulburn-Murray Water's No. 10 Channel, measured from the top inside edge of the channel bank. Limited information in relation to the onsite wastewater management system has been provided. The portion of the property which will contain the wastewater disposal envelope is constrained in terms of the required 60 metre setback from GMW's No. 10 Channel. Therefore, in accordance with the EPA Code of Practice – Onsite Wastewater Management, wastewater from the dwelling must be treated to a secondary standard to allow this setback to be reduced to 30 metres.

The application states that the dwelling will be connected to a GMW water supply. Any enquiries or applications regarding access to water for the proposal should be made to Goulburn-Murray Water by calling 1800 013 357. The procurement of water for the proposal is the responsibility of the applicant and not addressed through the planning permit referrals process.

Based on the information provided and in accordance with Section 56 (b) of the *Planning and Environment Act 1987*, Goulburn-Murray Water has no objection to this planning permit being granted subject to the following conditions:

ABN: 46 761 336 846

- 1 -

OFFICIAL



1. All construction and ongoing activities must be in accordance with sediment control principles outlined in 'Construction Techniques for Sediment Pollution Control' (EPA, 1991).
2. No buildings are to be constructed within 30 metres Goulburn-Murray Water's No. 10 Channel, measured from the top inside edge of the channel bank.
3. All wastewater from the dwelling must be treated to a standard of at least 20mg/L BOD and 30mg/L suspended solids using a package treatment plant or equivalent. The system must have a certificate of conformity issued by the Conformity Assessment Body (or equivalent approval) and be installed, operated and maintained in accordance with the relevant Australian Standard and EPA Code of Practice.
4. The wastewater disposal area must be located a minimum of 30m from Goulburn-Murray Water irrigations drains and channels, 60m from any dams, and at least 20m from any bores.
5. The wastewater management system must be appropriately designed to manage the potential volume of wastewater generated under full occupancy (based on a minimum 4 bedrooms), including an appropriately sized disposal area based in accordance with the requirements of the current EPA Code of Practice – Onsite Wastewater Management.
6. The wastewater disposal area must be kept free of stock, buildings, driveways and service trenching and must be planted with appropriate vegetation to maximise its performance. Stormwater must be diverted away. A reserve wastewater disposal field of equivalent size to the primary disposal field must be provided for use in the event that the primary field requires resting or has failed.
7. Stormwater must be discharged to a legal point as nominated by the Responsible Authority. All infrastructure and works to manage stormwater must be in accordance with the requirements of the Responsible Authority.

Planning Note:

Any enquiries or applications regarding access to water for the proposal should be made to Goulburn-Murray Water by calling 1800 013 357. The procurement of water for the proposal is the responsibility of the applicant and not addressed through the planning permit referrals process.

If you require further information please e-mail planning.referrals@gmwater.com.au or contact 1800 013 357.

Yours sincerely

Ranine McKenzie
STATUTORY PLANNING PARTNER

Per: (original signed by Roey Walls)

B.22.90 EVENT SUPPORT FUND REQUEST SWAN HILL TWILIGHT CHRISTMAS MARKET 2022

Responsible Officer: Director Development and Planning
File Number: S17-01-04-09
Attachments: Nil

Declarations of Interest:

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

Summary

The purpose of this report is to seek a Council decision on a funding request that has been made under the Event Support Fund 2022/23, for the Swan Hill Twilight Christmas Market 2022. It should be noted that this is a late request for funding outside of the normal process undertaken by Council in considering support for events.

Discussion

This annual event is run by the Swan Hill Farmers Market, under Lifestyle Markets Australia Incorporated (LMA: not-profit organisation) and showcases market stalls, entertainment, children's activities and food vendors.

The event is due to be held on Thursday 22 December 2022 at Riverside Park and entry to the event will be by a gold coin donation.

In 2019 the event attracted an estimated attendance of 2000 people. According to the 2022 event application it is anticipated that the event will attract 1000-2000 attendees.

The organisers of the Swan Hill Twilight Christmas Market are requesting Council support of \$5,000 cash and logistical support. The cash component is intended to be used for the payment of local entertainers and any excess towards local vendor expenses e.g. equipment hire.

Logistical support would include the provision of signage, fencing, traffic management, venue hire and civic duties.

Consultation

Council Events Staff have liaised with the organisers of the Swan Hill Twilight Christmas Market about events requirements and the events support process.

The Executive Leadership Team and Councillors have been briefed on the request for funding together with the options available relating to the request.

In considering the option of providing logistical support, Council Events Staff have liaised with the Council Depot Staff on matters relating to fencing and traffic management with the potential costs listed below:

Breakdown of potential logistical costs for 2022 event:

- Road Closure (traffic signage, traffic management plan, labour to set-up and pack-up traffic signage) = \$1,000 (estimation)
- Event Permit Fee = \$102.50
- Soundshell hire = \$54
- POPE (Places of Public Entertainment) Permit = \$601.20
- SHRCC banner hire = no charge
- Advertising on Council mediums (Swan Hill Region Information Centre and Council Facebook pages) = TBC

Total = \$1,757.70

Council will not be able to provide fencing, traffic marshals for parking during the event and departure post-event.

It should be noted that the funding inquiry was received 5 days after the FY22/23 closing date and an application received a considerable time later.

Council has previously received applications for funding from the event organisers as detailed below:

- FY21/22 - awarded \$500 logistical support
- FY 20/21 - unsuccessful
- FY19/20- awarded \$4,500 cash sponsorship and additional support for lighting was required \$972.00

Financial Implications

The Event Support Fund current balance is \$20,240.53 after Council had previously adopted the recommendations for the distribution of the 2022/23 Events Support Fund Grants and after some additional ad hoc event expenditures.

It should be noted that Council is currently awaiting advice on the application for funding to stage the Luna Lights Event which Council had made a commitment of providing \$15,000.00 if successful in obtaining a grant, which will then reduce 2022/2023 Events Support Grant fund to \$5,240.53.

This would mean that the application would not be able to be fully funded from the Event Support Fund (\$5,000 cash and \$1,758 logistics) as the budget allocated would be oversubscribed.

Additional late requests for support from the Events Support Fund have been advised that financial contributions (cash) are not available for the remainder of this financial year and that logistical support is the only realistic option.

It is important to note that this logistical support would be at a minimal contribution due to the limited budget remaining.

Social Implications

The Twilight Christmas Market will enhance community well-being, encourage local businesses to be involved.

Economic Implications

The event will provide exposure for local businesses and entertainers with both the local community and visitors being encouraged to not only support the event but to shop locally during the period leading up to Christmas and beyond.

Events such as the Twilight Christmas Market support the efforts of both Council and Swan Hill Inc in undertaking activities that benefit the local economy and businesses.

Environmental Implications

Events need to consider their impact on the environment and implement measures to reduce this impact. Council Events Staff can provide advice to applicants on how best to ensure that they organise events that are environmentally friendly.

Risk Management Implications

All events on Council owned and/or managed grounds must go through Council's Events Approval Process with Council Staff providing advice and guidance to ensure that all risk and legislative requirements are met.

Council Plan Strategy Addressed

Liveability - Building Healthy Communities.

Options

Council should give consideration to the following options with respect to the request for support from the organisers of the Swan Hill Twilight Christmas Market:

1. Approve \$1,758 in logistical support Swan Hill Twilight Christmas Market 2022.

2. Consider allocating an alternative amount under the Event Support Fund.
3. Do not approve funding for the Swan Hill Twilight Christmas Market 2022

Recommendation

That Council approve \$1,758.00 from the Event Support Fund for logistical support for the Swan Hill Twilight Christmas Market 2022.

136/22 Motion

MOVED Cr McKay

That Council approve \$1,758.00 from the Event Support Fund for logistical support and \$1000 for entertainment for the Swan Hill Twilight Christmas Market 2022.

The Motion LAPSED due to want of a seconder.

MOVED Cr Les McPhee

That Council approve \$1,758.00 from the Event Support Fund for logistical support for the Swan Hill Twilight Christmas Market 2022.

SECONDED Cr Young

The Motion was put and CARRIED

SECTION C – DECISIONS WHICH NEED ACTION/RATIFICATION

C.22.17 SIGN & SEAL REPORT

Responsible Officer: Chief Executive Officer

Attachments: Nil.

Declarations of Interest:

Scott Barber - 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
1116	Section 173 Agreement – 2 Tobruk Street, Swan Hill.	Between Swan Hill Rural City Council and D.Delmenico Builders Pty Ltd	27/09/22

Note: A Section 173 Agreement is a typically a contract between the Council and a landowner that places use or development restrictions on the land.

They are intended to ensure compliance with conditions contained in permits granted by the Council and are often used in subdivision matters. These agreements are named after Section 173 of the Planning and Environment Act 1987.

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.

137/22 Motion

MOVED Cr McPhee

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

SECONDED Cr Young

The Motion was put and CARRIED

C.22.18 COUNCILLOR ASSEMBLIES - RECORD OF ATTENDANCE AND AGENDA ITEMS

Responsible Officer: Chief Executive Officer
File Number: S15-05-06
Attachments: 1 Record of attendance

Declarations of Interest:

Scott Barber - 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

Leadership - Bold leadership, strong partnerships and effective advocacy.

Options

Council Assemblies are reported to ensure good governance and transparency.

Recommendation

That Council note the contents of the report.

138/22 Motion

MOVED Cr McPhee

That Council note the contents of the report.

SECONDED Cr McKay

The Motion was put and CARRIED

**COUNCILLOR ASSEMBLIES ATTENDANCE AND AGENDA
27 September 2022 at 1.00pm, Swan Hill Town Hall – Council Chambers**

AGENDA ITEMS

- Council Plan Review
- Seasonal Workers Accommodation Stage 1
- Swan Hill Swimming Pool Re-location
- Council Representative for Swan Hill Sporting Precinct Advisory Committee
- Robinvale Riverfront Masterplan
- Australia Day

ADDITIONAL ITEMS DISCUSSED

- Nil

ATTENDANCE

Councillors

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

Apologies

Leave of Absence

- Cr Jade Benham

OFFICERS

- Scott Barber, Chief Executive Officer
- Bruce Myers, Director Community & Cultural Services
- Svetla Petkova, Director Infrastructure
- Bhan Pratap, Director Corporate Services
- Heather Green, Director Development and Planning
- Helen Morris Organisational Manager
- Dennis Hovenden, Acting Economic Development Manager
- Dione Heppell, Liveability and Project Development Coordinator

Other

Nil

CONFLICT OF INTEREST

Nil

COUNCILLOR ASSEMBLIES ATTENDANCE AND AGENDA
4 October 2022 at 1.00pm, Swan Hill Town Hall – Council Chambers

AGENDA ITEMS

- Councillor Only
- Robinvale Riverfront Masterplan Key Projects Stage 1
- Councillors as Candidates in State or Federal Elections Guidelines
- Service Performance Reporting
- KSI First Quarter 2022/23
- Event Support Fund Request
- Year in review – Pioneer Settlement
- Catholic Care Development
- Butterworth Street discussion

ADDITIONAL ITEMS DISCUSSED

- Robinvale Hotel

ATTENDANCE

Councillors

- Cr Les McPhee
- Cr Nicole McKay
- Cr Bill Moar
- Cr Stuart King
- Cr Ann Young

Apologies

- Cr Chris Jeffery

Leave of Absence

- Cr Jade Benham

OFFICERS

- Scott Barber, Chief Executive Officer
- Bruce Myers, Director Community & Cultural Services
- Svetla Petkova, Director Infrastructure
- Bhan Pratap, Director Corporate Services
- Heather Green, Director Development and Planning
- Helen Morris, Organisational Manager
- Dennis Hovenden, Acting Economic & Development Manager
- Nathan Keighran, Economic Development Coordinator
- Sarah Rogers, Economic Development and Events Officer/COVID Support Officer
- Jess Warburton, General Manager Pioneer Settlement
- Kate Jewell, Development Manager

Other

Nil

CONFLICT OF INTEREST

Nil

COUNCILLOR ASSEMBLIES ATTENDANCE AND AGENDA
11 October 2022 at 1.00pm, Swan Hill Town Hall – Council Chambers

AGENDA ITEMS

- 10 Year Major Projects Plan
- Current Vacancies
- Request for rate concession

ADDITIONAL ITEMS DISCUSSED

- Cod announcement
- Telecommunication update
- Flood Planning

ATTENDANCE

Councillors

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

Apologies

- Cr Chris Jeffery
- Cr Les McPhee

Leave of Absence

- Cr Jade Benham

OFFICERS

- Scott Barber, Chief Executive Officer
- Bruce Myers, Director Community & Cultural Services
- Svetla Petkova, Director Infrastructure
- Bhan Pratap, Director Corporate Services
- Heather Green, Director Development and Planning
- Helen Morris, Organisational Manager
- Ash Free, Finance Manger
- Simon Burge, Acting Operations Manger

Other

Nil

CONFLICT OF INTEREST

Nil

SECTION D – NOTICES OF MOTION

D.22.5 UPGRADE TO LONG LAKE ROAD, LAKE BOGA AND THE INTERSECTION WITH MURRAY VALLEY HIGHWAY

Having given due notice, **Councillor Les McPhee MOVED**

That Council:

- 1. Make provision to include a design and upgrade of Long Lake Road, Lake Boga in the roadworks budget within the next three years, due to the impending increase in heavy vehicle traffic that will occur as a result, of the \$40 million agricultural development occurring on that road.**
- 2. Immediately write to the Minister for Roads Ben Carroll and Member for Murray Plains Peter Walsh advocating for Regional Roads Victoria to upgrade the Murray Valley Highway and Long Lake Road intersection.**

Preamble

Argyle Capital Partners are a Brisbane company that manages private investment developments in the Australian agricultural sector. One of these developments is a \$40 million project located in the Swan Hill Municipality on Long Lake Road, Lake Boga. This development consists of 600 acres of citrus, 200 acres of grapes and 140 acres of stone fruit. When in full production within the next four years the citrus alone is expected to produce up to 50 tonnes per acre, which adds up to 30,000 tonnes each harvest.

The citrus will be transported by trucks to Mildura for processing. With a restricted access B-double truck able to carry 62.5* tonnes (General Mass Limits Common 9 axle B-double), this will mean there will be up to 480 more heavy vehicle movements for the citrus alone on Long Lake Road and turning onto and off the Murray Valley Highway (MVH).

Concerned residents of Long Lake Road, Lake Boga, have grave concerns about the dangerous intersection of Long Lake Road with the MVH. Over the years there have been a number of serious injury collisions at this intersection and it is only luck that at least one of them was not a fatality. Also most residents can provide anecdotal evidence of many near misses at this intersection when turning off the MVH. These near misses are not recorded and it is only luck that they did not become serious injury collisions.

One problem with this intersection is that Long Lake Road intersects the MVH on a slight bend and vehicles travelling along the MVH are not expecting vehicles to turn off the MVH at this bend.

Residents of Long Lake Road, Lake Boga are sending a letter to the Minister for Roads Ben Carroll and Member for Murray Plains Peter Walsh requesting that Regional Roads Victoria upgrade the intersection at MVH and Long Lake Road, Lake Boga. The residents are accordingly asking Council to also write a letter in support for the upgrade of this intersection, which will need to be done in conjunction with the upgrade by Council of Long Lake Road. Long Lake Road is also a school bus route, with the added danger to school children with the increase in heavy vehicle movements and when their bus is turning off the MVH.

Long Lake Road is a Council road and it is a typical country road with a narrow section of bitumen and gravel shoulders that require vehicles to move onto the gravel shoulder when passing approaching vehicles, this causes more damage to the bitumen edge when heavy vehicles are involved. There is a dangerous rise in the road whereby drivers are unable to see approaching vehicles until the last moment. There is also high road-edge drop offs on sections of the road.

There will be other agricultural developments occurring within our Municipality that Council need to monitor and give consideration in the future with road upgrades as required.

*<https://www.nhvr.gov.au/files/201901-0977-national-class2-b-double-operators-guide.pdf>
<https://www.nhvr.gov.au/files/201607-0116-mass-and-dimension-limits.pdf> viewed 12 October 2022

The Acting Mayor Cr Bill Moar asked that Council debate the motion in two parts (Part 1 and Part 2).

Having given due notice, **Councillor Les McPhee MOVED**

That Council:

- 1. Make provision to include a design and upgrade of Long Lake Road, Lake Boga in the roadworks budget within the next three years, due to the impending increase in heavy vehicle traffic that will occur as a result, of the \$40 million agricultural development occurring on that road.**

The Motion LAPSED due to want of a SECONDER

MOVED Cr Les McPhee

That Council:

- 2. Immediately write to the Minister for Roads Ben Carroll and Member for**

Murray Plains Peter Walsh advocating for Regional Roads Victoria to upgrade the Murray Valley Highway and Long Lake Road intersection.

SECONDED Cr Ann Young

The Motion was put and CARRIED.

SECTION E – FORESHADOWED ITEMS

Nil

SECTION F – URGENT ITEMS NOT INCLUDED IN AGENDA

Nil

SECTION G – TO CONSIDER & ORDER ON COUNCILLOR REPORTS

Cr Les McPhee - List events / meetings

Date	Organisation / Group	Details (if relevant)
04/10/2022	Swan Hill Residents and Ratepayers	Monthly meeting
14/10/2022	Colidie with a Councillor	Ultima

Cr Nicole McKay - List events / meetings

Date	Organisation / Group	Details (if relevant)
03/10/2022	Nyah Action Group Meeting	Meeting
08/10/2022	Manangatang Races	
27/09/2022	Nyah West Disc Golf Grand Opening	
12/10/2022	Tree Planting Ceremony for the Queens 70 th Jubilee at Nyah West	Nyah District Action Group with Peter Walsh and Anne Webster

Cr Ann Young - List events / meetings

Date	Organisation / Group	Details (if relevant)
26/08/2022	Lake Boga Inc	Meeting
19/08/2022	Library Outreach Vehicle	Soft launch
14/10/2022	Goshen Project	Meeting
14/10/2022	Colidie with a Councillor	Ultima

Cr Bill Moar - List events / meetings

Date	Organisation / Group	Details (if relevant)
12/10/2022	Mental Health Week	Launch
11/10/2022	Saleyards Advisory committee	Meeting
08/10/2022	Lake Boga Urban Fire Brigade 70 th Anniversary Dinner	
07/10/2022	Citizenship Ceremony	Swan Hill and Robinvale
05/10/2022	Depot Meeting	
29/09/2022	Library Outreach Vehicle	Soft launch
28/09/2022	CVGA – Planning for a safe Vehicle Climate	
28/09/2022	Old Nurses Home – End of an era event	

Councillor Stuart King - List events / meetings

Date	Organisation / Group	Details (if relevant)
12/10/22	Swan Hill Football Netball Club	Attended committee meeting to introduce the Swan Hill Rec Reserve Precinct Advisory Committee proposal and intentions
4/10/22	Residents & Ratepayers Assoc	Attended meeting.

139/22 Motion

MOVED Cr McPhee

That Council receive the Councillor reports.

SECONDED Cr McKay

The Motion was put and CARRIED

SECTION H – IN CAMERA ITEMS

140/22 Motion

MOVED Cr McKay

That Council, pursuant to section 66(2)(a) of the *Local Government Act 2020* , resolve to close the meeting at 3.09pm to members of the public to consider the following items which relate to matters specified under section 3(1), as specified below:

B.22.82 IN CAMERA CONSIDERATION OF CONFIDENTIAL REPORT

(g(ii)) private commercial information, being information provided by a business, commercial or financial undertaking that if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage

B.22.83 IN CAMERA CONSIDERATION OF CONFIDENTIAL REPORT

(f) personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs

B.22.84 IN CAMERA CONSIDERATION OF CONFIDENTIAL REPORT

(a) Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released

SECONDED Cr McPhee

The Motion was put and CARRIED

141/22 Motion

MOVED Cr McKay

That the meeting move out of closed session at 3.45pm.

SECONDED Cr McPhee

The Motion was put and CARRIED

SECTION I – DECISIONS MADE IN CAMERA

B.22.82 POSSIBLE LAND ACQUISITION

142/22 Motion

MOVED Cr McPhee

That Council commence the process to achieve an ownership change of the land specified as presented.

SECONDED Cr Young

The Motion was put and CARRIED

B.22.83 VACANT RESIDENTIAL LAND

143/22 Motion

MOVED Cr McPhee

That Council having considered a customer request, decline this request and apply the existing Revenue and Rating Plan.

SECONDED Cr McKay

The Motion was put and CARRIED

B.22.84 BUTTERWORTH ST – ROAD & DRAINAGE UPGRADE

144/22 Motion

MOVED Cr McPhee

That Council:

- 1. Undertake all works as specified within the Tender documents for the Butterworth Street – Road & Drainage Upgrade project**
- 2. Increase the scope of this project to include work outlined in Option 4.**
- 3. Reallocate funds from the 2022/23 annual reseal budgeted program to fund the amended project budget deficit.**
- 4. Ensure that future reseal program budgets are commensurately increased over several years to offset the budget reduction in the 22/23 Financial Year.**

SECONDED Cr McKay

The Motion was put and CARRIED

There being no further business the Acting Mayor, Councillor Bill Moar closed the meeting at 3.46pm.