



44 Station Street
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AGENDA

SCHEDULED MEETING OF COUNCIL **FOR** **WEDNESDAY 24 NOVEMBER 2021** **TO BE HELD AT COBRAM CIVIC CENTRE** **COMMENCING AT 6:00 PM**

RECORDING

Consistent with section 12.3 of our Governance Rules, Council officers have been authorised to record the public session of this meeting using an audio recording device.

LIVE STREAMING

Council meetings will now be lived streamed to allow those interested in viewing proceedings greater access to Council decisions and debate, without attending the meeting in person.

1. CALLING TO ORDER – CEO

2. PRAYER

Almighty God we humbly ask you to guide our deliberations for the welfare and benefit of the Moira Shire and its people whom we serve.

Amen

3. ACKNOWLEDGEMENT OF COUNTRY

We, the Moira Shire Council, would like to acknowledge the traditional owners of the land upon which we meet and pay our respects to their Elders both past and present.

4. APOLOGIES & REQUESTS FOR LEAVE OF ABSENCE

5. DECLARATION UNDER ACTS, REGULATIONS, CODES OR LOCAL LAWS

6. DECLARATION OF ANY INTEREST OR CONFLICT OF INTEREST

7. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Recommendation: “That the minutes of the Scheduled Council Meeting held on Wednesday, 27 October 2021 and the minutes of the Scheduled Meeting of Council held on Wednesday, 10 November 2021, as prepared, be confirmed.”

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NIL	
13. PETITIONS AND JOINT LETTERS	
NIL	
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NIL	
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File No: Various

Item No: 9

QUESTIONS FROM THE PUBLIC GALLERY

Questions of Council are an opportunity for the general public to submit a question prior to the Ordinary Meeting and receive a response from Council in the Questions of Council time.

- (1) The Council will hold Questions of Council Time for up to 30 minutes duration at the beginning of each Ordinary Meeting to allow questions of Council. Extension of time may be granted at the discretion of the Mayor.
- (2) Questions of Council are an opportunity for the general public to submit a question prior to the Ordinary Meeting and receive a response from Council in the Questions of Council time.
- (3) Council meetings are recorded and broadcasted to the public, this includes community questions and responses.
- (4) Questions of Council time will not apply during any period when the Council has resolved to close the meeting in respect of a matter under section 66 (1) of the Act.
- (5) Questions of Council may be on any matter relevant to the jurisdiction of the Council except if it:
 - (a) is considered malicious, defamatory, indecent, abusive, offensive, irrelevant, trivial, or objectionable in language or substance;
 - (b) relates to confidential information as defined under the Act;
 - (c) relates to the personal hardship of any resident or ratepayer; or
 - (d) relates to any other matter which the Council considers would prejudice the Council or any person.
 - (e) Deals with a subject matter already answered
- (6) No more than two questions will be accepted from any person at any one meeting.
- (7) Where the Chief Executive Officer does not accept a question, the submitter is to be informed of the reason or reasons for which their question was not accepted.
- (8) A question submitted in writing by a member of the public, which has been disallowed by the Chief Executive Officer will be provided to any Councillor on request.
- (9) Questions may be read by the submitter where they are present at the meeting. Where the submitter is not present they shall be read by a delegate of the Chief Executive Officer and may be abridged to get to remove unnecessary commentary and only state the question.
- (10) Questions submitted to the Council must be:
 - (a) in written form;
 - (b) contain the name, address and email or contact telephone number of the person submitting the question;
 - (c) in a form approved or permitted by the Council (Template available on Council's website);
 - (d) addressed to the Chief Executive Officer; and
 - (e) submitted no later than the day prior to the meeting by email to info@moira.vic.gov.au clearly stating is a question for the meeting.

FILE NO: F21/12
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.1.1
(EXECUTIVE ASSISTANT TO CEO, ROBYN
BONADDIO)
(CHIEF EXECUTIVE OFFICER, CLARE
KEENAN)

COUNCIL MEETING SCHEDULE 2022

RECOMMENDATION

That Council:

1. Set the date, time and place of Council meetings as:
 - Scheduled Council Meetings to be held on the fourth Wednesday of the month (unless it conflicts with a public holiday) commencing at 5pm during eastern standard times and 6pm during daylight savings.
 - That all Scheduled Council Meetings to be held at the Cobram Civic Centre, Council Chambers while COVID is still a consideration.
2. Briefing sessions to be held on the second Wednesday of the month and held on the third Wednesday of the month if required.

1. Executive Summary

Under Section 3.1 of Moira Shire Council's Governance Rules: at or before the last Meeting each calendar year, Council must fix the date, time and place of all Council Meetings and any Delegated Committee Meetings for the following calendar year. Council by resolution, or the Chief Executive Officer, may change the date, time and place of, or cancel, any Meeting which has been fixed and must provide notice of the change to the public.

This report details the meeting schedule for 2022.

2. Background and Options

Meeting locations

In 2018 and 2019 Council meetings took place in Cobram, Numurkah, Nathalia, and Yarrawonga with the majority of meetings held in Cobram. On average, depending on what was be considered at the Council meeting, approximately 20 people would be in the gallery.

The Victorian Government's *COVID-19 Omnibus (Emergency Measures) Act 2020* introduced into the *Local Government Act 2020* (the Act) mechanisms that allows for virtual council meetings – to ensure local government decision-making can continue during the coronavirus pandemic.

In 2020 a global pandemic was declared, necessitating the need to have the meetings closed to the public and for the meetings to be live streamed, which has continued through 2021.

Having meetings live streamed gave more residents access to Council decisions and debate at a time and place that suited them.

The analytical data of the amount of people viewing the recordings of the Council Meetings has provided the below stats:

- February meeting 1.5k
- March meeting 4.9k

FILE NO: F21/12
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.1.1

COUNCIL MEETING SCHEDULE 2022 (cont'd)

- April meeting 6.4k
- May meeting 800
- Budget submissions meeting 1.3k
- June meeting 662
- July meeting 1k
- August meeting 801
- September 1k

Resulting in 18363 people viewing the Council meeting in the last nine months.

The Cobram Civic Centre has been set up with the technology and the internet connection to allow this to occur seamlessly.

Proposal – All of Council Meetings to be held at the Cobram Civic centre to allow for seamless technology set up and adequate internet connection while COVID 19 is still a consideration.

The venue can be changed if circumstances allow.

Meeting times

There is no time of day that suits every segment of the community and this is reflected in the wide range of meeting times adopted by Councils across Victoria. Prior to 2017 Council scheduled meetings for 6pm which was 'unfriendly' to a range of demographics, requires considerable officer involvement outside of standard business hours and involves travel at higher risk periods of the day including dusk and night time.

In 2017 Council held meetings commencing at 5pm during the winter months and 6pm during daylight savings.

Proposal – Council schedule meetings to commence at 5pm during eastern standard times and 6pm during daylight savings.

Week of the month

In 2017 Council Meetings were scheduled in the fourth week of each month. This enabled month end data to be included at the next meeting and hence improved the timeliness of officer reports.

The Council agenda will be available to Councillors and community a week before the meeting. Having the meetings during the fourth week of the month will allow additional time for agenda review by Councillors and the community.

Proposal – Continue with fourth week of the month.

3. Financial Implications

Council meeting expenses are included in the adopted budget.

4. Risk Management

Risk is mitigated by having sound technology and internet connection in place to seamlessly live streamed Council Meetings.

FILE NO: F21/12
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.1.1

COUNCIL MEETING SCHEDULE 2022 (cont'd)

5. Internal and External Consultation

An Ordinary meeting of Council forms part of Council's commitment to community engagement.

All Council Meetings and Special Council Meetings are advertised in the Moira Shire half Page advertisement, which is advertised in the: Yarrowonga Chronicle, Numurkah Leader, Cobram Courier Nathalia Red Gum Courier and Council's social media page. Council Meeting dates and times are available from the Moira Shire website (www.moira.vic.gov.au).

Copies of the agenda are available from the Moira Shire website.

Minutes of the previous meeting are uploaded onto the website once Council has approved them at the following meeting.

6. Regional Context

All Victorian Local Governments are currently live streaming their Council meetings.

7. Council Plan Strategy

A well run Council.

8. Legislative / Policy Implications

Under Section 3.1 of Moira Shire Council's Governance Rules the date time and place of all Council meetings are to be fixed by the Council and reasonable notice of the meetings must be provided to the public.

9. Environmental Impact

There are no environmental impact considerations associated with this report.

10. Conflict of Interest Considerations

There are no conflict of interest considerations associated with this report.

11. Conclusion

That Council set the date, time and place for Council Meetings for 2022 as per the attached schedule.

Attachments

- 1 Council Meeting Dates 2022

FILE NO: F21/12
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.1.1

COUNCIL MEETING SCHEDULE 2022 (cont'd)

ATTACHMENT No [1] - Council Meeting Dates 2022

Date	Venue	Meeting
Wed 23 Feb 2022	Cobram Civic Centre	Ordinary Council Meeting
Wed 23 Mar 2022	Cobram Civic Centre	Ordinary Council Meeting
Wed 27 April 2022	Cobram Civic Centre	Ordinary Council Meeting
Wed 25 May 2022	Cobram Civic Centre	Ordinary Council Meeting
Wed 22 Jun 2022	Cobram Civic Centre	Ordinary Council Meeting
Wed 27 July 2022	Cobram Civic Centre	Ordinary Council Meeting
Wed 24 Aug 2022	Cobram Civic Centre	Ordinary Council Meeting
Wed 28 Sep 2022	Cobram Civic Centre	Ordinary Council Meeting
Wed 26 Oct 2022	Cobram Civic Centre	Ordinary Council Meeting
Wed 9 Nov 2022	Cobram Civic Centre	Mayoral Election
Wed 23 Nov 2022	Cobram Civic Centre	Ordinary Council Meeting
Wed 14 Dec 2022 *	Cobram Civic Centre	Ordinary Council Meeting

* Indicates meeting brought forward due to a public holiday.

FILE NO: F13/503
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.2.1
(SENIOR GOVERNANCE OFFICER,
MARGARET HINCK)
(GENERAL MANAGER CORPORATE,
SIMON RENNIE)

ASSEMBLIES OF COUNCILLORS OCTOBER 2021

RECOMMENDATION

That Council receive and note the Record of Assemblies of Councillors for October 2021.

1. Executive Summary

The purpose of this report is to detail the Assemblies of Councillors held in October 2021. These records provide transparency in councils decision making process, in line with Council's commitment to the principles for public transparency and Council's Public Transparency Policy.

2. Background and Options

This report provides details of Councillor Assemblies that have been held for the month of October 2021 and whether a conflict of interest disclosure was made by a Councillor.

An Assembly of Councillors can be defined as:

- A meeting (other than a Council or special committee meeting), briefing or other activity where at least half of the Council and a member of Council staff is present; and
- Where the matters considered may be subject to a decision of Council or exercise of a function, duty or power of the Council that has been delegated to a person or committee.

No formal decisions can be made at an Assembly but rather discussion and questions on the issues allow Councillors to be fully informed for the Council meeting.

FILE NO: F13/503
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.2.1

ASSEMBLIES OF COUNCILLORS OCTOBER 2021 (cont'd)

Meeting	Present at meeting	Matters discussed	Declaration of Interest(s)
Councillor Session 6 October 2021	<p>Councillors: Libro Mustica Julie Brooks Kevin Bourke Ed Cox Peter Elliott Wayne Limbrick Peter Mansfield Marie Martin</p> <p>Staff: Executive Assistant Mayor & Councillors, Bobby Brook</p>	<p>Glanmire Park Development</p> <p>Numurkah Leader</p> <p>Numurkah Flood Mitigation Scheme</p> <p>Cobram Regional Care</p> <p>Numurkah Lake</p> <p>Councillor Code of Conduct</p>	<p>Yes</p> <p>Cr Elliott</p> <p>Glanmire Park Development</p>
Council Briefing 13 October 2021	<p>Councillors: Libro Mustica Julie Brooks Kevin Bourke Ed Cox Peter Lawless Wayne Limbrick Peter Mansfield</p> <p>Staff: Chief Executive Officer Clare Keenan</p> <p>General Manager Community Sally Rice</p> <p>General Manager Corporate Simon Rennie</p> <p>Acting General Manager Infrastructure, Graham Henderson</p> <p>Manager Governance and Risk, Amanda Chadwick</p> <p>Manager Health Recreation and Culture, Georgia Hills</p>	<p>Draft Procurement Policy</p> <p>Tourism – Echuca Moama Tourism</p> <p>Numurkah Flood Study update</p> <p>Community Vision</p> <p>Draft Agenda Review</p>	<p>Nil</p>

FILE NO: F13/503
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.2.1

ASSEMBLIES OF COUNCILLORS OCTOBER 2021 (cont'd)

Meeting	Present at meeting	Matters discussed	Declaration of Interest(s)
Council Briefing 27 October 2021	<p>Councillors: Libro Mustica Julie Brooks Ed Cox Peter Elliott Peter Lawless Wayne Limbrick Peter Mansfield Marie Martin</p> <p>Staff: Chief Executive Officer, Clare Keenan General Manager Infrastructure, Andrew Close General Manager Community, Sally Rice General Manager Corporate, Simon Rennie</p>	Agenda Review	Nil

3. Financial Implications

There are no financial implications to consider with this report.

4. Risk Management

Preparing Assemblies of Councillors provides transparency in Council's decision-making process.

5. Internal

The General Manager Corporate was consulted in preparation of this report.

6. Council Plan Strategy

Transparent and accountable governance.

7. Legislative / Policy Implications

This report aligns with Council's commitment to the principles for public transparency detailed in Council's Public Transparency Policy.

8. Environmental Impact

There are no environmental impacts to consider with this report.

9. Conflict of Interest Considerations

There are no council officer conflicts of interest issues to consider within this report.

FILE NO: F13/503
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.2.1

ASSEMBLIES OF COUNCILLORS OCTOBER 2021 (cont'd)

10. Conclusion

The details of the Assemblies of Councillors incorporated into this report are a true and accurate record of all Assemblies of Councillors reported during October 2021.

Attachments

Nil

FILE NO: F
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.2.2
(SENIOR GOVERNANCE OFFICER,
NANCY MUSTICA)
(GENERAL MANAGER CORPORATE,
SIMON RENNIE)

AUDIT & RISK COMMITTEE MEETING MINUTES 21 OCTOBER 2021

RECOMMENDATION

That Council:

1. Accept the minutes of the Audit & Risk Committee meeting held on 21 October 2021; and
2. Endorse the recommendations contained within the reports.

1. Executive Summary

The Audit and Risk Committee is an independent advisory Committee to Council. The primary objective of the committee is to assist Council in the effective conduct of its responsibilities for financial reporting, management of risks and maintaining a reliable system of internal controls.

In accordance with the Audit & Risk Committee Charter, the minutes of the Audit & Risk Committee held on 21 October 2021 are attached.

The following reports were considered by the Committee:

- WHS Status Report – September Quarter 2021
- Quarterly Claims Management Report September 2021
- Policy Register Update
- Risk Register Report
- Fraud Risk Register Report
- Procurement Policy Review
- Internal Audit Action Status Report
- Major Project/Incidents and Legal Proceedings
- Audit & Risk Committee Meeting Dates for 2022

The key recommendations from the Audit & Risk Committee are to refer these matters to Council for consideration and endorsement.

2. Financial Implications

All financial implications are considered in the Council 2021/22 Budget.

3. Risk Management

The Audit and Risk Committee manage the risks within the reports provided.

4. Internal and External Consultation

Consultation is conducted internally with the Audit & Risk Committee and Senior Management.

5. Regional Context

All Victorian Councils are required to have an Audit & Risk Committee.

6. Council Plan Strategy

This report and its content aligns with Council Plan Strategic Pillar 5 – Transparent and Accountable Governance.

FILE NO: F
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.2.2

AUDIT & RISK COMMITTEE MEETING MINUTES 21 OCTOBER 2021 (cont'd)

7. Legislative / Policy Implications

There are no implications with this report.

8. Environmental Impact

There is no environmental impact with this report.

9. Conflict of Interest Considerations

There is no officer conflict of interest considerations.

10. Conclusion

That Council receive and accept the Audit & Risk Committee meeting minutes held on 21 October 2021 and endorse the recommendations contained within the reports.

Attachments

- 1 Audit and Risk Committee Meeting Minutes 21 October 2021

FILE NO: F
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.2.2

AUDIT & RISK COMMITTEE MEETING MINUTES 21 OCTOBER 2021 (cont'd)

ATTACHMENT No [1] - Audit and Risk Committee Meeting Minutes 21 October 2021



MINUTES

**AUDIT & RISK COMMITTEE MEETING HELD AT
COUNCILLOR BRIEFING ROOM,
THURSDAY 21 OCTOBER 2021**

The meeting commenced at 9.03am.

PRESENT Fred Douglas (Chair)
Cr Wayne Limbrick
Cr Marie Martin
Julie Guest
Lisa Ford

IN ATTENDANCE: Clare Keenan Chief Executive Officer
Simon Rennie General Manager Corporate
Amanda Chadwick Manager Governance & Risk
Nancy Mustica Senior Governance Officer
Bradley Ead AFS Accounting

1. ACKNOWLEDGEMENT OF COUNTRY

The Moira Shire Audit & Risk Committee, would like to acknowledge the traditional owners of the land upon which we meet and pay our respects to their Elders both past and present.

2. APOLOGIES

3. DECLARATION OF ANY CONFLICT OF INTEREST

4. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

MOTION:

"That the minutes of the Audit & Risk Committee Meeting held on Thursday, 16 September 2021, as prepared, be confirmed."

5. BUSINESS ARISING FROM PREVIOUS MEETING

6. OFFICER REPORTS FOR DETERMINATION

FILE NO: F
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.2.2

AUDIT & RISK COMMITTEE MEETING MINUTES 21 OCTOBER 2021 (cont'd)

ATTACHMENT No [1] - Audit and Risk Committee Meeting Minutes 21 October 2021

OFFICE OF CEO
OFFICER REPORTS FOR DETERMINATION

AUDIT & RISK COMMITTEE MEETING
THURSDAY, 21 OCTOBER 2021

FILE NO:
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 6.1.1
(OCCUPATIONAL HEALTH & SAFETY
COORDINATOR, ANTHONY HICKS)
(MANAGER PEOPLE AND
ORGANISATIONAL DEVELOPMENT, BRANT
DOYLE)

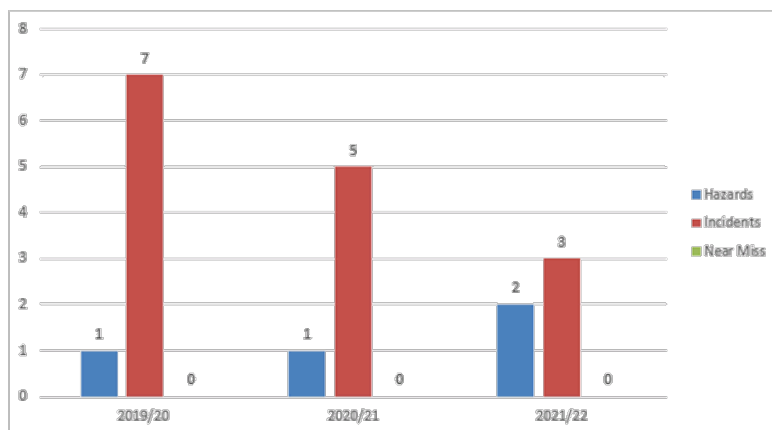
WHS STATUS REPORT - SEPTEMBER 2021 QUARTER

Executive Summary

This report provides a summary of the WHS related incidents and activities for the September 2021 quarter.

There were five (5) incident reports received in the September 2021 quarter compared to six (6) in the September 2020/21 quarter and eight (8) for the September 2019/20 quarter.

Graph 1. WHS Incident, Hazard and Near Miss reports in the June quarter for the past three years.



FILE NO: F
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.2.2

AUDIT & RISK COMMITTEE MEETING MINUTES 21 OCTOBER 2021 (cont'd)

ATTACHMENT No [1] - Audit and Risk Committee Meeting Minutes 21 October 2021

OFFICE OF CEO
OFFICER REPORTS FOR DETERMINATION

AUDIT & RISK COMMITTEE MEETING
THURSDAY, 21 OCTOBER 2021

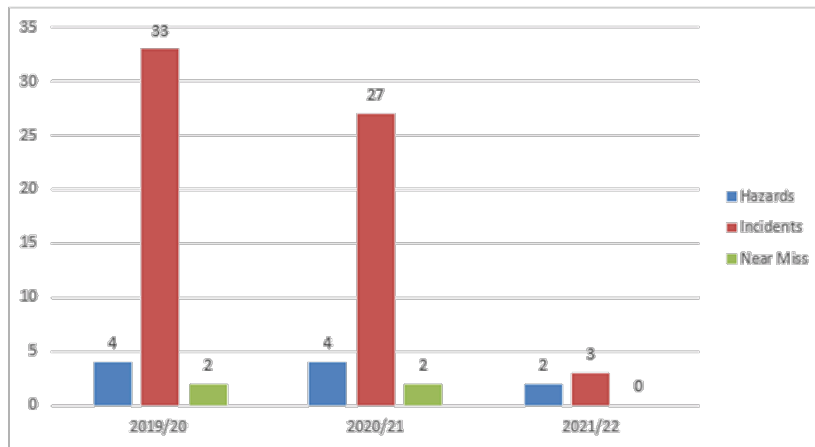
FILE NO:
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 6.1.1

WHS STATUS REPORT - SEPTEMBER 2021 QUARTER (cont'd)

Graph 2. WHS Incident Hazard and Near Miss Reports for the past three years.

Graph 2 provides the number of incident, hazard and near miss reports for the 2021/2022 year to date compared to the previous two financial years. Indications are the number of incident reports are lower with the 2020/21 and the 2019/20 year.



MOTION

CRS WAYNE LIMBRICK / MARIE MARTIN

That the Audit and Risk Committee note the Workplace Health and Safety (WHS) Status Report for the September 2021 quarter and refer the report to Council for consideration.

(CARRIED)

FILE NO: F
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.2.2

AUDIT & RISK COMMITTEE MEETING MINUTES 21 OCTOBER 2021 (cont'd)

ATTACHMENT No [1] - Audit and Risk Committee Meeting Minutes 21 October 2021

CORPORATE
OFFICER REPORTS FOR DETERMINATION

AUDIT & RISK COMMITTEE MEETING
THURSDAY, 21 OCTOBER 2021

FILE NO: F13/493
5. DEMONSTRATING GOOD GOVERNANCE

ITEM NO: 6.2.1
(INSURANCE OFFICER, CHRISTINE
PERKINS)
(GENERAL MANAGER CORPORATE, SIMON
RENNIE)

QUARTERLY CLAIMS MANAGEMENT REPORT SEPTEMBER 2021

Executive Summary

This report provides a summary of various aspects of Council's incidents and claims activity for the September 2021 Quarter.

Council received five incident reports this quarter. All incidents and claims have been investigated and managed in accordance with Council's procedures and referred to Council's Claim Managers as required.

Incidents and Claims

Council received 12 incident reports in the September quarter last year and 15 for the September quarter 2019-2020. The decrease is most likely a reflection of the Covid 19 movement restrictions and lockdowns.

There were 6 cases in various stages of litigation during the quarter.

MOTION

LISA FORD /CR MARIE MARTIN

That the Audit and Risk Committee;

- note the Claims Management Status Report for the September 2021 Quarter; and
- refer the report to Council for consideration.

(CARRIED)

FILE NO: F
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.2.2

AUDIT & RISK COMMITTEE MEETING MINUTES 21 OCTOBER 2021 (cont'd)

ATTACHMENT No [1] - Audit and Risk Committee Meeting Minutes 21 October 2021

CORPORATE
OFFICER REPORTS FOR DETERMINATION

AUDIT & RISK COMMITTEE MEETING
THURSDAY, 21 OCTOBER 2021

FILE NO:
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 6.2.2
(FINANCIAL ACCOUNTANT, ANDREW
WILSON)
(GENERAL MANAGER CORPORATE, SIMON
RENNIE)

QUARTERLY BUDGET REVIEW - SEPTEMBER 2021

Executive Summary

Income Statement

There has been an increase in the forecast budget surplus of \$0.11 million in the 2020/21 Adopted Budget to a surplus of \$0.59 million in the September 2021 forecast. The variance driven by increased Financial Assistance Grant funding and offset by additional expenditure on maintenance of unsealed roads.

Balance Sheet

The Balance Sheet of Moira Shire continues to remain strong.

Cash Flow Statement

The cash position of Moira Shire continues to remain strong.

Capital Expenditure

There is no change to the 2021/22 Adopted Budget capital works program, the capital works forecast for September 2021 remains at \$14.59 million. In addition, a further \$36.94 million in other capital works remain, these include works commenced in 2020/21, and other capital works that have been scoped but construction has not yet commenced.

Financial Performance indicators

All Financial performance indicators remain within an acceptable range.

MOTION

CRS WAYNE LIMBRICK / LISA FORD

That the Audit and Risk Committee notes:

1. the projections for the 2021/22 financial year contained in the September 2021 Quarterly Budget Review; and
2. the Environment Upgrade Agreements quarterly performance report.

(CARRIED)

FILE NO: F
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.2.2

AUDIT & RISK COMMITTEE MEETING MINUTES 21 OCTOBER 2021 (cont'd)

ATTACHMENT No [1] - Audit and Risk Committee Meeting Minutes 21 October 2021

CORPORATE
OFFICER REPORTS FOR DETERMINATION

AUDIT & RISK COMMITTEE MEETING
THURSDAY, 21 OCTOBER 2021

FILE NO: F13/2478
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 6.2.3
(GOVERNANCE OFFICER, NATALIE EVANS)
(GENERAL MANAGER CORPORATE, SIMON
RENNIE)

POLICY REGISTER UPDATE

Executive Summary

This report provides the Audit and Risk Committee with an update on the ongoing program to ensure Council policies remain relevant to business needs and meet evolving statutory and other compliance requirements.

There are currently 40 Council adopted policies. The review of each policy every 4 years, or sooner if required, ensures policies remain relevant.

Since the last report 1 revised policy has been adopted by Council, 1 revised policy has been released for community consultation and 7 existing policies are due for review.

MOTION

JULIE GUEST / LISA FORD

That the Audit and Risk Committee note the Policy Register update.

(CARRIED)

FILE NO: F
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.2.2

AUDIT & RISK COMMITTEE MEETING MINUTES 21 OCTOBER 2021 (cont'd)

ATTACHMENT No [1] - Audit and Risk Committee Meeting Minutes 21 October 2021

CORPORATE
OFFICER REPORTS FOR DETERMINATION

AUDIT & RISK COMMITTEE MEETING
THURSDAY, 21 OCTOBER 2021

FILE NO: F
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 6.2.4
(GOVERNANCE OFFICER, NATALIE EVANS)
(GENERAL MANAGER CORPORATE, SIMON
RENNIE)

RISK REGISTER REPORT

Executive Summary

Council maintains a Risk Register to record and manage the risks faced by Council at the corporate level. Risks are identified through internal and external audits, insurance audits, self-audits and ongoing risk assessments which are conducted in consultation with responsible officers.

Table 1 – A summary of the number of risks last quarter to this quarter:

Reporting Quarter	Extreme		High		Moderate		Low		Total
	Active	Residual	Active	Residual	Active	Residual	Active	Residual	
September 2021	0	0	4	9	14	21	0	6	54
June 2021	0	0	4	9	16	19	0	6	54

For the September 2021 quarter, there were 18 active risks and 36 residual risks on Councils Risk Register.

Risk Actions completed:

The September 2021 quarter saw a total of 9 risk actions completed in the areas of Asset Management, Event Management, Maternal & Child Health, Operations Management, Planning Scheme and WHS Management.

With the completion of the final actions under Operations Management, Planning Scheme and WHS Management these will now be moved from 'active' risks to 'residual' risks.

MOTION

CRS WAYNE LIMBRICK / MARIE MARTIN

That the Audit and Risk Committee:

- note the Risk Register Report for the September 2021 quarter; and
- refer the report to Council for consideration.

(CARRIED)

FILE NO: F
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.2.2

AUDIT & RISK COMMITTEE MEETING MINUTES 21 OCTOBER 2021 (cont'd)

ATTACHMENT No [1] - Audit and Risk Committee Meeting Minutes 21 October 2021

CORPORATE
OFFICER REPORTS FOR DETERMINATION

AUDIT & RISK COMMITTEE MEETING
THURSDAY, 21 OCTOBER 2021

FILE NO: F
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 6.2.5
(GOVERNANCE OFFICER, NATALIE EVANS)
(GENERAL MANAGER CORPORATE, SIMON
RENNIE)

FRAUD RISK REGISTER REPORT

Executive Summary

Council maintains a Fraud Risk Register for the purpose of recording and managing the risks faced by Council at the corporate level.

Table 1 – A summary of the extreme, high, moderate and low risks:

Reporting Quarter	Extreme		High		Moderate		Low		Total
	Active	Residual	Active	Residual	Active	Residual	Active	Residual	
September 2021	0	0	0	1	3	8	0	5	17
June 2021	0	0	0	1	3	8	0	5	17

Active risks:

There are currently 3 active risks in the Fraud Register relating to security of council property, EFPTS systems and credit card management.

There are 14 residual risks on Councils Fraud Risk Register. The residual high risk relates to financial management. The 8 residual moderate risks relate to payroll, insurance claims, grant management, delegations, IT security, misuse of Council property, revenue management and theft.

MOTION

CR MARIE MARTIN / JULIE GUEST

That the Audit and Risk Committee;

- note the Fraud Risk Register Report for the September 2021 quarter; and
- refer the report to Council for consideration.

(CARRIED)

FILE NO: F
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.2.2

AUDIT & RISK COMMITTEE MEETING MINUTES 21 OCTOBER 2021 (cont'd)

ATTACHMENT No [1] - Audit and Risk Committee Meeting Minutes 21 October 2021

CORPORATE
OFFICER REPORTS FOR DETERMINATION

AUDIT & RISK COMMITTEE MEETING
THURSDAY, 21 OCTOBER 2021

FILE NO:
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 6.2.6

PROCUREMENT POLICY REVIEW

Executive Summary

In accordance with section 108 of the *Local Government Act 2020* (the Act), Council is required to prepare, approve and comply with a Procurement Policy which encompasses the principles, processes, and procedures applied to all purchases of goods, services and works by the Council.

The purpose of the Procurement Policy is to provide guidance to Council and staff in regard to the principles, processes and procedures that apply to the purchase of goods, services and works by Council. The policy should demonstrate good governance and ensure that a range of procurement outcomes are achieved including:

- value for money;
- open and fair competition;
- accountability;
- risk management;
- probity and transparency; and
- support for local business and other environmental and social procurement objectives.

Summary of Proposed Amendments

It is proposed to amend the policy as follows:

- a) increase the tendering threshold from \$150,000 for goods & services and \$200,000 for works to \$350,000 for goods, services and works and include the following requirements for council procurements:
 - for purchases between \$50,001 to \$150,000 seek 3 quotes or use Tendersearch for supply of goods, for services and works use Tendersearch
 - for purchases between \$150,001 and \$350,000 use the advertised Request For Quote (RFQ) process through Tendersearch;
- b) increase the CEO's delegation authority from \$150,000 to \$350,000;
- c) change the monetary values included in the policy from 'inclusive of GST' to 'exclusive of GST' to meet industry standards.
- d) adjust financial thresholds as provided in Table 4 according to the amendments stated in a), b) and c);
- e) Include the provision of collaborative procurement with other government entities.

MOTION

LISA FORD / CR WAYNE LIMBRICK

That the Audit & Risk Committee note the review of the Procurement Policy and refer it to Council for consideration.

(CARRIED)

FILE NO: F
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.2.2

AUDIT & RISK COMMITTEE MEETING MINUTES 21 OCTOBER 2021 (cont'd)

ATTACHMENT No [1] - Audit and Risk Committee Meeting Minutes 21 October 2021

CORPORATE
OFFICER REPORTS FOR DETERMINATION

AUDIT & RISK COMMITTEE MEETING
THURSDAY, 21 OCTOBER 2021

FILE NO:
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 6.2.7
(MANAGER GOVERNANCE & RISK,
AMANDA CHADWICK)
(GENERAL MANAGER CORPORATE,
RENNIE, SIMON)

INTERNAL AUDIT ACTION STATUS REPORT

Executive Summary

Internal audits are conducted by AFS Chartered Accountants in accordance with the Four Year Internal Audit Plan, adopted by Council on 18 December 2019.

The purpose of the internal audit program is to review various internal processes to determine the reliability and effectiveness of Council's internal controls and provide recommendations for improvement in each of the areas audited.

All scheduled audits for Year 2 - 2020/21 of the Internal Audit Plan have been completed with actions implemented and monitored through the Corporate Risk Register.

Year 3 - 2021/22 of the Internal Audit Plan will commence with the first audit being Strategic and Service Level Planning, scheduled for October 2021. This years program will also include prior years closed findings follow up.

The following table provides the number of outstanding actions for each audit according to the risk rating, as determined by the Auditor and the number of actions completed this quarter.

	Actions Outstanding			Actions Completed this Quarter
	High	Moderate	Minor	
Event Management			6	3
Asset Management		2	2	1
Maternal and Child Health		2		1
Tree Management		5		
WHS Management				2
Local Laws Management		1	2	
Planning Scheme				1
Waste Management		2	1	
Credit Card Management			3	

MOTION

CR MARIE MARTIN / LISA FORD

That the Audit and Risk Committee note the Internal Audit Action Status Report.

(CARRIED)

FILE NO: F
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.2.2

AUDIT & RISK COMMITTEE MEETING MINUTES 21 OCTOBER 2021 (cont'd)

ATTACHMENT No [1] - Audit and Risk Committee Meeting Minutes 21 October 2021

CORPORATE
OFFICER REPORTS FOR DETERMINATION

AUDIT & RISK COMMITTEE MEETING
THURSDAY, 21 OCTOBER 2021

FILE NO:
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 6.2.8
(MANAGER GOVERNANCE & RISK,
AMANDA CHADWICK)
(GENERAL MANAGER CORPORATE,
RENNIE, SIMON)

MAJOR PROJECT/INCIDENTS AND LEGAL PROCEEDINGS

Executive Summary

This report provides a confidential summary to the Audit and Risk committee and Councillors of key projects, incidents, risks and legal proceedings.

Attachments

Nil

MOTION

CR MARIE MARTIN / LISA FORD

That the Audit and Risk Committee note the information provided regarding major projects, incidents and legal proceedings.

(CARRIED)

FILE NO: F
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.2.2

AUDIT & RISK COMMITTEE MEETING MINUTES 21 OCTOBER 2021 (cont'd)

ATTACHMENT No [1] - Audit and Risk Committee Meeting Minutes 21 October 2021

CORPORATE
OFFICER REPORTS FOR DETERMINATION

AUDIT & RISK COMMITTEE MEETING
THURSDAY, 21 OCTOBER 2021

FILE NO:
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 6.2.9
(MANAGER GOVERNANCE & RISK,
AMANDA CHADWICK)
(GENERAL MANAGER CORPORATE,
RENNIE, SIMON)

AUDIT AND RISK COMMITTEE MEETING DATES FOR 2022

The dates for Audit and Risk Committee meetings in 2022 are to be set and made available for public display.

It is proposed that the meetings be held on the dates below, commencing at 9am in the Council Briefing Room within the Moira Shire Council Offices, 44 Station St Cobram Vic 3644.

Meeting Type	Proposed Date
December 2021 Quarter	Thursday, 10 February 2022
March 2022 Quarter	Thursday, 12 May 2022
June 2022 Quarter	Thursday, 21 July 2022
Annual Report / VAGO Audit / Performance Statement	Thursday, 15 September 2022
September 2022 Quarter	Thursday, 20 October 2022

MOTION

CRS WAYNE LIMBRICK / MARIE MARTIN

That the Audit and Risk Committee set the dates for the 2022 Audit and Risk Committee meetings.

(CARRIED)

FILE NO: F
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.2.2

AUDIT & RISK COMMITTEE MEETING MINUTES 21 OCTOBER 2021 (cont'd)

ATTACHMENT No [1] - Audit and Risk Committee Meeting Minutes 21 October 2021

GENERAL BUSINESS

AUDIT & RISK COMMITTEE MEETING
THURSDAY, 21 OCTOBER 2021

FILE NO: VARIOUS

ITEM NO:

GENERAL BUSINESS

1. CEO Update
2. Internal audit program status update – Quarterly Industry Update
3. Audit and Risk Committee Membership
 - Lisa Ford indicated she was happy to extend her membership term for a further 3 years.
 - Julie Guest's last meeting will be in February 2022.

MEETING CLOSE: 10.49AM

FILE NO:
**5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE**

ITEM NO: 10.2.3
**(MANAGER GOVERNANCE & RISK,
AMANDA CHADWICK)**
**(GENERAL MANAGER CORPORATE,
SIMON RENNIE)**

COMMUNITY ASSET COMMITTEE ANNUAL REPORT

RECOMMENDATION

That Council note the Annual Report in relation to activities and performance of the Community Asset Committees, in accordance with the Local Government Act, 2020.

1. Executive Summary

The Local Government Act 2020 (the Act) provides a new structure for formal committees of Council including Community Asset Committees, which came into effect from 1 May 2020.

At the Ordinary Council Meeting held in August 2020, Council resolved to create the Community Asset Committees, replacing the former Section 86 Committees of Management for the purpose of managing a range of community assets within the Moira Shire.

These committees also have delegated authority in relation to specified financial delegation, compliance with specified governance requirements and specific monitoring and reporting of activities and performance.

This report provide details of the activities and performance of the Community Asset Committees in accordance with the requirement under their delegations and Section 47 (6) of the Act.

2. Background and Options

In August 2020, Council appointed Community Asset Committees, who have specific delegated authority for financial, governance and reporting obligations.

These committees act on behalf of Council, managing facilities located on Council-owned land or Crown Land where Council is the appointed Committee of Management.

Showgrounds	Recreation Reserves	Historical Societies
Cobram Nathalia Numurkah Yarrowonga	Baulkamaugh Cobram Scott Reserve Floridian Park Katamatite Katunga Koonoomoo Picola St James Strathmerton Tungamah Waaia Wilby Wunghnu Yarrowonga (JC Lowe) Yarroweyah	Cobram Historical Precinct Nathalia Historical Precinct

FILE NO:
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.2.3

COMMUNITY ASSET COMMITTEE ANNUAL REPORT (cont'd)

Council recognises the valuable service and contribution of volunteer members of these committees.

The appointment of community-based committees allows and encourages:

- Delegation of function, duties and powers to the community which provides direct community involvement
- Capacity building within the community
- Networking and resource sharing between people working towards a common goal
- Strengthening the sense of community within the Moira Shire
- Establishment of communication between the community and Council

It is the role of all members of these committees to:

- Manage the facility and promote and encourage use
- Actively participate in committee activities and business
- Attend committee meetings and participate in decision making
- Bring any identified problems or issues to the attention of the committee

Community Asset Committees are required by Council, to have a general meeting at least quarterly, or once every three months, or more frequently if desired and an AGM annually in October. However due to ongoing restrictions and public health advice in respect of the current COVID 19 pandemic, an exemption to hold an AGM was granted.

3. Financial Implications

There are no financial implication in relation to this report.

4. Risk Management

The establishment of Community Asset Committees ensures Council complies with the Local Government Act 2020 and Council has acted to ensure compliance with Chief Health Officer Directions and work health safety legislation as these apply to the Community Asset Committees and in consideration of the varied capacities of committees to effect meetings in other formats.

5. Internal and External Consultation

This report has been prepared in consultation with the Manager Recreation Health and Culture and the Moira Recreation Committee Support Officer.

No external consultation was required.

6. Regional Context

This report relates to Community Asset Committees for facilities within the Moira Shire.

7. Council Plan Strategy

Transparent and Accountable Governance.

FILE NO:
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.2.3

COMMUNITY ASSET COMMITTEE ANNUAL REPORT (cont'd)

8. Legislative / Policy Implications

This report is required in accordance with section 47(6) of the Local Government Act 2020.

9. Environmental Impact

There are no environmental impacts in relation to this report.

10. Conflict of Interest Considerations

There are no conflict of interest considerations in relation to this report.

11. Conclusion

Community Asset Committees have been established to manage council facilities and have delegated authority and reporting requirements under the Act.

Attachments

- 1 Community Asset Committees - Annual Report

FILE NO:
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.2.3

COMMUNITY ASSET COMMITTEE ANNUAL REPORT (cont'd)

ATTACHMENT No [1] - Community Asset Committees - Annual Report

Community Asset Committee	Features at Facility	Membership at 9 November 2021			User Groups	2021 Meetings	
		Members Appointed	Vacant Positions	Total Positions		Held	Scheduled
RECREATION RESERVES							
Baukamaugh Recreation Reserve and Community Hall	Tennis courts, Scout Hall, Community Hall	11	1	12	Baukamaugh Tennis Club, Baukamaugh Scouts, Baukamaugh OWA	4	0
Cobram Scott Reserve	Community Building, Sporting Oval, Netball Courts, Cricket Nets, Playground	11	6	17	Cobram Football Club, Yarrawayah United Cricket Club, Cobram Football Netball Club, Kivans Club of Cobram - Barooga, Cobram Lions Club, Cobram Country Cruisers Car Club	6	1
Floridan Park Recreation Reserve	Community Building, Equestrian Activities	8	0	8	Numerkah Pony Club	4	0
Katamatite Recreation Reserve	Community Building, Sporting Oval, Netball Courts, Cricket Nets, Playground	8	3	11	Katamatite Football Club, Katamatite Cricket Club, Katamatite Netball Club	4	0
Katunga Recreation Reserve and Community Centre	Community Building, Sporting Oval, Netball Courts, Tennis Courts, Playground	7	1	8	Katunga Football Netball Club, Katunga Cricket Club, Katunga Tennis Club	0	0
Koonoomoo Recreation Reserve	Community Building, Equestrian Activities	11	1	12	Cobram Campdrafting Club, Carriage Horse Driving Trials Club, Murray District Equestrian Club, Northern Country Carriage Driving Club, Koonoomoo Improvement Group	0	1
Picola Recreation Reserve (Including Narōka)	Community Building, Sporting Oval, Tennis Courts, Netball Courts, Bowling greens and Clubrooms, Playground	11	3	14	Picola United Football Club, Picola United Netball Club, Picola Tennis Club, Picola Bowling Club	4	0
St James Recreation Reserve	Golf course and clubrooms, Tennis Courts, Playground, Bowling Greens and Clubrooms	9	0	9	St James Golf Club, St James Bowls Club, St James Tennis Club (in recess), St James Fire Brigade	4	0

FILE NO:
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.2.3

COMMUNITY ASSET COMMITTEE ANNUAL REPORT (cont'd)

ATTACHMENT No [1] - Community Asset Committees - Annual Report

Community Asset Committee	Features at Facility	Membership at 9 November 2021			User Groups	2021 Meetings	
		Members Appointed	Vacant Positions	Total Positions		Held	Scheduled
RECREATION RESERVES							
Strathfimerston Recreation Reserve	Community Building, Sporting Oval, Netball Courts, Golf Course and Clubrooms, Bowling Green and clubrooms, Tennis Courts, Playground	13	0	13	Strathfimerston Football Netball Club, Strathfimerston Tennis Club, Strathfimerston Bowling Club, Strathfimerston Golf Club	0	0
Tungamah Jubilee Park Recreation Reserve	Community Building, Sporting Oval, Netball Courts, Playground	6	3	9	Tungamah Football Netball Club, Country Fire Authority	0	0
Waaia Recreation Reserve	Community Building, Sporting Oval, Netball Courts, Cricket Pitch, Tennis Courts, Playground, Indoor Bowls	10	5	15	Waaia Football Netball Club, Waaia Cricket Club, Waaia Tennis Club, Waaia Indoor Bowls Club, Waaia Primary School, Waaia Playgroup	3	1
Wilby Park Recreation Reserve	Tennis courts, Motorsports Track, Equestrian Activities	11	0	11	Wilby Tennis Club, Wilby Park Motor Sports Club, Wilby Campdraft Club, Yarrawonga Scouts	4	0
Wunghnu Recreation Reserve	Community Building, Sporting Oval, Miniature Rail, Vintage Tractor Display	10	0	10	Goulburn Valley Vintage Tractors and Farm Machinery Club, Moira Miniature Railway Club, Wunghnu & District Community Planning Steering Committee	0	0
Yarrawonga JC Lowe Oval Reserve	Community Building and Sporting Oval, Netball Courts, Tennis Courts and Clubrooms, Playground	8	0	8	Yarrawonga Football Netball Club, Yarrawonga Lawn Tennis Club, Yarrawonga Caravan Park Committee, Yarrawonga Godfathers Organisation	4	0
Yarroweyah Recreation Reserve	Football Oval, Netball Courts, Cricket Nets	7	1	8	Yarroweyah Football Netball Club, Yarroweyah Fire Brigade	10	0

FILE NO:
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.2.3

COMMUNITY ASSET COMMITTEE ANNUAL REPORT (cont'd)

ATTACHMENT No [1] - Community Asset Committees - Annual Report

Community Asset Committee	Features at Facility	Membership at 9 November 2021			User Groups	2021 Meetings	
		Members Appointed	Vacant Positions	Total Positions		Held	Scheduled
SHOWGROUNDS							
Cobram Showgrounds Apex Reserve	Sporting Oval, Cricket Clubrooms, Cricket Nets, Showgrounds Indoor Stadium, Soccer Fields, Netball Courts	6	1	7	Cobram Roar, Cobram Junior Soccer Association, Cobram Netball Association, Cobram Agricultural Society, Cobram Cricket Club	2	0
Nathalia Showgrounds and Recreation Reserve	Community Building, Sporting Oval, Netball Courts, Tennis Courts, Showgrounds	17	0	17	Nathalia Football Netball Club, Nathalia Association Cricket Club, Nathalia Lawn Tennis Club, Nathalia Agricultural Society, Nathalia Little Athletics, Nathalia Lions Club, Nathalia Mens Shed	5	1
Numurkah Showgrounds	Community Building, Sporting Oval, Netball Courts, Showgrounds, Playground	11	1	12	Numurkah Football Netball Club, Numurkah Cricket Club, Numurkah Agricultural Society, Numurkah Soccer Club	1	0
Yarrawonga Showgrounds Victoria Park	Community Buildings, Showgrounds, Table Tennis, Equestrian Activities, Darts, Sporting Ovals, Netball courts, Cricket Nets,	20	4	24	Yarrawonga & District Garden Club, Rotary Club of Yarrawonga Mulwala, Yarrawonga and Border Agricultural and Pastoral Association, Yarrawonga Table Tennis Association, Yarrawonga Mulwala Cricket Club, Equestrian Users, Yarrawonga Lions Club, Yarrawonga & District Netball Association, Yarrawonga Mulwala Darts Association, Yarrawonga College P-12, Yarrawonga Mulwala Mens Shed	5	0
HISTORICAL PRECINCT							
Cobram Historical Precinct	Cobram Old School building, Machinery Shed	11	1	12	Cobram Historical Society, Genealogical Group	4	0
Nathalia Historical Precinct	Historical Society Museum, Machinery Sheds	4	2	6	Nathalia & District Historical Society, Nathalia Genealogy Group, Nathalia China Painters	4	0

FILE NO:
1. A WELCOMING AND INCLUSIVE PLACE

ITEM NO: 10.3.1
(ECONOMIC DEVELOPMENT OFFICER,
FRANK MALCOLM)
(GENERAL MANAGER COMMUNITY,
SALLY RICE)

SOCIAL HOUSING

RECOMMENDATION

That Council:

1. Acknowledges sectors of our community are facing increased housing stress;
2. Approves a review to identify underused or redundant Council land which could be suitable for a social housing development as well as explore other social housing options that may exist within the Shire; and
3. Subject to item two, supports an EOI process for social housing providers to develop these sites using funding under the State Government's \$5.3 billion Big Housing Build.

1. Executive Summary

Moira Shire, like most of regional Victoria, is facing a significant increase in demand for housing. While this is good news for our local economy, it decreases housing affordability, putting those on low incomes at risk and potentially increasing homelessness.

The State Government has initiated a \$5.3 billion "Victoria's Big Housing Build" (VBHB) funding program (attached), which aims to deliver 9,300 new social housing units, with 25% (2325) of these intended for rural and regional Victoria. This presents an excellent opportunity for Council to address areas of housing affordability and homelessness by reviewing our assets and potentially conducting an EOI with social housing providers, to develop opportunities for funding under the VBHB.

A properly designed and developed social housing development in Moira would deliver increased housing options for vulnerable members of our community and enable them to contribute to Moira Shire's economy and community.

This report explains that sectors of our community are facing increased housing stress. It recommends that Council approve a review to identify underused or redundant Council land as well as explore other social housing options that may exist within the Shire. Pending the outcome of the review and subject to its findings this report also recommends that Council undertake an EOI process for social housing providers to develop these sites, using funding under the VBHB program.

2. Conflict of Interest Consideration

There are no Officer conflicts of interest in relation to this report.

3. Introduction

The State Government's social housing strategy document (attached), the VBHB, states (p 12) that Homes Victoria will work with Local Governments to:

- develop a social housing compact
- Identify priorities for social housing growth in their communities.

The \$5.3 billion VBHB program aims to deliver 9,300 new social housing units with 25% (2,325) of these intended for rural and regional Victoria.

Not-for-profit social housing organizations provide secure, affordable housing for eligible people on low incomes. The State government provides public housing.

There are around forty social housing providers within Victoria. The VBHB program and interest from social housing providers present an opportunity to address housing affordability pressures within the Shire, and deliver improved housing options for vulnerable members of our community.

FILE NO:
1. A WELCOMING AND INCLUSIVE PLACE

ITEM NO: 10.3.1

SOCIAL HOUSING (cont'd)

Three social housing organisations, Beyond Housing, Wintringham and Catholic Care, have already expressed interest in providing social and affordable housing options within Moira Shire.

4. Issues

The March 2021 Parliament of Victoria Legal and Social Issues Committee's "Inquiry into homelessness in Victoria" (IIH) noted that the key causes of homelessness in regional and rural areas are family violence and socio-economic disadvantage, the same as in major cities. In rural areas, these issues can be compounded because of weaker or seasonal employment, a significant lack of homelessness and affordable housing services, and in some areas, fewer rental vacancies (p 62).

From the Council Community Profile Report 2021, attached, Moira Shire's homeless population is estimated to be 81 people, based on its Estimated Homeless Person rate of 2.7% per 1,000 (page 23), applied to its 30,000 population. This report identifies that the Moira Shire has a range of indicators that contribute to increased risk of homelessness:

- the 145th most disadvantaged Shire of the 544 Councils in Australia (p 7)
- relatively low incomes (p 7)
- higher than average mortgage and rental stress (p 7)
- Higher than average alcohol dependency (p 28).

The IIH report found that family violence is the number one reason for women and young people to become homeless, (p xxi). Some of the factors that cause or exacerbate homelessness are largely unique to regional areas (p 63). These factors include:

- crisis accommodation, in the form of caravan parks and motels, being unavailable during the tourist season or at harvest times, due to an influx of tourists and seasonal workers
- a lack of homelessness support services, often requiring travel to different cities to access services or find accommodation, made difficult by limited accessible transport options
- Low rental vacancy and a lack of social housing, particularly for one and two bedroom dwellings.

Within Moira Shire's major communities, housing prices are rising. Yarrawonga's median house price is now \$512,500, Cobram's \$320,000 and Numurkah's \$281,250. The five-year compound price increase for Yarrawonga is 9.9%, Cobram 4.7%, Numurkah 7%. This trend has increased in the last 12 months.

Rental prices have also increased. The median rental in Yarrawonga is \$388 per week, in Cobram \$330 per week and a Numurkah \$280 per week. This is equivalent to a five year compound growth of 9.9% in Yarrawonga, 4.7% in Cobram and 7.1% in Numurkah. Nathalia was excluded because of its small sample size, but anecdotally, the house price increases are similar.

Rising house prices put pressure on rental costs. These factors, combined with increased demand, increase the risk of homelessness for our most vulnerable community members.

6. Financial and Economic Implications

Social housing organizations are generally capital poor, and may request that land be transferred to them at no cost, but others will pay a commercial price for the land. Alternatively, Council leases the property to the social housing organization for up to fifty years and retains ownership. There is an opportunity cost for these actions, but the latter provides Council with long-term ownership of the asset.

FILE NO:
1. A WELCOMING AND INCLUSIVE PLACE

ITEM NO: 10.3.1

SOCIAL HOUSING (cont'd)

One of the key findings of the IHH report (p xx) was that “early intervention” could address the risk factors, which may cause a person to become homeless, and can give a person the opportunity to build personal, social and economic resilience. Early intervention involves the homelessness sector and other related sectors intervening as early as possible to prevent people becoming homeless.

7. Risk and Mitigation

Working with a registered social housing provider would enable Council to meet the Victorian Government’s and community expectations at a comparatively low cost.

8. External Consultation

Council should seek legal advice regarding any land transfer issues associated with developing social housing with social housing organisations.

9. Internal Consultation

Economic Development has had initial discussions with the Planning Department and the Recreation, Health and Culture department who understand the need for social housing.

10. Legislative / Policy Implications

The sections of Acts relevant to this proposal include: the Local Government Act Sections 9 (b) (c), Section 10 (1), (2), Section 55, Section 88, Section 106 (a), Section 114, Section 115, Section 116 (d) (e), Housing Act 1983.

The Council Plan 2021-2025 vision is “To be a welcoming, healthy, and sustainable community that encourages diversity, business ingenuity, and inclusion and its first key Strategic Objective Pillar is “A welcoming and inclusive place”.

Council’s draft Wellbeing for All Ages 2021-2025 notes:

- housing is one of the key social determinants to health (p 9)
- Barriers to positive health and wellbeing include access to transport options within towns and, access to affordable housing and the experiences of homelessness (p 11).

11. Environmental Sustainability

New government supported social housing designed to a 7.5ESD rating.

12. Conclusion

Alcohol abuse, low incomes and mortgage and rental stress are major contributors to homelessness. These can do enormous damage to the social fabric of our society, leading to relationship breakdowns and alienation within our communities.

Social housing should not just be available to residents of large regional centers.

Council has the opportunity to be proactive in addressing homelessness, by joining with social housing organizations to deliver project/s for people at risk of homelessness on underused or redundant Council land.

The first step for Council would be to undertake a review to identify if Council has any land that would be suitable for a social housing development as well as explore other social housing options that may exist within the Shire. Pending the outcome of this review Council should seek “Expressions of Interest” from social housing organizations to negotiate the best deal for the vulnerable people within the Shire.

Facilitating the development of well located, social housing will assist Council to address these issues and meet its Council plan vision for inclusiveness and wellbeing. This would deliver increased housing options for vulnerable members of our community which would improve their wellbeing and enable them to contribute to Moira Shire’s economy.

FILE NO:
1. A WELCOMING AND INCLUSIVE PLACE

ITEM NO: 10.3.1

SOCIAL HOUSING (cont'd)

13. Next Steps

The next steps are that Council:

1. Acknowledges sectors of our community are facing increased housing stress
2. Approves a review to identify underused or redundant Council land, which could be suitable for social housing development, as well as explore other social housing options that may exist within the Shire
3. Subject to item 2, supports an EOI process for social housing providers to develop these sites using funding under the VBHB program.

Attachments

- 1 Victoria's Big Housing Build
- 2 Moira Shire Council's Community Profile 2021

FILE NO:
1. A WELCOMING AND INCLUSIVE PLACE

ITEM NO: 10.3.1

SOCIAL HOUSING (cont'd)

ATTACHMENT No [1] - Victoria's Big Housing Build




Victoria's Big Housing Build

We're building thousands of new homes for Victorians in need.
And creating tens of thousands of new jobs to support Victoria's recovery.

NOVEMBER 2020

more homes for
more victorians

hv homes victoria 

FILE NO:
1. A WELCOMING AND INCLUSIVE PLACE

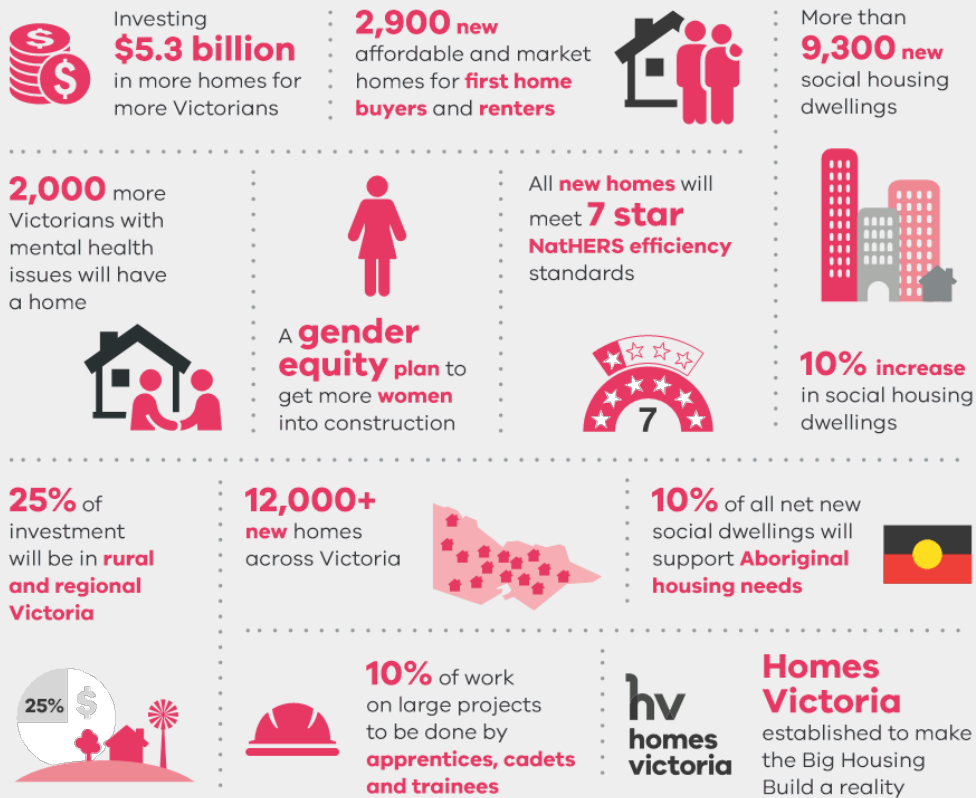
ITEM NO: 10.3.1

SOCIAL HOUSING (cont'd)

ATTACHMENT No [1] - Victoria's Big Housing Build

The Big Housing Build at a glance

Victoria's largest-ever investment in social and affordable housing.



Every dollar invested in social housing is an investment in Victoria's people.

Building social housing will support families, create jobs and boost the economy.

FILE NO:
1. A WELCOMING AND INCLUSIVE PLACE

ITEM NO: 10.3.1

SOCIAL HOUSING (cont'd)

ATTACHMENT No [1] - Victoria's Big Housing Build

Creating an average of **10,000 NEW JOBS** a year over the next four years.

And in addition to the Big Housing Build

An extra
\$498 million
for public and community
housing **refurbishment,**
construction
and maintenance



600
new jobs in
maintenance and
refurbishments



Refurbishing
23,000
existing social
housing
properties



Four years of new home commencements



The Big Housing Build gets a fast start this financial year with more than 1,000 commencements ready to happen. Over the next 3 years, more than 11,000 more will commence across Victoria. **See note on page 14.**

Four years of job creation across Victoria



The Big Housing Build will kick-start careers in the building industry and help us get growing again. Over the next four years, new jobs will be created right across metropolitan and regional Victoria. **See note on page 14.**

That's why Australia's leading economists believe social housing is Australia's smartest investment.

Source: Economic Society of Australia, Survey of 49 eminent economists, October 2020

FILE NO:
1. A WELCOMING AND INCLUSIVE PLACE

ITEM NO: 10.3.1

SOCIAL HOUSING (cont'd)

ATTACHMENT No [1] - Victoria's Big Housing Build



Building for strength

This year we've been reminded just how important home really is.

It's why we'll make sure more Victorians have the security and stability of a home, with our state's – and Australia's – biggest ever investment in public and community housing.

We will deliver a historic \$5.3 billion Big Housing Build to build more than 12,000 new homes throughout metro and regional Victoria.

It's a profound investment in a stronger, fairer Victoria.

And it's an investment that will change lives – giving thousands of Victorians a place to call home, and tens of thousands of Victorians a job.

This initiative will create an average of 10,000 new jobs each year for the next four years. Getting more Victorians into work – ensuring not just a job, but security and certainty for them, and the people they love.

This package will boost our state's social housing supply by 10 per cent in just four years – providing a stable foundation for thousands of Victorians to build their lives.

And it will reach every corner of Victoria – with 25 per cent of funding to be allocated to regional Victoria.

This unprecedented investment will supercharge Victoria's economic recovery, generating an estimated \$6.7 billion in economic activity and creating new opportunity – with 10 per cent of the work on major projects to be done by apprentices, cadets and trainees.

And because we want to front-up to the inequalities that have seen women lose more and earn less throughout this pandemic, we will have a gender equity plan to get more women into construction.

We'll also create hundreds of new jobs for Aboriginal Victorians, people with disability, social housing tenants and people from diverse backgrounds.

It goes to our core belief: Our ultimate success must be measured not just by the wealth of our economy – but also the wellbeing of our people.

Because if this pandemic has reminded us of anything, people matter.

The Hon Daniel Andrews MP
Premier of Victoria



FILE NO:
1. A WELCOMING AND INCLUSIVE PLACE

ITEM NO: 10.3.1

SOCIAL HOUSING (cont'd)

ATTACHMENT No [1] - Victoria's Big Housing Build



Making housing work

The Big Housing Build is the social and affordable housing sector's equivalent of the Snowy Mountains Scheme – a nation-building project changing Victoria one backyard at a time.

Here's how the Big Housing Build – which will boost social housing stocks by 10 per cent – will work.

In 2020/21: we will start building 1,100 new homes – and create 2,000 new jobs.

In 2021/22: we will start building 5,000 new homes – and create 11,480 new jobs.

In 2022/23: we will start building 5,000 new homes – and create 18,800 new jobs.

In 2023/24: we will start building 1,200 new homes – and create 11,600 new jobs.

And those new homes and new jobs will be spread across metropolitan Melbourne and regional Victoria.

We want all Victorians to have a place to call home, that's why Victorian Government has committed 25 per cent, or \$1.25 billion of this package to regional Victoria. The Big Housing Build includes a guaranteed minimum investment for 18 regional and rural Local Government Areas across the state, to boost our regional centres.

We're also pushing through reforms to back this unprecedented project. We'll plan for growth, with a ten year social and affordable housing strategy.

We will forge the new Social and Affordable Housing Compact with local councils – an agreement to work together to increase social and affordable housing stock.

We're streamlining planning approvals for social and affordable housing, to deliver good design outcomes and get projects moving fast.

We're supporting the public housing system with \$300 million in this package, and funding into the future.

And we've established Homes Victoria to manage the Big Housing Build.

Currently, more than 80,000 Victorian households rely on social housing – with thousands more on waiting lists.

I've met many of those people. They're survivors of family violence, they're people with disability, they're people with a chronic or mental illness, they're pensioners, they're refugees. But – most of all – they're Victorians who deserve a place to call home.

The Big Housing Build will transform the lives of thousands of families in need – and in the process it will strengthen our community and economy. Victoria has never seen anything like the Big Housing Build.



Hon Richard Wynne MP
Minister for Housing



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ITEM NO: 10.3.1

SOCIAL HOUSING (cont'd)

ATTACHMENT No [1] - Victoria's Big Housing Build

What will the Big Housing Build look like?

We're delivering an unprecedented number of building projects across Victoria as the Big Housing Build rolls out. Here's an overview.

Fast start projects, commencing **NOW**

Building new homes on public land **\$532 million**

The Big Housing Build starts now, on Homes Victoria land, replacing obsolete properties and constructing new homes. Work has already begun, to help get our building industry moving again.

500
new social housing properties



540
new affordable and market homes

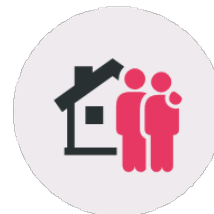
Construction activity has begun on six sites, and more sites will be announced in the first quarter of 2021.

See the map on the page 10 for locations of the sites now underway.

Projects already started, or ready to build and spot purchase of existing properties **\$948 million**

We'll be working with the private sector to bring forward large developments ready to start construction and purchase existing residential properties across Victoria.

1,600
new social housing properties



200
new affordable homes

We're issuing a Request for Proposals for across Victoria, with 21 local government areas across Victoria identified as a priority.

See the map on the page 11 for the full list of priority local government areas.

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1. A WELCOMING AND INCLUSIVE PLACE

ITEM NO: 10.3.1

SOCIAL HOUSING (cont'd)

ATTACHMENT No [1] - Victoria's Big Housing Build



Strategic and partnership projects, starting **SOON**

**Funding projects by the
community housing sector
\$1.38 billion**

The community housing sector will be a partner in the Big Housing Build. The Victorian Government's Social Housing Growth Fund, jointly administered by the Treasurer and Minister for Housing, is launching a range of funding rounds – starting this year and continuing through 2021 – for housing projects led by community housing providers.

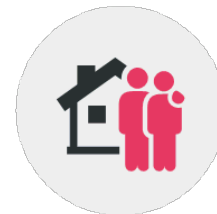
Up to **4,200**
new homes



**Partnerships with the private
and community housing sectors
\$2.14 billion**

Homes Victoria will explore opportunities to build on surplus government owned land sites. Using government land sites can maximise housing outcomes, through good value for money and access to strategic development sites. We will pursue opportunities to partner with industry, community housing providers, local government and institutional investors to identify new projects that deliver homes across Victoria.

Up to **5,200**
new homes



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SOCIAL HOUSING (cont'd)

ATTACHMENT No [1] - Victoria's Big Housing Build



12,000+
new homes to be built and
10,000
new jobs a year on
average over four years
starting TODAY



Big Housing Build projects will promote good design. Major projects (more than 100 units or 3 storeys) will undergo Office of the Victorian Government Architect design reviews.

All dwellings will have Nationwide House Energy Rating Scheme (NatHERS) average ratings of at least 7 stars and certified minimum 5 Star rating Green Star.

Dwellings will include a mix of 1, 2 and 3 bedrooms, responding to the changing needs of households in Victoria.



And in addition to the Big Housing Build

\$498 million
New construction, upgrades and maintenance to existing housing

We've committed a record amount of money to maintain, refurbish, repair and build new public housing across Victoria. Work has already begun, and when we're finished, more than 23,000 social housing dwellings will be significantly improved.

\$185 million
Replacing old public housing with new dwellings

The Public Housing Renewal Program is underway with the task of replacing seven major public estates with completely new, modern, attractive and energy efficient dwellings. It will generate \$1.29 billion in construction and economic activity.

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ITEM NO: 10.3.1

SOCIAL HOUSING (cont'd)

ATTACHMENT No [1] - Victoria's Big Housing Build

The Big Housing Build will change lives

MORE HOMES FOR MORE VICTORIANS LIVING WITH MENTAL ILLNESS



One in every four priority applicants currently on the Victorian Housing Register are Victorians living with a mental illness. Stable housing is an essential element in both preventing, and recovering from mental health issues. The Big Housing Build will ensure Victorians living with a mental illness can secure a place to call home. The Big Housing Build will house more than 2,000 additional Victorians with mental illness. The provision of safe, secure and stable social housing will enable Victorians living with mental illness to access support and live a life they value, knowing they have a place to call home.

More homes for victim survivors of family violence

Nearly one in ten priority applicants on the Victorian Housing Register are victim survivors of family violence. The chance to move into a safe home and rebuild lives in a new environment is something the Big Housing Build will give many Victorian women and their children. The Big Housing Build is expected to deliver a safe home for as many as 1,000 victim survivors of family violence across Victoria.

More homes for Aboriginal Victorians

One in every ten people who are applicants for social housing on the Victorian Housing Register are Aboriginal Victorians.

This is why 10% of Victoria's social housing boost will be targeted to housing developments to meet the needs of Aboriginal Victorians.

This underscores the Victorian Government's commitment to advancing self-determination. The package will increase housing for Aboriginal Victorians through both Aboriginal Community Controlled Organisations and mainstream public and community housing providers.



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SOCIAL HOUSING (cont'd)

ATTACHMENT No [1] - Victoria's Big Housing Build

A fast start for the Big Housing Build

We're ready to start building, and are now inviting proposals in priority local government areas to deliver more homes for more Victorians.

Fast start sites, underway now

Stage 1 of the Big Housing Build is starting on these sites across Melbourne.

- Markham Avenue, Ashburton
- Dunlop Avenue, Ascot Vale
- Bills Street, Hawthorn
- Tarakan Street, West Heidelberg
- Victoria Street, Flemington
- Elizabeth Street, North Richmond

Stage 2 sites will be announced in early 2021.



\$1.25 billion of the Big Housing Build will be in rural and regional Victoria.

That's **25%** of the entire Big Housing Build.



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SOCIAL HOUSING (cont'd)

ATTACHMENT No [1] - Victoria's Big Housing Build



Bids being sought in priority local government areas

Across Victoria, many local government areas need more housing to cope with demand. Right now, we're ready to launch a Request for Proposals for in-progress or ready-to-build projects. Proposals are sought from across Victoria, with 21 priority local government areas identified.

- Ballarat
- Boroondara
- Brimbank
- Bendigo
- Cardinia
- Casey
- Darebin
- Greater Geelong
- Hume
- Macedon Ranges
- Maribyrnong
- Maroondah
- Melton
- Mitchell
- Moorabool
- Moreland
- Port Phillip
- Shepparton
- Whitehorse
- Whittlesea
- Wyndham



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SOCIAL HOUSING (cont'd)

ATTACHMENT No [1] - Victoria's Big Housing Build

Our commitment to ensuring every Victorian has a place to call home

A joint vision for Victoria's social housing system

A 10 year Strategy for social and affordable housing will be developed with the not-for-profit sector and industry.

Rolling 4 year supply and delivery plans will offer guidance to the market, and ensure a high quality pipeline of social and affordable housing developments.



Over time, redeveloping and renewing social housing will require some households to relocate when construction is underway. It also means more housing can be built to accommodate more Victorians currently on the waiting list. We will work with residents to match alternative housing to their needs.

A stronger and more capable social housing system

An independent review of Victoria's social housing regulatory system will strengthen oversight of community and public housing. The review will consider how the system can better support resident and community outcomes, with a stronger focus on the voices of residents. We will work to reduce administrative burdens on providers and harmonise the regulation of public and community housing.



A new partnership with local government

Homes Victoria will work with local governments to develop a 'social and affordable housing compact' – this will include an important role for local government in identifying priorities for social housing growth in their municipality. We will also consult with councils on mechanisms to bring social housing closer to the treatment of other public value infrastructure such as schools and hospitals, which are exempt from council rates. This reflects the public benefit that access to safe, secure and affordable housing brings to local communities.



A Community Housing sector development fund will support the capacity of not-for-profit housing providers to help deliver on this historic package.

A sustainable and renewed public housing portfolio

Public housing rents are capped at 25% of household income. We will review rental policies to align rents to make sure public housing tenants are treated equally, while guaranteeing a cap of 25% of income on rent.



There is also new funding for the public housing system of \$300 million in this package – and funding into the future – making sure there is ongoing growth in public housing and that existing homes are well maintained.

Fast-tracking planning for social and affordable housing

We will make the planning system better and streamlined – prioritising social and affordable housing developments to accelerate approvals.

To prioritise new housing the Victorian Government will assess and approve planning proposals funded by the Big Housing Build following consultation with councils.

This will expedite planning processes without compromising planning and built form outcomes on the site.



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SOCIAL HOUSING (cont'd)

ATTACHMENT No [1] - Victoria's Big Housing Build

Introducing Homes Victoria

Homes Victoria has been created for four reasons.

First, to support Victorians who are finding it difficult to secure stable, affordable housing and help them live their best possible life.

Second, to manage the more than \$26 billion in housing assets that currently house more than 116,000 Victorians.

Third, to renew and substantially expand those assets by ensuring the Big Housing Build is delivered on budget and on time.

Fourth, to make sure we have a sustainable housing system that can deliver for generations to come.

The Big Housing Build is the largest social and affordable housing building program in Victoria's history.

Homes Victoria will work closely with industry, the not-for-profit sector and the community to maximise social and economic benefits.

Our priority is to fast-track new social and affordable housing right now – and plan for sustainable, long term growth in housing.

Our governance approach will ensure we deliver on the Government's objectives, and have the capability and commercial acumen to realise the benefits of this record investment on behalf of Victorians who experience housing insecurity and homelessness.

We will listen to the experiences of people who know what it's like to struggle to find a place to live. We will pursue evidence-driven reforms. And, above all, we will ensure more Victorians have a place to call home.



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SOCIAL HOUSING (cont'd)

ATTACHMENT No [1] - Victoria's Big Housing Build

Glossary of terms

Affordable housing

Affordable housing is a broad term describing housing suitable for the needs of a range of very low to moderate income households and priced (whether purchases or rented) so these households can meet their other essential living costs. For further information, please refer to the definition in the *Planning and Environment Act 1987*.

Community housing

Community housing is housing owned or managed by community housing providers. Community housing providers are highly regulated, not-for profit organisations that specialise in housing the diverse range of tenants who require both public and affordable homes.

NatHERS

The Nationwide House Energy Rating Scheme (NatHERS) is a star rating system that rates the energy efficiency of a home out of ten, based on its design. Good design can reduce the amount of energy needed to keep a home comfortable, with no or little additional construction cost.

Public housing

Public housing is housing owned and managed by Homes Victoria. The government provides public housing to eligible Victorians including people who are unemployed, on low incomes, live with a disability or a mental illness, or who are at risk of homelessness.

Social housing

Social housing is an umbrella term that includes both public housing and community housing. It generally indicates housing that involves some degree of subsidy.

A note about predicted building commencements and job creation

Forecasting construction market conditions and private demand for housing is more complicated in the current context of the COVID-19 pandemic. Projected construction commencements and jobs created by the Big Housing Build are estimates based on the current outlook, and will be regularly reviewed and updated at homes.vic.gov.au.

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SOCIAL HOUSING (cont'd)

ATTACHMENT No [1] - Victoria's Big Housing Build



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SOCIAL HOUSING (cont'd)

ATTACHMENT No [1] - Victoria's Big Housing Build

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SOCIAL HOUSING (cont'd)

ATTACHMENT No [2] - Moira Shire Council's Community Profile 2021



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**Moira Shire Council
Community Profile**

13 July 2021



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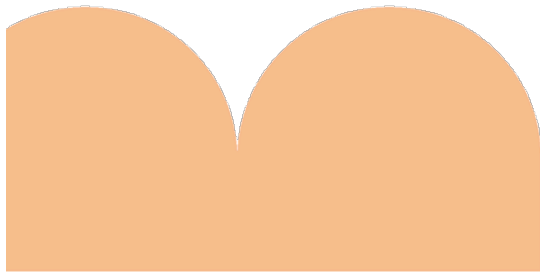
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ATTACHMENT No [2] - Moira Shire Council's Community Profile 2021



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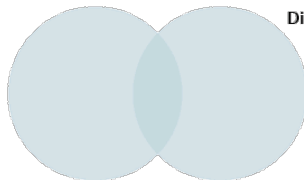


Community Profile

Prepared for	Moira Shire Council
Date	July 2021
Version	v2.0
Author	Karina Bonnitcho and Kate McRae, Projectura



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ATTACHMENT No [2] - Moira Shire Council's Community Profile 2021



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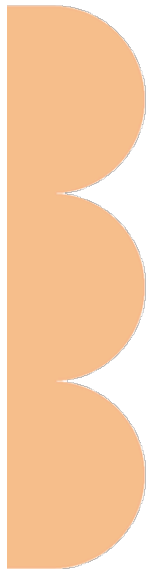
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ATTACHMENT No [2] - Moira Shire Council's Community Profile 2021



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ATTACHMENT No [2] - Moira Shire Council's Community Profile 2021



EXECUTIVE SUMMARY

The Community Profile provides an overview of key data trends and demographics relating to the development of the Municipal Public Health and Wellbeing Plan.

It highlights emerging and shifting trends to be aware of during the process of the plan. The review assists in developing priority areas for the MPHWP, guiding discussions with stakeholders and addressing any areas of concern.

Our people are members of our community. It is our focus to provide our people with the residential environment, services and support that they need to flourish, during all stages of life. A strong start at each stage in life leads to a community of adults who contribute to the economic prosperity of the community through better health, wellbeing, and relationships.

Key findings

What do we know about Moira Shire?

- Compared with Victoria, Moira Shire has a *higher proportion* of:
 - Couple families without children.
 - Aboriginal and Torres Strait Islander persons.
 - Persons needing assistance with core activities.
 - People employed as managers, technicians and trade workers, community and personal service workers, and labourers.
- Compared to Victoria, Moira Shire has a *lower proportion* of:
 - Couple families with children.
 - People born overseas and people who speak languages other than English at home.
 - People employed as professionals, clerical and administration workers, sales workers, and machinery operators and drivers.
 - People travelling to work by public transport.
- Compared to Victoria, Moira Shire has a *similar proportion* of:
 - One parent families.

What are we doing well?

- In Moira Shire, there is a comparatively higher rate of outright *home ownership*, with fewer community members renting.
- In the 2020 December quarter, *unemployment rates* for Moira Shire were lower than the Victorian unemployment figures.
- Moira Shire has a lower rate of people reporting high/very high *psychological distress*. A higher rate of the adult population has sought professional help for mental health problems when compared with Victoria.
- Moira Shire locals are more *active in their community* and are more willing to help each other out in their neighbourhood when compared to Victoria. The rate of *volunteering* in Moira Shire is much higher than the Victorian rate, and there is a higher rate of participation in sports groups.
- A higher proportion of Moira Shire residents feel *safe to walk alone at night* and feel that they live in a close-knit neighbourhood.
- Moira Shire residents are meeting the *physical activity* guidelines at a higher rate than both Central Highlands and Victoria.
- *Crime rates* are low in Moira Shire, including lower rates of family violence and drug usage and possession offences.
- The amount of yearly expenditure on electronic *gaming* machines in the 2019-2020 financial year was lower than the 2018-2019 financial year.
- When compared with the Victorian average, Moira Shire has a higher proportion of people *self-reporting good health*. There is a higher proportion of women reporting excellent/very good health, and a lower proportion of men reporting excellent/very good health.
- Moira has below average rates of *cancer and osteoporosis*.
- Moira Shire has similar proportions of *children developmentally on track* across all categories of development. The proportion of children developmentally on track in terms of language and cognitive skills (school-based) is higher in Moira Shire than in Victoria.
- Moira Shire has lower *levels of crime* compared to the state rates. COVID 19 significantly impacted the state of Victoria in 2020. During that year, the Moira Shire area saw a significant drop in the rate of crime incidents that was not proportional to the decreased rate at a state-wide level.

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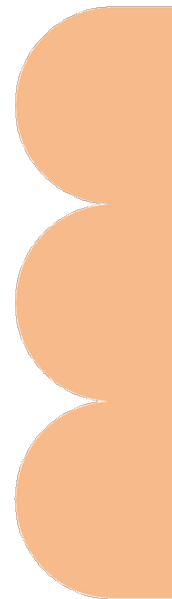
SOCIAL HOUSING (cont'd)

ATTACHMENT No [2] - Moira Shire Council's Community Profile 2021



What can we improve?

- Moira Shire's *SEIFA index score* is 930, ranking Moira Shire 145 out of 544 Councils Australia-wide. There are 144 LGAs more disadvantaged than Moira Shire and 366 LGAs that are less disadvantaged than Moira Shire.
- Moira Shire has a lower-than-average *median household income* and a much higher rate of persons with a weekly income of less than \$650 gross weekly.
- Moira Shire has a high rate of people experiencing *mortgage stress* and a much higher proportion of people experiencing *rental stress* when compared with Victoria.
- Moira Shire has fewer dwellings with *internet access* when compared with Victoria.
- Moira Shire has fewer residents with a *bachelor's degree level qualification* or above. The percentage of residents who completed Year 12 is lower than the state average.
- Moira Shire has a higher incidence of *type 1 diabetes* and anxiety and depression than the Goulburn area and state-wide averages.
- Moira Shire has a lower proportion of *pre-obese* and *obese* persons when compared with Victoria.
- Moira Shire has a slightly lower participation rate in the *Maternal Child Health service* 4-week Key Age and Stage visit when compared to similar Councils and all Victorian Councils.
- Women are more likely to be the victim of *crimes against the person* than men in the Moira Shire area and across Victoria. Women are more than twice as likely to be the victims of *stalking, harassment and threatening behaviour and sexual offences* than men.
- Moira has a proportionally significantly higher rate of *avoidable deaths* in relation to external causes of mortality (transport accidents, accidental drowning, and submersion etc) and transport accidents.
- While the number of *children* who are 'on track' in the *physical health and wellbeing domain* has significantly increased over time, the number of children who are classified as '*vulnerable*' has increased.
- Key areas of *gender inequity* include the rate of full-time employment, the percentage of women who earn below the minimum weekly wage, the rate of homelessness and the high level of agreement for statements that do not support gender equity in relationships.



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SOCIAL HOUSING (cont'd)

ATTACHMENT No [2] - Moira Shire Council's Community Profile 2021



1. Introduction

1.1. About this document

Project scope and limitations

Projectura Pty Ltd was engaged by Moira Shire Council (MSC) to develop the Community Profile to inform and accompany the Municipal Public Health and Wellbeing Plan 2021-2025.

Purpose

The purpose of this document is to report the findings of a desktop data review and document the current community profile. This Community Profile creates a baseline to measure long-term success against and gain an understanding of the Moira Shire environment and whether there are any emerging or shifting trends to be aware of during the planning process.

Abbreviations

The following abbreviations have been used in this paper:

ABS:	Australian Bureau of Statistics
AEDC:	Australian Early Development Census
CSA:	Crime Statistics Agency
DELWP:	Department of Environment, Land, Water and Planning
DHHS:	Department of Health and Human Services
EGM:	Electronic Gaming Machine
ERP:	Estimated Resident Population
LGA:	Local Government Area
MPHWP:	Municipal Public Health Wellbeing Plan
MSC:	Moira Shire Council
PHIDU:	Public Health Information Development Unit
SEIFA:	Socio-economic Indexes for Areas
SLA:	Statistical Local Area
VAHI:	Victoria Agency for Health Information
WHV:	Women's Health Victoria

Acknowledgements

In preparing this document, Projectura acknowledges that Aboriginal Australians were the First People of this land. Aboriginal people have a special relationship to the land, and the study area for this project has cultural significance to Aboriginal people. In acknowledging that Aboriginal culture is important to the heritage of all Australians, all project partners commit to working together towards a future of mutual respect and harmony.

Limitations

Given the nature of the data collected in this document, such as data variations in information reported, there were some limitations arising from the data included in the research, particularly in discrepancies and inconsistencies between ABS Census Community Profile 2016 and REMPLAN data.

Where possible, Projectura has used several sources to try and validate the data. In some cases, the information collected has some data discrepancies, and these have been noted where appropriate. We have also used our experience working on similar studies to further help understand the key issues and achievements.

While we do not believe these potential limitations have had a material impact on the outcomes of the Community Profile, the potential limitations should be considered when interpreting results.

COVID 19

It should be noted that statistics collected for the 2020 year will have been impacted by the effects of COVID 19 and their impact on human movement. Where possible, Projectura has sought to include the 2019 statistics for comparison.

FILE NO:
1. A WELCOMING AND INCLUSIVE PLACE

ITEM NO: 10.3.1

SOCIAL HOUSING (cont'd)

ATTACHMENT No [2] - Moira Shire Council's Community Profile 2021



2. Our community

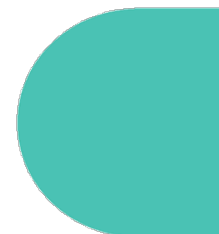
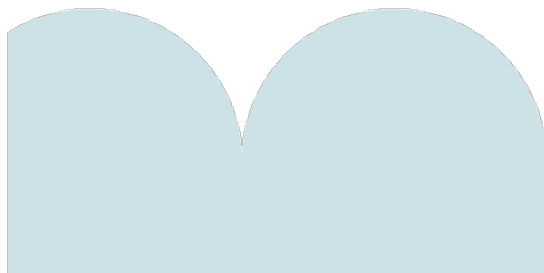
2.1. Community overview

Moira Shire stretches across 4,046 square kilometres from Bundalong in the east to Barmah in the west. Our northern boundary is defined by the Murray River and our south-west, southern and southeast regions share boundaries with the municipalities of Campaspe, Greater Shepparton, Benalla, Wangaratta and Indigo. Moira Shire is centrally located to the regional cities of Shepparton, Wangaratta and Albury-Wodonga.

Moira Shire includes four major towns; Cobram, Nathalia, Numurkah and Yarrawonga and 22 smaller communities: Barmah, Bearii, Bundalong, Burramine, Invergordon, Kaarimba, Katamatite, Katunga, Koonoomoo, Kotupna, Lake Rowan, Peechelba, Picola, St James, Strathmerton, Tungamah, Waaia, Wilby, Wunghnu, Yabba North, Yalca and Yarroweyah.

Moira Shire Council is the municipal district subject to this report. The study area is broadly defined as Moira (S) Vic, Local Government Area (LGA).

Departmental Region	Hume
Area of LGA	4,046 km ²
Distance to Melbourne	256km



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SOCIAL HOUSING (cont'd)

ATTACHMENT No [2] - Moira Shire Council's Community Profile 2021



2.2. Population

2.2.1. Current population

At the time of the 2016 ABS Census, Moira Shire (LGA) had a total population of 29,112 people. This increased from 28,124 in 2011.

Table 1. Population trends

Moira Shire	2006		2011		2016	
	Number	%	Number	%	Number	%
Total population	27,083	-	28,124	-	29,112	-
Women	13,564	50.1	14,139	50.3	14,598	50.1
Men	13,519	49.9	13,984	49.7	14,514	49.9
Aboriginal and Torres Strait Islander	306	1.1	394	1.4	500	1.7

Source: ABS cat 2003.0 2016

The data in the following table has been sourced from REMPLAN and shown in descending size order, from largest area to smallest. REMPLAN uses ABS Census data to create small-area population data that is of relevance to Local Government Areas. Projectura notes that there are some discrepancies between ABS, Profile ID and REMPLAN data.

Table 2. Population by small areas

Small areas	Total	
	Number	%
Yarrowonga	7,929	27.2
Cobram	6,014	20.7
Numurkah	4,473	15.4
Nathalia	1,880	6.5
Strathmerton	1,049	3.6
Katugna	1,000	3.4
Invergordon	610	2.1
Yarroweyah	551	1.9
Bundalong	426	1.5
Tungamah	405	1.4
Katamatite	398	1.4
Waaia	383	1.3
Wunghnu	331	1.1
Koonoomoo	297	1.0
Barmah	279	1.0

FILE NO:
1. A WELCOMING AND INCLUSIVE PLACE

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SOCIAL HOUSING (cont'd)

ATTACHMENT No [2] - Moira Shire Council's Community Profile 2021



Table 2. Population by small areas

Small areas	Total	
	Number	%
Cobram East	244	0.8
Muckatah	210	0.7
Yalca	208	0.7
Picola	208	0.7
Burramine	200	0.7
Wilby	171	0.6
Bearii	147	0.5
St James	131	0.5
Mundoona	119	0.4
Naring	115	0.4
Kotupna	107	0.4
Boosey	104	0.4
Yabba North	102	0.4
Marunga-	89	0.3
Kaarimba	85	0.3
Yielima	82	0.3
Lake Rowan	72	0.2
Youanmite	60	0.2
Bathumi	58	0.2
Bundalong South	50	0.2
Yundool	46	0.2
Boweya North	41	0.1
Waggarandall	41	0.1
Youarang	38	0.1
Drumanure	36	0.1
Katamatite East	35	0.1
Pelluebla	31	0.1
Yabba South	31	0.1
Peechelba	28	0.1
Almonds	25	0.1
Telford	25	0.1
Ulupna	25	0.1
Lower Moira	25	0.1

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SOCIAL HOUSING (cont'd)

ATTACHMENT No [2] - Moira Shire Council's Community Profile 2021



Table 2. Population by small areas

Small areas	Total	
	Number	%
Boomahnmoonah	22	0.1
Burramine South	21	0.1
Mywee	17	0.1
Picola West	14	0.0
Esmond	10	0.0
Yarrowonga South	10	0.0

Source: REMPLAN 2021

2.2.2. Forecast population

The 2019 Victoria in Future population projection data indicates Moira Shire's population will continue to gradually increase.

Table 3. Projected population

	2021	2026	2031	2036
Total population (REMPLAN population forecast)	30,376	31,374	32,334	33,248
Total population (Victoria in Future 2019)	30,376	30,923	-	32,374

Source: REMPLAN 2021, DELWP VIF 2019

The sources used in this table slightly differ in their projections. Both measures have been noted.

Population projections suggest that in 2036, Moira Shire's population will increase to 32,374 by 2036. The age group with the most significant rate of increase will be those aged 75 years or above.

Table 4. Projected population by age

Age group	2016		2026		2036		Change between 2016 and 2036
	Number	%	Number	%	Number	%	
Years							Number
0 to 14	5,343	18.1	4,822	15.6	4,969	14.5	-374
15 to 29	4,672	15.8	5,193	16.8	5,032	15.5	360
30 to 44	4,416	15.0	4,853	15.7	5,612	17.3	1196
45 to 59	5,847	19.8	5,163	16.7	4,969	15.3	-878
60 to 74	6,006	20.4	6,689	21.6	6,522	20.1	516
75 plus	3,202	10.9	4,203	13.6	5,279	16.3	2,077

Source: DELWP VIF 2019

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SOCIAL HOUSING (cont'd)

ATTACHMENT No [2] - Moira Shire Council's Community Profile 2021

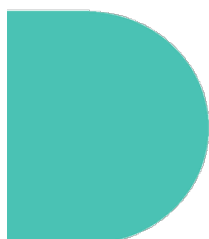
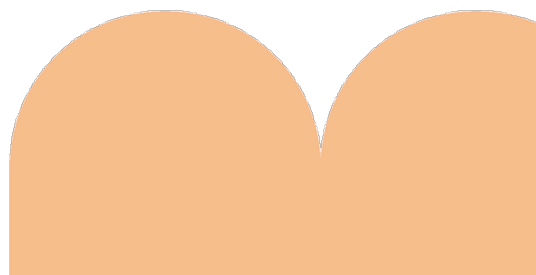


The data in the following table has been sourced from REMPLAN. It shows that most of the forecast population growth within Moira Shire will occur in Yarrawonga.

Table 5. Projected population by small area

Small area	Population projections		Forecast growth
	2016	2041	%
Nathalia	1,566	1,615	3.13
Greater Nathalia	1,291	1,324	2.56
Cobram	5,665	5,960	5.21
Greater Cobram	3,289	3,446	4.77
Numurkah	3,749	3,954	5.47
Greater Numurkah	3,280	3,416	4.15
Yarrawonga	7,920	11,619	46.7
Greater Yarrawonga	2,726	2,767	1.5

Source: REMPLAN 2021



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SOCIAL HOUSING (cont'd)

ATTACHMENT No [2] - Moira Shire Council's Community Profile 2021



2.3. Age

2.3.2. Median age

The median age of Moira Shire residents increased from 44 years in 2011 to 47 years in 2016. This is much older than the Victorian median of 37 years.

Table 6. Median age

Median age	Moira Shire		Victoria
	2011	2016	2016
General population (years)	44	47	37

Source: ABS cat 2001.0 2011, ABS cat 2001.0 2016

2.3.1. Age structure

The ABS 2016 Census population data shows that the 35-39 years and 40-44 years age groups had the greatest downwards five-year shift between the 2011 and 2016 Census. By contrast the 65-69 years age group experienced the greatest increase.

Table 7. Age structure

Five-year age groups (years)	2011		2016	
	n	%	n	%
0 to 4	1,734	6.2	1,585	5.4
5 to 9	1,768	6.3	1,766	6.1
10 to 14	1,935	6.9	1,780	6.1
15 to 19	1,792	6.4	1,711	5.9
20 to 24	1,153	4.1	1,378	4.7
25 to 29	1,279	4.5	1,334	4.6
30 to 34	1,280	4.6	1,370	4.7
35 to 39	1,591	5.7	1,338	4.6
40 to 44	1,763	6.3	1,577	5.4
45 to 49	1,896	6.7	1,822	6.3
50 to 54	1,937	6.9	1,941	6.7
55 to 59	1,904	6.8	2,064	7.1
60 to 64	2,015	7.2	2,165	7.4
65 to 69	1,722	6.1	2,218	7.6
70 to 74	1,475	5.2	1,744	6.0
75 to 79	1,180	4.2	1,386	4.8

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SOCIAL HOUSING (cont'd)

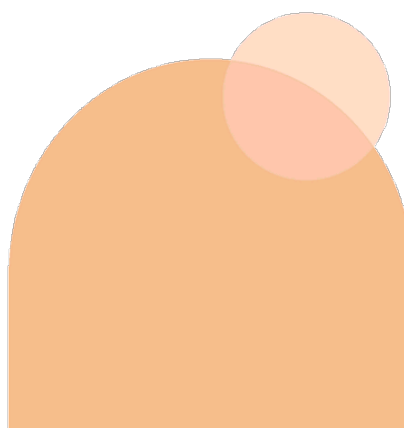
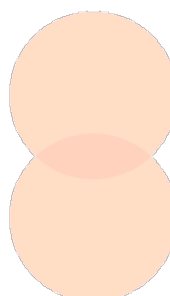
ATTACHMENT No [2] - Moira Shire Council's Community Profile 2021



Table 7. Age structure

Five-year age groups (years)	2011		2016	
	n	%	n	%
80-84	900	3.2	996	3.4
85 years and over	795	2.8	935	3.2
Total population	28,124	100.1	29,112	100

Source: ABS cat 2003.0 2016



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SOCIAL HOUSING (cont'd)

ATTACHMENT No [2] - Moira Shire Council's Community Profile 2021



3. Social determinants of health

3.1. Socio-demographic determinants

3.1.1. Ethnicity and diversity

Compared to the Victorian population, Moira Shire has a lower proportion of people born overseas and who speak languages other than English at home. The Aboriginal and Torres Strait Islander population of Moira Shire is higher than that of the state-wide average.

Table 8. Cultural diversity

Cultural diversity	Moira Shire	Victoria
	%	%
Aboriginal and Torres Strait Islander	1.7	0.8
Born overseas	18.4	35.1
Speaks languages other than English at home	12.2	27.8

Source: ABS cat 2003.0 2016

3.1.2. Disability

The Moira Shire area has a higher rate of persons in need of assistance with core activities and those with a severe or profound disability.

Table 9. Disability

Disability characteristics	Moira Shire	Victoria
	%	%
Person needs assistance with core activity	6.9	5.0
People of all ages with severe and profound disability	5.3	4.0

Source: ABS cat 2001.0 2016

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ATTACHMENT No [2] - Moira Shire Council's Community Profile 2021



3.1.3. Household composition

Moira Shire has a similar proportion of one-parent families similar to Victoria. There is a higher proportion of couple families without children and a lower proportion of couple families with children.

Table 10. Families structure

Families structure		Moira Shire	Victoria
		%	%
One-parent families	General population	15.4	15.3
Couple family without children	General population	47.3	36.5
Couple family with children	General population	36.3	46.3

Source: ABS cat 2001.0 2016

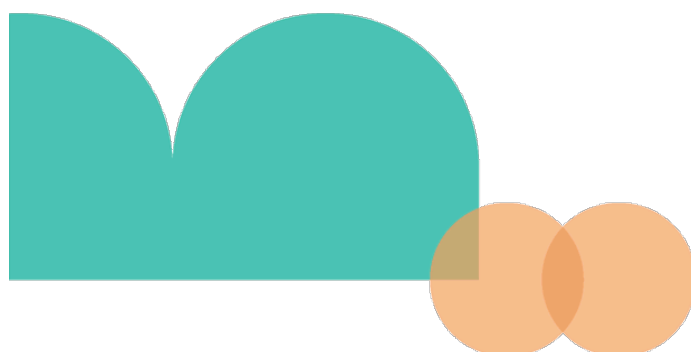
3.1.4. Social marital status

Moira Shire has a higher proportion of registered marriages than the state-wide average. Proportionally less of the population are not married than the Victorian average.

Table 11. Social marital status

Type of marital status	Moira Shire	Victoria
	%	%
Registered marriage	50.9	47.8
De facto marriage	10.0	9.8
Not married	39.1	42.4

Source: ABS cat 2003.0 2016



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SOCIAL HOUSING (cont'd)

ATTACHMENT No [2] - Moira Shire Council's Community Profile 2021



3. Social determinants of health

3.2. Socio-economic determinants

3.2.1. Index of Relative Socio-Economic Disadvantage

Moira Shire's SEIFA index score is 930, ranking Moira Shire 145 out of 544 Councils Australia-wide. There are 177 LGAs more disadvantaged than Moira Shire and 366 LGAs that are less disadvantaged than Moira Shire.



Table 12. Index of Relative Socio-Economic Disadvantage

SEIFA	Moira Shire	LGA rank	Victoria rank
		Out of 544 councils	Out of 79 councils
Index of Relative Socio-Economic Disadvantage	930	145	8

Source: ABS cat 2033.0 2016

3.2.2. Education

Moira Shire residents have a proportionately lower level of educational attainment than the state-wide average.



Table 13. Highest level of educational attainment

Highest level of educational attainment	Moira Shire		Victoria	
	n	%	n	%
Bachelor's degree level and above	2,066	8.6	1,177,540	24.3
Advanced diploma and diploma level	1,722	7.2	447,023	9.2
Certificate level IV	674	2.8	138,313	2.9
Certificate level III	3,945	16.5	555,583	11.5
Year 12	2,603	10.9	772,461	15.9
Year 11	2,118	8.8	298,342	6.2
Year 10	3,201	13.4	376,237	7.8
Certificate level II	35	0.1	3,233	0.1
Certificate level I	1	0.0	542	0.0
Year 9 or below	3,422	14.4	430,152	8.9
No educational attainment	98	0.4	48,920	1.0

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ATTACHMENT No [2] - Moira Shire Council's Community Profile 2021



Table 13. Highest level of educational attainment

Highest level of educational attainment	Moira Shire		Victoria	
	n	%	n	%
Not stated	3,505	14.6	482,823	10.0

Source: ABS cat 2001.0 2016

3.2.3. Employment



Unemployment rates for the Moira Shire area are lower than the Victorian result for the March quarter but have increased by 0.8 percent across the last year.

Table 14. Unemployment

Unemployment	Moira Shire		Victoria	
	March 2020 (%)	March 2021 (%)	March 2020 (%)	March 2021 (%)
Unemployment	4.4	5.2	4.9	6.6

Source: SALM Mar 2021

3.2.4 Type of employment

Table 15. Employment

Type of employment	Moira Shire		Victoria	
	n	%	n	%
Worked full time	6,997	56.3	1,670,556	57.0
Worked part time	3,900	31.4	920,875	31.4
Away from work	908	7.3	144,696	4.9
Unemployed	629	5.1	193,465	6.6

Source: ABS cat 2001.0 2016

3.2.5 Economic indicators

Table 16. Economic indicators

Indicator	Moira Shire
	Number
Number of jobs	10,913
Gross Regional Product (2020)	\$1.763 B
Building approval value (2019/20)	\$99.820 M

Source: REMPLAN 2021

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SOCIAL HOUSING (cont'd)

ATTACHMENT No [2] - Moira Shire Council's Community Profile 2021



3.2.6. Occupation of employment

Moira Shire has a higher proportion of Labourers and Managers and lower proportion on Professions compared to the Victorian result.

Table 17. Occupation

Occupation	Moira Shire		Victoria	
	n	%	n	%
Managers	2,206	18.7	369,921	13.5
Labourers	2,064	17.5	247,428	9.0
Technicians and trade workers	1,650	14.0	358,749	13.1
Professionals	1,404	11.9	636,220	23.3
Community and personal services workers	1,221	10.3	289,348	10.6
Clerical and administrative workers	1,120	9.5	363,216	13.3
Sales workers	1,029	8.7	265,142	9.7
Machinery operators and drivers	888	7.5	159,193	5.8

Source: ABS cat 2001.0 2016



3.2.5. Industry sector of employment

Moira Shire has a significantly higher proportion of people employed in the agriculture, forestry and fishing industry and manufacturing than their regional and state-wide counterparts. Moira Shire also has a lesser proportion of employment in accommodation and food services, professional, scientific, and technical services and public administration and safety.

Table 18. Employment industry

Employment industry	Moira Shire	Hume region	Victoria
	(%)	(%)	(%)
Agriculture, forestry and fishing	19.53	9.29	2.32
Manufacturing	13.92	9.93	8.19
Health care and social assistance	11.73	14.14	13.13
Retail trade	10.79	10.33	10.75
Construction	9.32	8.92	8.74
Education and training	8.01	8.97	9.08
Accommodation and food services	5.46	7.86	6.92
Other services	3.88	3.79	3.78
Transport, postal and warehousing	3.75	4.59	4.98
Professional, scientific and technical services	3.10	3.49	8.34
Public administration and safety	2.66	7.49	5.54
Administrative and support services	2.20	3.19	3.59
Wholesale trade	1.85	2.12	3.39
Financial and insurance services	1.21	1.23	4.09

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SOCIAL HOUSING (cont'd)

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Table 18. Employment industry

Employment industry	Moira Shire	Hume region	Victoria
	(%)	(%)	(%)
Rental, hiring and real estate services	0.98	1.09	1.65
Electricity, gas, water and waste services	0.64	1.40	1.18
Arts and recreation services	0.60	1.26	2.02
Information media and telecommunications	0.31	0.65	2.00
Mining	0.07	0.24	0.30

Source: REMPLAN 2021

3.2.6. Income highlights

Compared to Victoria, Moira Shire has a lower personal, family and household income.



Table 19. Income highlights

Income highlights	Moira Shire	Victoria
	n	n
Median total personal income (\$/weekly)	524	644
Median total family income (\$/weekly)	1283	1715
Median total household income (\$/weekly)	1014	1419

Source: ABS cat 2001.0 2016

3.2.7. Home ownership

Moira Shire has a higher rate of outright home ownership and a lower rate of renting when compared with the Victorian result, and a lower percentage of ownership with mortgage and renting.



Table 20. Home ownership

Home ownership	Moira Shire		Victoria	
	n	%	n	%
Owned outright	4,505	41.3	682,685	32.3
Owned with mortgage	3,344	30.7	746,502	35.3
Rented	2,561	23.5	607,354	28.7

Source: ABS cat 2001.0 2016

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SOCIAL HOUSING (cont'd)

ATTACHMENT No [2] - Moira Shire Council's Community Profile 2021



3.2.8. Internet connection



When compared with Victoria, Moira Shire has fewer dwellings with internet access, but more persons with internet not accessed from dwellings.

Table 21. Access to internet

Access to internet	Moira Shire		Victoria	
	n	%	n	%
Internet accessed from dwelling	7,962	73.1	1,768,050	83.7
Internet not accessed from dwelling	2,545	23.4	287,506	13.6

Source: ABS cat 2001.0 2016

3.2.9. Transportation

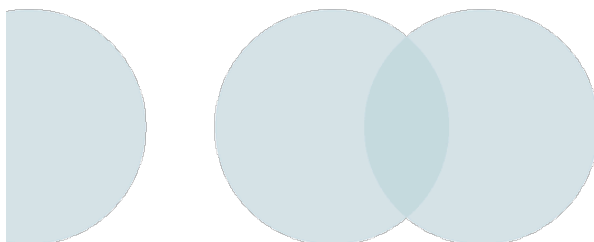


Persons living in Moira Shire are less likely than the rest of Victoria to use public transport and journey to work by car at a rate similar rate compared to Victoria.

Table 22. Journey to work

Journeys to work	Moira Shire		Victoria		
	n	%	n	%	
Journeys to work which are by car	As driver	7,600	64.4	6,574,571	61.5
	As passenger	520	4.4	489,922	4.6
Journeys to work which are by public transport	52	0.4	1,225,668	11.5	

Source: ABS cat 2001.0 2016



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SOCIAL HOUSING (cont'd)

ATTACHMENT No [2] - Moira Shire Council's Community Profile 2021



3. Social determinants of health

3.3. Psycho-social determinants

Mental health, stress and food insecurity play a role in the health and wellbeing of the community. The summary below details how Moira Shire is performing in comparison to rural Victoria and the state average.

3.3.2. Financial stress

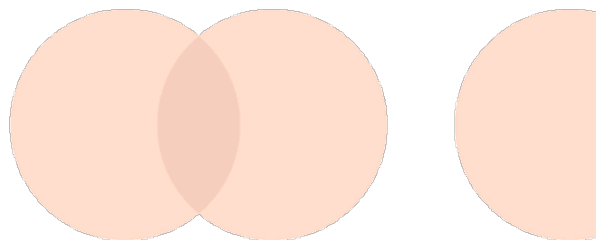


Moira Shire has a higher proportion of people experiencing mortgage stress than the state average and a much higher proportion of people experiencing rental stress when compared with Victoria.

Table 23. Financial and housing characteristics

Financial and housing characteristics	Moira Shire	LGA rank	Victoria
	%	Out of 79 councils	%
Mortgage stress	13.7	17	11.4
Rental stress	25.2	37	25.1
Estimated homeless person per 1,000 population	2.7	37	4.0
Low income families with children	10.7	22	8.7

Source: DHHS LGASP Moira (S) 2015



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SOCIAL HOUSING (cont'd)

ATTACHMENT No [2] - Moira Shire Council's Community Profile 2021



3. Social determinants of health

3.4. Social capital

This section highlights how people feel about their community and how they are included in the community. It provides insight into people's perceptions of safety and how they rate their community as a place to live.

3.4.1. Social and support networks



There are strong bridging relationships between people in Moira Shire. Bridging relationships are defined by Woolcock as "a link between people in social groups who feel a shared sense of identity and belonging."¹ A rank of 1 is assigned to the LGA with the least amount of social and support networks. The rate of volunteering in Moira Shire is much higher than the Victorian rate, and there is a higher rate of participation in sports groups.

People in Moira Shire are more active in their community and are more willing to help each other out in their neighbourhood when compared to Victoria. A rank of 1 is assigned to the LGA with the least connections to community networks.

Table 24. Social and support networks

Social and support networks	Moira Shire	LGA rank	Victoria
	%	out of 79 councils	%
Volunteering	26.7	31	19.3
People who rated their community support groups as good or very good	66.0	35	61.3
People who are members of a sports group	34.2	24	26.5

Source: 2017 Population Health Survey

3.4.2. Community and civic engagement



People in City of Moira are more active in their community and are more willing to help each other out in their neighbourhood when compared to Victoria. A rank of 1 is assigned to the LGA with the least connections to community networks.

Table 25. Community networks

	Moira Shire	LGA rank	Victoria
	%	out of 79 councils	%
Rated their community as an active community	91.9	24	81.8

¹ Michael Woolcock, 'Social Capital and Economic Development: Toward a Theoretical Synthesis and Policy Framework', *Theory and Society*, 27/2 (1998) 151-208.

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Table 25. Community networks

	Moira Shire	LGA rank	Victoria
	%	out of 79 councils	%
People who are definitely able to get help from neighbours	72.7	7	54.5
People who rated their community as a pleasant environment	93.7	64	95.1

Source: DHHS VPHS 2017



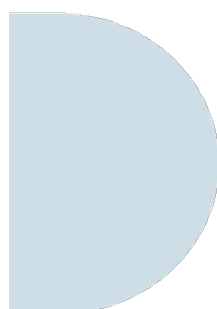
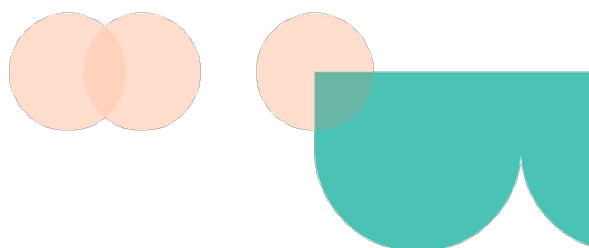
3.4.3. Social and civic trust

A higher proportion of Moira Shire residents feel that they live in a close-knit neighbourhood. Feelings of safety walking alone during the day and during the night are comparable to Victoria.

Table 26. Safety

Safety	Moira Shire	Victoria
	%	%
Feel safe walking alone during the day	92.1	92.5
Feel safe walking alone during the night	56.1	55.1
Residents felt they lived in a close-knit neighbourhood	74.8	61.0

Source: VicHealth 2015



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4. Lifestyle risk factors

This section investigates the lifestyle risk factors that contribute to health and wellbeing outcomes in the community. Lifestyle risk factors are unhealthy behaviours that can increase the risk of disease, injury, and premature death. They are potentially modifiable and worthy of Council's attention.

4.1.1. Physical activity



Moira Shire has a lower proportion of residents who are sedentary when compared to the Goulburn Area and Victoria, however, it has a slight lower rate of the adult population that met the physical activity guidelines.

Table 27. Physical activity

Proportion of adult population complying with physical activity guidelines	Moira Shire	Goulburn area	Victoria
	%	%	%
Sedentary	1.5	1.9	2.5
Insufficient	47.3	44.6	44.1
Met guidelines	49.8	51.4	50.9

Source: VPHS 2017

4.1.2. Food



Moira Shire residents are less likely to meet the fruit and vegetable compliance guidelines when compared with Victoria and the Goulburn area.

Table 28. Fruit and vegetable consumption

Proportion of adult population, by compliance with fruit and vegetable consumption guidelines	Moira Shire	Goulburn area	Victoria
	%	%	%
Met fruit and vegetable consumption guidelines	3.2	3.5	3.6
Met vegetable consumption guidelines only	5.2	5.0	5.4
Met fruit consumption guidelines only	39.1	36.9	43.2
Did not meet fruit and vegetable consumption guidelines	56.7	59.2	51.7

Source: VPHS 2017

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4.1.4. Overweight and obesity



Moira Shire has a lower proportion of pre-obese and obese persons when compared with Victoria. It has a comparable rate of pre-obese and a lower rate of obese persons compared to the Goulburn area.

Table 29. Obese or overweight

Proportion of adult population by BMI category	Moira Shire	Goulburn area	Victoria
	%	%	%
Underweight	1.3	1.0	2.2
Normal	27.2	26.2	38.0
Pre-obese	33.6	33.3	31.5
Obese	25.8	28.4	19.3

Source: VPHS 2017

4.1.4. Crime



Moira Shire's crime rates decreased between 2021 and 2020. It should be noted due to the social restrictions placed on the community due to COVID 19 this could have impacted the crime rate and reporting. Public health and safety offences increased substantially from zero which is also likely due to the impact of COVID-19 restrictions.

Table 30. Principal offence subgroups

Top five principal offence subgroups	Moira Shire (2020)	Moira Shire (2021)
	n	N
E21 Breach Family Violence Order per 100,000 population	160	171
B21 Criminal damage per 100,000 population	172	150
B49 Other theft per 100,000 population	209	140
F92 Public health and safety offence per 100,000 population	0	127
B42 Steal from a motor vehicle per 100,000 population	122	109
Total criminal incidents per 100,000 population	1,835	1,635

Source: CSA 2021

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4.1.5. Crime rate



Moira Shire has lower levels of crime compared to the state rates. COVID 19 significantly impacted the state of Victoria in 2021. During that year, the Moira area saw a significant drop in the rate of crime incidents that were not proportional to the decreased rate at a state-wide level.

Table 31. Crime incident rate

Crime incident rate	Moira Shire	Victoria (2020)
	Rate	Rate
2021 crime incident rate per 100,000 people	5458.6	5792.5
2020 crime incident rate per 100,000 people	6113.0	6098.9

Source: CSA 2021

4.1.6. Gambling



The Victorian Commission for Gambling and Liquor Regulation monitors electronic gaming expenditure. In the data set, VCGLR amalgamates data for Moira Shire with the Rural City of Benalla. The amount of yearly expenditure on electronic gaming machines in the 2019-2020 financial year was lower than the 2018-2019 financial year.

Table 32. Gambling

Annual electronic gaming expenditure	Moira Shire / Rural City of Benalla		
	2017-2018	2018-2019	2019-2020
Electronic Gaming Machine Expenditure	10,824,258.95	11,077,898.86	8,887,679.38

Source: VCGLR 2021

4.1.7. Alcohol



When compared with Victoria and Goulburn area, Moira Shire residents who drink weekly are at a higher lifetime risk of alcohol-related harm. Persons who drink monthly are at a comparable lifetime risk of alcohol-related harm.

Table 33. Alcohol and risk

Proportion of adult population, by lifetime risk of alcohol-related harm	Moira Shire	Goulburn Area	Victoria
	%	%	%
Abstainer/no longer drinks alcohol	17.6	19.7	21.8
Reduced risk	12.7	13.8	16.6
Increased risk: Yearly	19.3	20.0	18.2
Increased risk: Monthly	16.4	16.2	16.6
Increased risk: Weekly	32.7	28.2	24.7

Source: VPHS 2017

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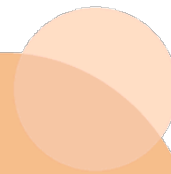
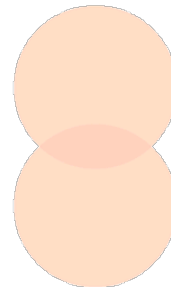
4.1.8. Smoking

Moira Shire has a higher rate of current smokers and a lower rate of non-smokers when compared to Goulburn and Victoria. The proportion of non-smokers is less than both Goulburn and Victoria. The rate of ex-smokers is comparable to Goulburn and higher than Victoria.

Table 34. Smoking

Proportion of adult population, by smoking status	Moira Shire	Goulburn	Victoria
	%	%	%
Current smoker	24.0	20.0	16.7
Ex-smoker	27.0	27.8	24.4
Non-smoker	48.6	51.7	58.1

Source: VPHS 2017



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5. Healthcare

Quality and prompt healthcare is essential to maintaining good health. The availability, quality and access to healthcare can vary considerably by geographic location (National Health Performance Authority 2013). Wealthier areas tend to be better serviced, and by contrast, those living in under-serviced areas tend to be poorer with more health problems.

5.1.1. Service system providers

Table 35. Service system providers

Service system providers	Service system providers (2017)
Most frequently attended public hospital:	Goulburn Valley Health (Shepparton)
Primary Health Network (PHN):	Murray Primary Health Network
Primary Care Partnership (PCP):	Goulburn Valley Primary Care Partnership

Source: DHHS LGASP Goulburn Area 2015; DHHS LGASP Moira (S) 2015

5.1.2 Health workforce



Moira Shire has a lesser rate of general practitioners available to the population. Moira Shire also have a lower proportion of registered nurses (including midwives) and a higher proportion of enrolled nurses compared to the state average.

Table 36. Health workforce

Health workforce	Moira Shire		Victoria	
	Number	% per 100,00 population	Number	% per 100,00 population
General medical practitioners (2018)	22	73.8	5,866	90.8
Total registered nurses (including midwives) (2018)	229	768.5	72,847	1,127.5
Enrolled nurses (2018)	168	563.8	17,117	264.9

Source: PHIDU 2021

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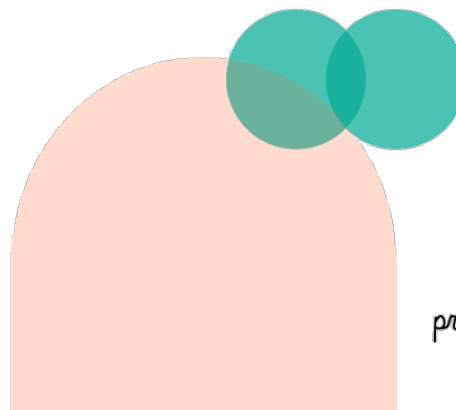
4.4.2. Hospital use

The percentage of hospital inpatient separations for the Moira area are similar to the state-wide average, as is the length of stays for public hospital inpatients. Moira Shire is projected to have fewer future annual inpatient separations than the Victorian average.

Table 37. Hospital use

Hospital use	Moira	LGA rank of 79	Victoria
	n	LGA rank	Vic n
Hospital inpatient separations per 1,000 population	460.0	39	441.6
Average length of stay (days), public hospital inpatients	3.0	19	2.8
Projected annual change in inpatient separations between 2014-15 and 2026/27	2.0%	54	3.1%

Source: DHHS LGASP Goulburn Area 2015; DHHS LGASP Moira (S) 2015



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6. Health outcomes

6.1.1. Self-reported health



Moira Shire residents report a proportionally higher rate of fair/poor self reported health status than the Victorian average. Males in the Moira Shire are substantially more likely to report fair to poor health compared to the state-wide average of males and their female counterparts. Females in the Moira area are more likely to self report and excellent or very good health status.

Table 38. Self-reported health status

Self-reported health status		Moira Shire	Victoria
		%	%
Excellent/very good	Female	46.1	41.5
	Male	38.9	41.8
Good	Female	31.4	37.2
	Male	32.5	37.9
Fair/poor	Female	22.5	20.8
	Male	28.6	19.7

Source: VPHS 2017

6.1.2. Life expectancy



The average life expectancy is higher for women and lower for men. The median age of death is consistent with the state-wide average.

Table 39. Median age of death

Life expectancy		Moira Shire	Victoria
		Years	Years
Median age of death	Total population	82	82
	Female	85	85
	Male	79	79

Source: PHIDU 2021

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6.1.3. Avoidable death

Moira Shire has a higher avoidable death rate per 100,00 people than the Victorian average. The areas of avoidable deaths more than 10 points per 100,000 people above the state-wide average include circulatory system diseases, avoidable deaths from other external causes of mortality (Transport accidents, accidental drowning and submersion etc.) and avoidable deaths from transport accidents.

Table 40. Avoidable deaths

Avoidable deaths	Moira Shire		Victoria	
	n	Standardised rate per 100,000 people	n	Standardised rate per 100,000 people
Avoidable deaths among people aged less than 75 years, all causes per 100,000 population (2014-2018)	242	141.7	30,416	107.3
Avoidable deaths from cancer, persons aged 0-74 years (2014-2018)	55	30.2	7,965	28.3
Avoidable deaths from diabetes, persons aged 0-74 years (2014-2018)	12	6.4	1,334	4.7
Avoidable deaths from circulatory system diseases, persons aged 0-74 years (2014-2018)	77	41.6	8,936	31.7
Avoidable deaths from respiratory system diseases, persons aged 0-74 years (2014-2018)	31	15.8	2,544	9.1
Avoidable deaths from chronic obstructive pulmonary disease, persons aged 0-74 years (2014-2018)	29	14.6	2,374	8.5
Avoidable deaths from other external causes of mortality (Transport accidents, accidental drowning and submersion etc.) persons aged 0 - 74 years (2014-18)	36	27.6	3,820	13.2
Avoidable deaths from suicide and self-inflicted injuries, persons aged 0 to 74 years	14	10.9	2,933	10.1
Avoidable deaths from transport accidents, persons aged 0-74 years (2014-18)	21	16.0	1,256	4.3

Source: PHIDU 2021

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6.1.4. Injury



Moira Shire has higher rates of injury and presentation, and admission rates, to hospital relating to the injury, save for admissions for falls which is below the state-wide measure.

Table 41. Injury

Avoidable deaths	Moira Shire		Victoria	
	n	Standardised Rate per 100,000 people	n	Standardised Rate per 100,000 people
Emergency department presentations for injury, poisoning and certain other consequences of external causes. (2017/18)	218	751.9	33,791	526.8
Admissions for injury, poisoning and other external person – all hospitals (2017/18)	1,057	3,003.4	186,796	2,946.3
Admissions for transport crash injury – public hospitals (2017/18)	106	369.3	15,307	238.2
Admissions for falls – all hospitals (2017/18)	336	846.3	56,187	893.7

Source: PHIDU 2021



6.1.6. Chronic disease

Moira Shire has a higher incidence of type 1 diabetes and anxiety and depression than the Goulburn area and state-wide averages.

Table 42. Chronic disease

Chronic disease	Moira Shire	Goulburn Area	Victoria
	%	%	%
Asthma	26.9	24.0	20.0
Type 1 diabetes	1.9	1.1	0.8
Type 2 diabetes	5.5	6.0	5.5
Heart disease	8.4	9.5	6.7
Stroke	2.9	3.0	2.4
Cancer	9.6	10.3	8.1
Osteoporosis	5.9	6.6	5.7
Anxiety or depression	34.6	34.6	27.4
Arthritis	24.8	27.6	20.6

Source: VPHS 2017

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7. Priority population data

7.1. Early years and children

5.1.1. Child development



The Moira Shire area has a higher percentage of children that are developmentally vulnerable than the Victorian average. However, Moira Shire children are more likely to be on track in the developmental domains of social competence and emotional maturity. They are slightly below average in the domains of physical health and wellbeing, language and cognitive skills and communication skills. There has been improvement between 2015 and 2018 in the areas of social competence and emotional maturity.

Table 43. Early years - Physical health and wellbeing

Physical health and wellbeing*	Moira Shire	Victoria
	%	%
Developmentally on track	78.7	81.0
Developmentally at risk	10.8	10.8
Developmentally vulnerable	10.5	8.2

Source: AEDC 2018

* Children's physical readiness for the school day, physical independence, and gross and fine motor skills.

Table 44. Early years - Social competence

Social competence*	Moira Shire	Victoria
	%	%
Developmentally on track	79.3	77.3
Developmentally at risk	11.5	13.9
Developmentally vulnerable	9.2	8.8

Source: AEDC 2018

* The Australian Early Development Census defines social competence as 'children's overall social competence, responsibility and respect, approach to learning and readiness to explore new things.

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Table 45. Emotional maturity

Emotional maturity*	Moira Shire	Victoria
	%	%
Developmentally on track	78.0	77.7
Developmentally at risk	15.1	14.2
Developmentally vulnerable	6.9	8.1

Source: AEDC 2018

*Emotional maturity is defined as 'children's pro-social and helping behaviours and absence of anxious and fearful behaviour, aggressive behaviour and hyperactivity and inattention.'

Table 46. Early years - Language and cognitive skills

Language and cognitive skills* (school-based)	Moira Shire	Victoria
	%	%
Developmentally on track	80.3	84.6
Developmentally at risk	13.1	9.0
Developmentally vulnerable	6.7	6.4

Source: AEDC 2018

* Language and cognitive skills are defined as 'children's basic literacy, advanced literacy, basic numeracy, and interest in literacy, numeracy and memory.'

Table 47. Early years - Communication skills

Communication skills and general knowledge*	Moira Shire	Victoria
	%	%
Developmentally on track	78.3	79.4
Developmentally at risk	13.4	13.2
Developmentally vulnerable	8.3	7.4

Source: AEDC 2018

* Children's communication skills and general knowledge based on broad developmental competencies and skills measured in the school context.

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5.1.2. Maternal and Child Health service

Moira Shire has an above average participation rate in the 4-week Key Age and Stage visit when compared to similar Councils and all Victorian Councils. There is a comparable rate of infant enrolments in Maternal Child Health services. The cost of Maternal Child Health services is higher than Victorian averages, and comparable with similar councils. Moira Shire has a higher rate of Aboriginal children enrolled to participate in the Maternal Child Health service compared to similar councils and the Victorian average.

Table 48. Maternal and child health

Maternal and child health service		Moira Shire Council	Similar Councils	Victoria (all Councils)
Participation in 4-week Key Age and Stage visit (%)		98.6	96.5	97.0
Infant enrolments in the MCH service (%)		100.5	100.9	100.8
Cost of MCH service (\$)		\$85.97	\$85.84	\$81.8
Children enrolled who participate in the MCH service	All (%)	81.9	77.2	78.0
	Aboriginal (%)	94.8	78.0	82.0

Source: LGV 2020



5.1.4. Child protection, family services and youth justice utilisation

Whilst investigation and substantiation rates for child protection in Moira Shire are comparable to the Victorian average there is a significantly higher rate of Child FIRST assessments per 1,000 of the eligible population.

Table 49. Child protection

Child protection	Moira Shire	Victoria
	2015	2015
Child protection investigations completed per 1,000 eligible population	20.2	19.4
Child protection substantiations per 1,000 eligible population	10.8	11.4
Child FIRST assessments per 1,000 per eligible population	32.4	10.1

Source: DHHS LGASP Moira (S) 2015

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7. Priority population data

7.2. Gender equity

7.2.1. Gender equity indicators



The table below outlines key socio-economic indicators that demonstrate gender equity or inequity. Key areas of inequity include women being disproportionately more likely to be employed in a part time manner, less women are likely to earn above the minimum wage, women are much more likely to be a lone parent and women are disproportionately more affected by homelessness.

Table 50. Gender equity indicators

Gender equity indicator		Moira Shire		Hume Region		Victorian State LGA	
		Female	Male	Female	Male	Female	Male
Population	n	14,598	14,513	11,873.4	11,647.0	38,163.6	36,749.6
Attained year 12 or equivalent	%	29.0	20.6	33.8	26.6	40.4	35.2
Unemployed	%	5.2	4.9	4.8	5.0	5.7	5.9
Part time employed	%	48.5	16.3	48.7	19.7	47.2	20.0
Full time employed	%	38.4	72.1	39.5	69.2	40.8	69.0
Above minimum weekly wage	%	24.0	35.6	27.2	39.3	29.3	41.0
Below minimum weekly wage	%	49.4	36.3	47.0	33.5	45.7	32.5
Local Councillor indicators 2020	%	22.7	77.8	39.2	60.8	42.7	56.9
Low gender equality in relationships 2015*	%	18.4	34.0	22.9	38.8	25.6	41.5
Lone parent status	%	78.7	21.3	79.7	20.3	81.0	19.0
Unpaid assistance to a person with a disability	%	12.2	8.2	12.3	8.2	11.9	8.0
Unpaid domestic work - People who worked 15+ hours per week	%	28.2	10.2	28.5	11.3	26.7	9.5
Homelessness rate 2019	Rate per 10,000	111.30	52.56	112.9	69.2	104.9	75.3

Source: WHV 2021

* The number of women and men respondents with low support for gender equality in relationships, divided by the number of respondents of corresponding sex in each LGA. Low support is calculated based on the level of agreement with the following two statements: 1. "Men should take control in relationships and be the head of the household." and 2. "Women prefer a man to be in charge of the relationship."

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7.2.2 Prevalence of family violence

Women in the Moira Shire area are less likely to have experienced family violence than the averages of those in the Eastern Victorian division and Victoria.

Table 51. Family violence prevalence

Prevalence of family violence	Moira Shire		East Division*		Victoria	
		%		%		%
Yes, experienced family violence		4.8		5.0		5.0
No, did not experience family violence		92.5		90.3		
Refused to answer questions on family violence		2.6		4.7		

Source: VAHI 2020

* East Division is one of the Department of Health and Human Services four Victorian operational 'Divisions' (North, South, East and West).



7.2.3 Crimes against persons by sex

Women are more likely to be the victim of crimes against the person than men in the Moira Shire area and across Victoria. Women are more than twice as likely to be the victims of stalking, harassment and threatening behaviour and have a significantly higher rate of sexual offences committed against them than men.

Table 52. Crimes against persons by gender

Crimes against persons - by sex	Moira Shire		Victoria	
	Males	Females	Males %	Females %
Sexual offences - rate (per 10,000)	2.4	16.15	2.4	14.5
Sexual offences - reported incidents	7	47	15.9	92.9
Stalking, harassment, and threatening behaviour	2.75	7.90	4.7	9.3

Source: WHV 2021

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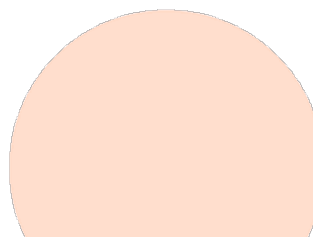
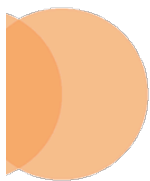
7.2.4 Family violence incidents

The rate of family violence incidents per 10,000 affecting women in Moira has reduced over time with the rate dropping by 20 points over the previous four years. This contrasts with the Victorian average of family violence incidents per 10,000 affecting women which has increased by over 20 points over the past four year. The rate of family violence incidents per 10,000 affecting men in the Moira area has not seen as significant fluctuations.

Table 53. Family violence incidence

Family violence incidence rate per 10,000 population	Moira Shire		Victoria	
	Female	Male	Female	Male
2020	117.48	36.07	123.2	42.5
2019	121.26	37.79	115.6	38.1
2018	129.50	38.13	108.3	36.7
2017	137.40	29.50	102.5	36.4

Source: WHV 2021



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7. Priority population data

7.3. Climate change and its impacts on health

Climate change has a significant impact on public health. The impact of climate change in the Goulburn area will see the current climate transition to one more like Griffith, New South Wales.

Below is an exploration of climate change projections and how they will impact Moira Shire. The projections are for the Goulburn area, but also include the most localised data available. It is predicted that Moira Shire will experience longer periods of hotter than average days with less rainfall. The risk of bushfire will also increase.

7.3.1. Exposures, sensitivity, and indicators

Table 54. Climate change indicators

Indicator	1981-2010 average per year	Projected change 2040-2059 medium emissions	Projected change 2040-2059: high emissions
Days exceeding 35 degrees (Shepparton)	14.8 days	25.7 days	29.6 days
Days minimum 22+ degrees + (Shepparton)	2.6 days	-	Between 7.2-14.6 days annually
Coldest winter daily minimum temperature	8.4 °C (1986-2005 avg)	+0.5 °C	+0.7 °C
Average days per year under 0 degrees (Shepparton)	12.4 days	7.0 days	5.3 days
Estimated rainfall %	458.6 mm (1986-2005)	-5%	-14%
Forest fire danger index greater than 95th percentile (Shepparton)	-	-	+60%

Source: DELWP GCP 2019

Please note these projections relate to the Goulburn area and are the most localised data available.

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SOCIAL HOUSING (cont'd)

ATTACHMENT No [2] - Moira Shire Council's Community Profile 2021



5.3.2 Properties that could be adversely affected by natural disaster.

Table 55. Properties subject to flood and bushfire overlays

Moira Shire properties	Number
Number of properties that intersect in the flood overlay in some capacity	5,896
Number of properties that intersect in the bushfire overlap	1,977

Source: Moira Shire Council (GIS Officer)

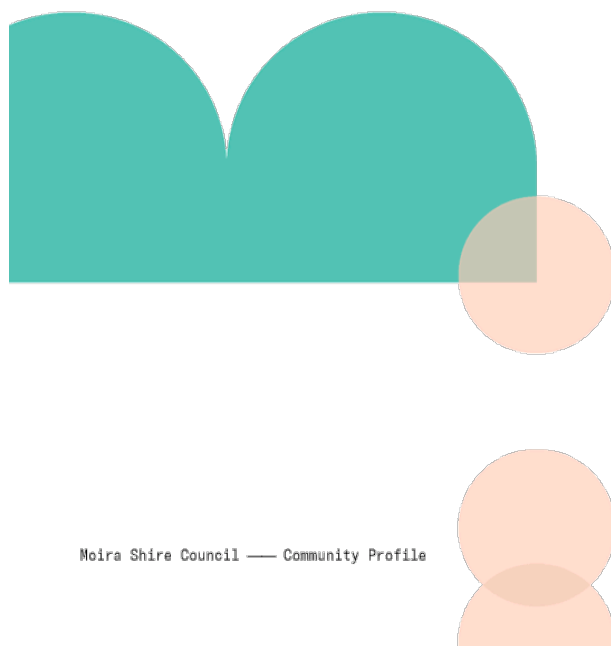
7.3.3. Climate change impacts on health

Medical professionals believe that in addition to direct health impacts from climate change felt during a natural disaster, those with chronic disease will be impacted over time (Sustainability Vic 2020). A table outlining the prevalence of chronic disease below gives context to the public health impact that may be felt in the Moira Shire community as a result of climate change.

Table 56. Chronic disease

Disease	Moira Shire	Victoria
	% total population	% total population
Chronic obstructed pulmonary disorder	2.7	2.1
Asthma	14.7	11.5
Heart, stroke, or vascular disease	5.4	3.9
Est. rate per 100 people with high or very high psychosocial distress	13.1	13.3

Source: PHIDU 2021



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SOCIAL HOUSING (cont'd)

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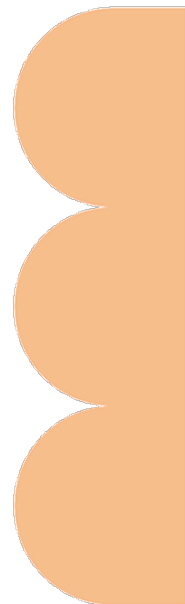
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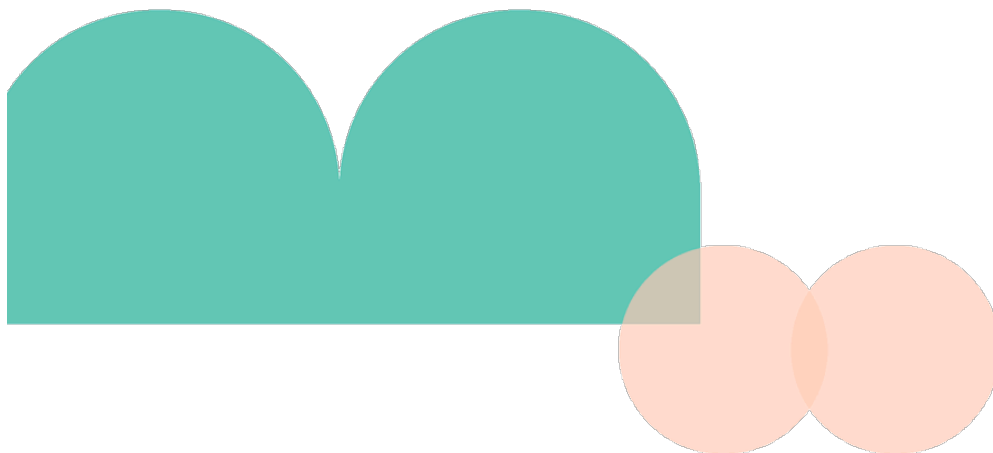


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SOCIAL HOUSING (cont'd)

ATTACHMENT No [2] - Moira Shire Council's Community Profile 2021



projectura

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FILE NO:
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ITEM NO: 10.4.1
(GRANTS OFFICER, COURTNEY HAMILL)
(GENERAL MANAGER
INFRASTRUCTURE, ANDREW CLOSE)

YARRAWONGA LIBRARY, EVENTS AND PERFORMANCE PRECINCT

RECOMMENDATION

That Council approves the commencement of construction of the Yarrowonga Library, Events and Performance Precinct.

1. Executive Summary

The application to the Treasury Corporation Victoria (TCV) for a low interest loan under the Community Infrastructure Loans Scheme for the Yarrowonga Library, Events and Performance Precinct has been approved.

TCV's obligation to provide any loan is subject to the condition that TCV has received evidence that all necessary approvals and authorisations to carry out the project have been obtained by the Council and are in full force and effect.

TCV have advised that a resolution of Council approving the commencement of construction of the Yarrowonga Library, Events and Performance Precinct is satisfactory evidence to meet this requirement.

2. Background and Options

At the Ordinary Council meeting of 24 July 2019, Council resolved to:
"Note the outcomes of the Yarrowonga Library, Events and Performance Precinct Community Consultation; and continue development of a Library, Events and Performance Precinct at the Yarrowonga Town Hall Precinct."

At the Ordinary Council meeting of 24 June 2021, Council resolved to:

1. Award contract C050/19 – Detailed Design of the Yarrowonga Library, Events and Performance Precinct to N2SH Pty Ltd.
2. Authorise the Chief Executive Officer to sign and seal the contract documents.

Council has entered into a funding agreement with the State government under the Living Libraries Infrastructure program for \$1 million for this project.

The Treasury Corporation of Victoria have offered a loan facility of \$3.75 million to finance the Yarrowonga Library Events and Performance Precinct through the Community Infrastructure Loans Scheme. This scheme supports the delivery of community infrastructure by providing Victorian councils with access to low-interest, government-guaranteed loans of between \$500,000 and \$10m per project. The triple-A credit rating currently held by Victoria means that the state can borrow money at cheaper rates than are commercially available.

The primary benefit of the Scheme is that councils will be able to achieve savings through having access to low-interest loans financed through TCV. In addition, participating councils will receive an interest subsidy from the Victorian government that will further reduce the interest rate paid. This subsidy will be 50 per cent of the applicable interest rate, up to a maximum of 150 basis points (or 1.5 per cent). TCV's obligation to provide any loan is subject to the condition that TCV has received evidence that all necessary approvals and authorisations to carry out the project have been obtained by the Council

FILE NO:
1. A WELCOMING AND INCLUSIVE PLACE

ITEM NO: 10.4.1

YARRAWONGA LIBRARY, EVENTS AND PERFORMANCE PRECINCT (cont'd)

and are in full force and effect. TCV have advised that a resolution of Council is form and substance satisfactory to it.

3. Financial Implications

Council has allocated \$1.653 million (funds rolled from 2020-21 and budgeted in 2021-22 financial year) to the Yarrowonga Library, Events and Performance Precinct. The budgeted funds make up the matching funds requirement of the Living Libraries Infrastructure Fund for which Council has entered a grant agreement for \$1 million. The forecast funds are offset by the sale of the current Yarrowonga Library building.

The loan for \$3.75 million provides sufficient funding for the project. Loans through the Scheme will be provided at TCV's borrowing rate at the date of the loan execution. As of 23 September 2019, the interest rate for a 10 year loan (monthly repayment instalments) from TCV was approximately 1.42 per cent. The interest rate on TCV's 11am loan facility was 1.165%. It is important to note that TCV's 11am loan rate and term borrowing rates are subject to change according to movements in financial conditions. The actual interest rate offered will be dependent on TCV's borrowing rate at the date of loan execution.

4. Risk Management

At the end of the 2018/19 year Council's debt ratio, which is measured by comparing interest bearing loans and borrowings to rate revenue, was 6.70% and will decrease further. Council's long term financial plan shows that it has the capacity to acquire some debt and borrowing \$3.75 million under this scheme will still see the debt ratio well within the expected performance target band of 0% to 70%.

5. Council Plan Strategy

Strategy 1, A great place to live and Strategy 4, A well run council

6. Conflict of Interest Considerations

There are no known conflicts of interests raised by approving the commencement of construction of the Yarrowonga Library, Events and Performance Precinct.

7. Conclusion

Financial resources for the Yarrowonga Library, Events and Performance Precinct have been sourced. TCV's obligation to provide any loan is subject to the condition that TCV has received evidence that all necessary approvals and authorisations to carry out the project have been obtained by the Council and are in full force and effect.

TCV have advised that a resolution of Council approving the commencement of construction of the Yarrowonga Library, Events and Performance Precinct is satisfactory evidence to meet this requirement.

Attachments

Nil

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5. TRANSPARENT AND ACCOUNTABLE
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ITEM NO: 10.4.2
(INFRASTRUCTURE LIAISON OFFICER,
LYN COOPER)
(GENERAL MANAGER
INFRASTRUCTURE, ANDREW CLOSE)

SPECIAL RATES AND CHARGES POLICY

RECOMMENDATION

That Council endorse the Special Rates and Charges Policy.

1. Executive Summary

The purpose of the Special Rates and Charges Policy is to provide guidance on how Council will implement and administer special rates and special charges that assist to fund the construction of new infrastructure or joint services, such as construction of kerb and channel, footpaths or marketing programs.

Council recognises that it does not have the financial resources to fully fund the upgrade of all existing infrastructure to current standards. Where Council considers that infrastructure improvements provide special benefits to abutting properties a Special Rate and Charge Scheme may be explored to share the costs. These benefits can include improvements in amenity, access, safety or economic benefits such as increased land value.

Council will achieve this using special rate and charge schemes that are implemented in accordance with this policy, section 163 of the Local Government Act 1989 and Ministerial Guidelines.

The draft policy was placed on public exhibition for three weeks with a total of five submissions received (attached). Respondents did not comment on any specific items in the policy.

Feedback related to concerns about the use of cost sharing schemes during a time when many are feeling the financial impacts of COVID-19 lockdowns; that there may be a disproportionate impact on property owners from lower income households; and the view that Council should fully fund the provision of infrastructure.

In response to the concerns raised it should be noted that:

- This policy is not a new policy but is an update of a current policy and it clarifies how decisions are made when developing a scheme.
- Council does not have the financial resources to complete all projects within the shire and the policy provides property owners with an opportunity to share costs of some of those projects which might be lower in priority.
- To mitigate potential impacts of this policy the following are available:
 - Consultation opportunities (where fairness of a potential scheme and apportionment is tested and feedback is obtained)
 - Assistance under the Financial Hardship Policy
 - Statutory right of appeal to VCAT if a scheme is declared

It is suggested that Council keep in mind the concerns raised by the community, as they will be pertinent when determining whether Council considers a project suitable for a cost-sharing scheme in the future.

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SPECIAL RATES AND CHARGES POLICY (cont'd)

However, as there were no concerns raised as to the content of the policy, it is recommended that Council endorse the Special Rates and Charges Policy.

Background and Options

The Special Rates and Charges Policy 2011 was due for review in 2016. This was delayed until the Local Government Act 2020 was finalised.

Recent attempts to establish special charge schemes to share infrastructure costs between council and benefitting property owners have informed the update of the policy.

The main changes to the policy are:

1. Expanded purpose
2. Process to initiate and develop a scheme
3. Cost apportionment principles listed
4. Option for charge to be per parcel (saleable lot) or property (assessment)
5. Inclusion of engineering and administration costs in total scheme cost
6. Set non-response to any survey as a 'do not support' vote
7. Scheme length based on total debt
8. Simplified beneficiary principles

2. Financial Implications

The main change to the policy that has financial implications is that under the current policy the interest rate is the "overdraft interest rate charged by Council's banker, plus one percent".

As Council does not typically borrow money to fund these schemes, the new policy uses a "deemed overdraft interest rate, plus one percent". For example, for a scheme drafted today the interest rate will be the deemed overdraft rate of 2% plus 1%, so the current rate would be 3%.

3. Risk Management

Having a policy that can assist application of special rates and charges to be consistent and transparent will reduce the risk of reputational damage for Council.

4. Internal and External Consultation

The draft policy has been reviewed by officers from Governance and Finance and Council has been briefed on 12 May 2021 and 8 September 2021. It went before Council on 22 September where it was approved for public exhibition.

The Special Rates and Charges Policy has undergone a Gender Impact Assessment with the finding that:

It is recommended that the Special Rates and Charges Policy is presented to Council for adoption without any further change in relation to gender equality.

5. Regional Context

Not applicable.

6. Council Plan Strategy

This policy will assist with transparency and consistency when considering, designing and declaring special rates and charges schemes.

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SPECIAL RATES AND CHARGES POLICY (cont'd)

7. Legislative / Policy Implications

This is a review of out of date policy.

The Local Government Act 1989 still applies for development and implementation of Special Rate and Special Charge Schemes.

8. Environmental Impact

Not applicable.

9. Conflict of Interest Considerations

There are no officer conflicts of interest in the preparation of this report.

10. Conclusion

It is recommended that Council endorse the Special Rates and Charges Policy.

Attachments

- 1 Special Rates and Charges Policy

FILE NO: F13/2478
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

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SPECIAL RATES AND CHARGES POLICY (cont'd)

ATTACHMENT No [1] - Special Rates and Charges Policy

Special Rates and Charges Policy



Policy type	Council
Adopted by	Council
Responsible General Manager	General Manager Infrastructure
Responsible officer	Manager Construction & Assets
Date adopted	
Scheduled for review	This policy will be reviewed four years from the date of adoption, or sooner if required.

PURPOSE

The purpose of the Special Rates and Charges Policy is to provide guidance on how Council will implement and administer special rates and special charges that assist to fund the construction of new infrastructure or joint services, such as construction of kerb and channel, footpaths or marketing programs.

Council uses its powers under the *Planning and Environment Act 1987* and the *Subdivision Act 1988* to require developers to provide the infrastructure needed in new estates. These costs are included in the land sale price. However, Council cannot retrospectively apply these powers to land that was subdivided in the past without the current standard of infrastructure.

Council recognises it does not have the financial resources to fully fund the upgrade of all existing infrastructure to current standards. Where Council considers that infrastructure improvements provide special benefits to abutting properties a Special Rate and Charge Scheme will be explored to share the costs. These benefits can include improvements in amenity, access, safety or economic benefits such as increased land value.

Council may determine that the owners of the properties that receive special benefits from infrastructure works and programs should contribute an equitable share of the cost of those works. Council will achieve this using special rate and charge schemes that are implemented in accordance with this policy, section 163 of the *Local Government Act 1989* and *Ministerial Guidelines*.

SCOPE

This policy applies to all Special Rate and Charge Schemes declared by Council under the *Local Government Act 1989* ("the Act").

DEFINITIONS

Community benefits	are considered to exist where the works or services will provide tangible and direct benefits to people in the broader community. These will generally derive from the provision of facilities or services that are generally available to people, other than owners or occupiers of properties with special benefits, through savings from operational or maintenance costs, or through reduced risk. Where this is clear, tangible and direct, the Council should attribute a community benefit.
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SPECIAL RATES AND CHARGES POLICY (cont'd)

ATTACHMENT No [1] - Special Rates and Charges Policy

Special Rates and Charges Policy



Council	Moirá Shire Council
Councillors	means the a person who holds the office of a member of Moirá Shire Council
Council officer	means the Chief Executive Officer and staff of Council appointed by the Chief Executive Officer.
Parcel	a property may have multiple parcels on the one assessment which can be sold individually or as multiples without having to do a subdivision. This may mean that the liability that the current owner has for the proposed Scheme may alter if the contribution is based on a parcel basis.
Property	refers to property in the form of land.
Scheme	refers to a special rate or special charge scheme.
Special Benefit	is considered to be provided to a property if the proposed works or services will provide a benefit that is additional to or greater than the benefit to other properties.
VCAT	refers to the Victorian Civil and Administrative Tribunal.
Works or services	refers to the functions or powers being exercised by the Council for which it is proposed to levy a special rate or charge.

POLICY

1. Scheme Initiation

A Special Rate and Charge Scheme ('Scheme') to share the costs of capital works or services may be initiated upon receipt of a request from Councillors, community members via a submission, petition or joint letter or Council officers.

Where the requested works or services are not included in current or future works program and are deemed to provide special benefit to landowners, then the following will occur:

- a. Assess initial interest in proposed works:
 - i. identification of properties receiving a special benefit.
 - ii. identification of general community benefit resulting in anticipated percentage contribution by Council.
 - iii. initial interest survey of benefitting property owners to determine if there is sufficient interest to cost the works and develop a Scheme.
 - iv. report results to Council to receive direction on whether or not to proceed with development of a Scheme.
- b. If Council chooses to develop a Scheme:
 - i. prepare concept design and cost estimate.
 - ii. secure funds to cover community benefit and the share of any Council properties and any benefitting properties to be excluded from the Scheme by Council.
 - iii. determine proposed method of apportionment of costs amongst benefitting property owners.
 - iv. notify benefitting property owners of details of proposed Scheme.

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SPECIAL RATES AND CHARGES POLICY (cont'd)

ATTACHMENT No [1] - Special Rates and Charges Policy

Special Rates and Charges Policy



- v. hold a public meeting(s) to discuss details of the Scheme. Where it is not possible to hold a meeting then information will be posted to benefitting property owners with a process to have questions asked and answers disseminated to all benefitting property owners.
 - vi. amend details of the Scheme if required.
 - vii. conduct survey of all benefitting property owners seeking support of proposed Scheme.
- c. Report results of survey to Council to receive direction on whether to:
- i. abandon the Scheme;
 - ii. amend the Scheme; or
 - iii. declare the scheme as per relevant legislation and Ministerial Guidelines. Council will be guided by the level of majority support as set out in this policy.

2. Cost Apportionment

Council will determine a method to fairly apportion costs for all landowners to be included in a special rate and charge scheme. In doing so, Council may take into consideration a number of factors, singly and in combination, such as:

- a. the number of benefitting properties;
- b. the number of benefitting parcels;
- c. the length of the abutting boundaries;
- d. lot sizes;
- e. land zoning and future subdivision potential under the Moira Shire Planning Scheme;
- f. number and location of property accesses;
- g. the types of special benefits accruing to the land; and/or
- h. any other matter that provides a reasonable basis of apportionment.

See *Appendix A: beneficiary principles* for a guide on identifying deemed beneficiaries.

3. Council Contributions

Council will contribute a percentage of the total cost of works or services where a community benefit has been identified. Council generally funds the contribution for Community Benefit from rates income.

See *Appendix A: beneficiary principles* for a guide on calculating community benefit.

% of total cost contributed by Council	Community Benefit
0%	Where there will be no benefit to the general community. This will give benefitting property owners the opportunity to pay off the charge over the scheme length e.g. multiple business marketing program
20%	For provision of infrastructure where there is a community benefit that is less than or equal to this contribution e.g. new kerb and channel works
50%	For provision of infrastructure where there is a community benefit that is greater than 20% e.g. new footpath works

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SPECIAL RATES AND CHARGES POLICY (cont'd)

ATTACHMENT No [1] - Special Rates and Charges Policy

Special Rates and Charges Policy



Council will also cover the contribution of:

- a. All council owned properties included in the scheme; and
- b. A property where Council has identified a property that will receive a special benefit and has decided to exclude it from the scheme.

4. Engineering and Administration Costs

Council will include the engineering and administration costs associated with developing and implementing a Scheme in the total cost of the project. The engineering and administration costs will be determined according to the cost of the works as follows:

Estimated Cost of Works	Engineering and Administration Cost
Up to \$20,000	20% of estimated cost of works
\$20,001 to \$100,000	\$4,000 + \$0.15 per dollar cost over \$20,000
\$100,001 to \$500,000	\$16,000 + \$0.10 per dollar cost over \$100,000
Over \$500,000	\$56,000 + \$0.08 per dollar cost over \$500,000

5. Survey Votes

Benefitting property owners will be surveyed at a number of stages throughout the drafting of a scheme. In each survey a benefitting property owner will get one vote for each unit of apportionment, i.e. parcel or property to be included in the proposed Scheme. If a benefitting property owner does not submit a survey response by the closing date it will be deemed that they do NOT support the Scheme.

The development of a scheme will only occur if 80% of anticipated benefitting property owners indicate their support through an initial interest survey.

A scheme will only proceed to the next stage if the following levels of support are met depending on the level of Council contribution to cover community benefit (when not whole numbers the number is rounded up):

Community Benefit % contribution by Council	% of votes deemed a Majority
0	70%
20%	60%
50%	50% + 1

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SPECIAL RATES AND CHARGES POLICY (cont'd)

ATTACHMENT No [1] - Special Rates and Charges Policy

Special Rates and Charges Policy



6. Scheme Length

Scheme length for each benefitting property owner is to be based on their expected contribution amount to the scheme as set out below:

Charge per parcel/property	Maximum Length of Special Rate and Charge Scheme
0 - \$2,000	Four (4) Years.
\$2,001 - \$5,000	Six (6) Years.
\$5,001 - \$10,000	Eight (8) Years.
\$10,001 +	Ten (10) Years.

7. Payment of Special Rates and Charges

- a. Notices requesting payment will generally be raised after the service or works are complete unless Council specifies otherwise.
- b. Council will provide reasonable opportunity for payment of special rates and charges. Special rate or charge levies will be payable by:
 - i. lump sum in full within 30 days after the date of issue of the notice; or
 - ii. quarterly instalments over a period of years as set out in scheme length for each scheme, but not exceeding 10 years.
- c. applications for relief or assistance due to hardship will be considered in accordance with Council's Financial Hardship Policy.
- d. outstanding payments will be processed in accordance with Council's Rate Collection Policy.

8. Application of Interest

Interest payments will be calculated for the period which commences on the issue date of the previous account up to the quarter ending which coincides with the date of the current account.

- a. interest will be charged from the due date.
- b. as a general guide, the interest rate will be determined by Council's General Manager Corporate as Council's borrowing interest rate plus one percent (1.0%) for administration costs at the time the scheme is declared.
- c. the interest will be charged on the principal balance outstanding, as at the end of the previous quarter.

9. Discontinued Schemes

If a Special Rate and Charge Scheme does not proceed due to lack of support during the initial assessment stage, or is discontinued as a result of objections or appeal, then the project or work will not be re-investigated for two years unless circumstances change significantly.

10. Right to Appeal Council's Decision

A person may apply to VCAT for review of Council's decision to impose a special charge on them. A person must apply to VCAT within 30 days of the notice of the special charge being issued to them. Section 185(2)(b) of the *Local Government Act 1989* lists the grounds of appeal that VCAT may consider.

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SPECIAL RATES AND CHARGES POLICY (cont'd)

ATTACHMENT No [1] - Special Rates and Charges Policy

Special Rates and Charges Policy



ATTACHMENTS

Appendix A: Beneficiary Principles

RELATED LEGISLATION

Local Government Act 1989

Local Government Act 2020

Local Government (General) Regulations 2015

Charter of Human Rights & Responsibilities Act 2006

REFERENCES

Ministerial Guidelines - Special Rates and Charges, September 2004

RELATED POLICIES

Rates Collection Policy

Financial Hardship Policy

FILE NO: F13/2478
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.4.2

SPECIAL RATES AND CHARGES POLICY (cont'd)

ATTACHMENT No [1] - Special Rates and Charges Policy

Special Rates and Charges Policy



APPENDIX A: BENEFICIARY PRINCIPLES

Type of Project or Infrastructure	Category	Deemed Beneficiaries	Community Benefit (CB) Calculation Principles	Apportionment Options
Footpath or Shared Path	Access street, road or place.	Abutting and opposite properties (except where a path exists opposite).	Community benefit based on estimated volume of through pedestrian traffic. Minimum CB = 50%	Determined by proportion of property frontage to path. A reduced rate may be applied for property sideage to path. Beneficiary contribution limited to standard width of footpath (1.5 metres) with additional width being paid for by Council.
	Arterial road. Commercial and industrial areas. Collector / link road.	Abutting properties only, due to the need to have paths on both sides.	Community benefit based on estimated volume of through pedestrian traffic. Minimum CB = 50%	Determined by proportion of benefit gained by the property from the works. Contribution limited to standard width of footpath (1.5 metres) with additional width being paid for by Council.
Urban Drainage	Property drainage including Kerb and Channel	Properties either discharging stormwater into the drain or receiving protection from stormwater runoff by the drain.	Community benefit based on contribution to broader drainage benefits. Minimum CB = 20%	Determined by combination of relative area of each property drained or protected by drain and per parcel charge.
	Outfall drainage	Properties either discharging stormwater into the drain or receiving protection from stormwater runoff by the drain.	Community benefit based on additional capacity costs over identified scheme beneficiaries. Minimum CB = 50%	Determined by combination of relative area of each property drained or protected by drain and per parcel charge.

FILE NO: F13/2478
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.4.2

SPECIAL RATES AND CHARGES POLICY (cont'd)

ATTACHMENT No [1] - Special Rates and Charges Policy

Special Rates and Charges Policy



Type of Project or Infrastructure	Category	Deemed Beneficiaries	Community Benefit (CB) Calculation Principles	Apportionment Options
Road	<p>Access street, road and place</p> <p>A road or laneway in this category primarily provides direct access for abutting Residential, Industrial, Commercial, and in other locations, Forestry, Tourist and Agricultural properties and connect into either the Link, Collector or Arterial road network. Traffic using these roads are predominantly local vehicles.</p>	Abutting properties and properties directly serviced by road. Council for non-rateable properties.	<p>Benefit based on access and amenity in proportion to reason for construction. Access based on volume of vehicle traffic. Amenity based on improvements to liveability. Community benefit based on volume of non-local vehicle traffic.</p> <p>Minimum CB = 20%</p>	Determined by combination of proportion of street frontage and per lot charge.
	<p>Collector and link.</p> <p>Collector: Roads of this classification primarily provide a route between, and through, Residential, Industrial, Agriculture, Tourist and Forest traffic nodes and the Rural Link and/or Arterial road network.</p> <p>Link: Roads of this classification primarily provide a direct linkage between significant population centres and major traffic generators such as Residential, Industrial, Commercial, Agricultural and Tourist areas and Arterial Roads. These roads have an identifiable Origin and Destination.</p>	Abutting properties and properties directly serviced by road. Council for non-rateable properties.	<p>Benefit based on access and amenity in proportion to reason for construction. Access based on volume of vehicle traffic. Amenity based on relative length of road across property. Community benefit based on volume of through vehicle traffic.</p> <p>Minimum CB = 50%</p>	Determined by proportion of benefit gained by the property from the works. Beneficiaries to contribute to the equivalent full cost of residential access street construction standard with Council contributing additional costs involved in upgrading the road to collector or trunk collector standard.
Off Street Carpark	Retail/Commercial	Properties which will derive a benefit through likelihood of customers using carpark.	<p>Community benefit only if carpark (or standard of design) serves amenity (township promotion or landscape) purpose.</p> <p>Minimum CB = 0% unless over standard then 20%</p>	Determined by relative existing and potential shop size, type, proximity and any alternative provision or previous contribution towards spaces provided.

FILE NO: F13/2478
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.4.2

SPECIAL RATES AND CHARGES POLICY (cont'd)

ATTACHMENT No [1] - Special Rates and Charges Policy

Special Rates and Charges Policy



Type of Project or Infrastructure	Category	Deemed Beneficiaries	Community Benefit (CB) Calculation Principles	Apportionment Options
Streetscape Upgrade	Retail/Commercial Industrial Residential	Abutting properties.	Only applies to works to a standard above any determined minimum standard for the type and location. Community benefit based on (or standard of design) serves amenity (township promotion or landscape) purpose. Minimum CB = 0% unless over standard then 20%	Determined by relative type and proximity of property.
Marketing/Promotion Program	Retail/Commercial Industrial	Properties which will receive an identifiable benefit from program, given use and type of business.	Benefit based potential for financial benefit, given relative existing and potential size of business. Minimum CB = 0%	Determined by combination of Capital Improved Value of property and per property charge.
Provision of Services	Retail/Commercial Industrial Residential Eg. Water, sewer etc	Abutting properties. Properties which will receive an identifiable benefit from the program, given the use and type of business.	Benefit based on the potential for financial, amenity or access benefit given relative existing and potential size of business or residence. Community benefit based on the benefit to the Community outside the Scheme boundary. Minimum CB = 0%	Determined by relative type and proximity of business, as well as service usage.

FILE NO: C011/21
4. A WELL RUN COUNCIL

ITEM NO: 10.4.3

C011/21 - COUNCIL FACILITY AND ASSET KEY RENEWAL

RECOMMENDATION

That Council:

1. Award the contract for C011/21 – Council Facility and Asset Key Renewal to MV Locksmiths.
2. Authorise the Chief Executive Officer to sign and seal the contract documents.

1. Executive Summary

Moira Shire Council invited submissions from suitably qualified contractors to undertake the project of moving Council facilities and assets to an updated key and lock system throughout Moira Shire.

After consideration of the submissions, the evaluation panel recommends that contract C011/21 be awarded to MV Locksmiths.

2. Background and Options

Moira Shire has an extensive system of locks and keys spread across its many facilities. In order to ensure that this secure keying system, along with the associated door hardware, is operational at all times, Moira Shire has sought quotations from suitably qualified and experienced contractors to undertake a project to update the existing lock and key system and for the ongoing supply of locksmith services.

Council currently uses two registered keying systems – being Lockwood 6 pin and Series 6. The majority of the Moira Shire facilities use the Lockwood 6 pin.

This project will be delivered in accordance with all applicable Australian Standards, regulations, industry best practice and guidelines. The works covered by these specifications include the completed design, supply and installation of the keying project, as well as any other requirements to provide a fully functional and secure key system.

The scope of work includes but is not limited to;

- Supply of a restricted and registered key system including transfer of ownership of the Intellectual Property to Moira Shire Council
- The changing of locks and keys at Council facilities in accordance with Council's keying matrix
- Provision of locksmith services for the ongoing maintenance of Council's keying system
- Supply and installation of new door hardware
- Supply of keys
- Testing of all hardware including keys, barrels, locks prior to delivery &/or installation
- Updating and maintaining of the keying system including the ability to provide a quick turnaround for keying system updates

This is a Schedule of Rates contract for a term of 3 years commencing on the date noted on the letter of acceptance or date agreed between Council and Contractor.

FILE NO: C011/21
4. A WELL RUN COUNCIL

ITEM NO: 10.4.3

C011/21 - COUNCIL FACILITY AND ASSET KEY RENEWAL (cont'd)

Date of Public Notice

Paper	Date
Border Mail	28 August 2021
Shepparton News	31 August 2021
Cobram Courier	1 September 2021
Numurkah Leader	1 September 2021
Yarrawonga Chronicle	1 September 2021

Submissions closed 6 October 2021.

Receipt of Tenders

3 submissions were received.

Supervision

Superintendent: General Manager Infrastructure

Superintendent Representative: Administration Support Officer Operations

Panel Membership

Staff in the following positions independently evaluated the submissions:

- Coordinator Facilities Maintenance, Operations
- Team Leader Facilities Maintenance, Operations
- Administration Support Officer, Operations

The Procurement Coordinator moderated the tender evaluation.

Non-conforming tenders

No submission was considered to be non-conforming.

Tender Evaluation

Submitted Tenders were evaluated based on the following criteria and its respective weightings.

Evaluation Criteria	Evaluation Weighting
Price	30%
Track Record	20%
Staff and Resources	10%
Management of Schedules	20%
Compliance with Specification	10%
Contribution to Local Economy	10%

3. Financial Implications

The recommendation is within the approved budget

FILE NO: C011/21
4. A WELL RUN COUNCIL

ITEM NO: 10.4.3

C011/21 - COUNCIL FACILITY AND ASSET KEY RENEWAL (cont'd)

4. Risk Management

To minimise the risks associated with the works under contract, the following conditions must be met:

- The successful contractor is to be the holder of Public Liability insurance with a minimum coverage of \$10 million.
- The successful contractor is required to submit a COVID-19 Management Plan including how they intend to implement the Government Guidelines.
- All on-site personnel are required to undertake a Moira Shire Council Site Induction.

5. Internal and External Consultation

The tender was advertised on Council's TenderSearch website, Border Mail, Shepparton News and the local newspapers.

The Executive Manager Operations and General Manager Infrastructure approved the tender documentation.

6. Regional Context

This project contributes to the strategic objective of continuing to maintain and provide facilities and services that our community value and need.

7. Council Plan Strategy

The Council Plan addresses the need for a well-run Council by implementing a transparent, engaging and accountable governance structure for current and future generations. The processes undertaken to award the contract meet the legislative and policy requirements relating to procurement and tendering.

8. Legislative / Policy Implications

The tender process was undertaken in accordance with the requirements of the section 108 of the *Local Government Act* and Council's adopted Procurement Policy.

9. Environmental Impact

Clause 1.34 of the Contract stipulates the contractor's environmental responsibilities and will form part of the contract.

10. Collaborative Procurement

As the project is unique to the Moira Shire Council and a collaborative procurement opportunity was not possible.

11. Conflict of Interest Considerations

There was no conflict of interest declared for this tender evaluation process.

12. Conclusion

The recommendation is to award contract C011/21 to MV Locksmiths.

Attachments

- 1 C011/21 - Council Facility and Asset Key Renewal - APPENDIX A (CONFIDENTIAL) - *printed in separate document*

FILE NO: C023/21
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.4.4
(PROCUREMENT COORDINATOR,
JOVIAL MATHEWS)
(GENERAL MANAGER
INFRASTRUCTURE, ANDREW CLOSE)

C023/21 - STRENGTHENING OF NUMURKAH ROAD BRIDGES

RECOMMENDATION

That Council:

1. Award the contract for C023/21 - Strengthening of Numurkah Road Bridges to Waratah Bridge Constructions (Vic) Pty Ltd.
2. Authorise the Chief Executive Officer to sign and seal the contract documents.
3. Assign Waratah Bridge Constructions (Vic) Pty Ltd as the Principal Contractor for undertaking the project.

1. Executive Summary

Moira Shire Council invited submissions from suitably qualified Contractors for strengthening works on two bridges. The bridges are located on Numurkah Road south of Strathmerton.

After consideration of the submissions, the evaluation panel recommends that contract C023/21 be awarded to Waratah Bridge Constructions (Vic) Pty Ltd.

2. Background and Options

The project comprises the construction of a new concrete deck overlay as well as upgrading the barriers at both bridges. The works will consist of:

- Site establishment including traffic management, detours, permits etc.
- Demolition of the existing bridge pavement, wearing course, kerb and barriers
- Construction of an integrated reinforced concrete deck overlaying the existing concrete bridge planks.
- Supply and installation of regular performance bridge barrier, transition barrier, TL3 road barriers and TL3 Gating Redirective Energy Absorbing Terminals. (G.R.E.A.T)
- Widening the existing road pavement as specified
- Supply and placement of asphalt wearing course
- Reconstruction of private property access' including supply and placement of concrete pipe, headwalls, pits, pavements and fencing both on the road reserve and on private property
- Placement of cementitious grout to repair abutment walls
- Re-affixing the existing telecommunications assets
- Supply and placement of line marking and signage
- Traffic management
- Cleaning up, demobilising and making good the site

The Contractor must maintain one lane of traffic for public use during construction.

The contractor is required to supply all plant, labour and materials necessary to complete the works.

Works are to be completed within 18 weeks from the date of acceptance and will be paid as lump sum.

FILE NO: C023/21
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.4.4

C023/21 - STRENGTHENING OF NUMURKAH ROAD BRIDGES (cont'd)

Date of Public Notice

Paper	Date
TenderSearch	2 October 2021
Border Mail	2 October 2021
Shepparton News	5 October 2021
Cobram Courier	6 October 2021
Numurkah Leader	6 October 2021
Yarrawonga Chronicle	6 October 2021

Submissions closed 27 October 2021.

Receipt of Tenders

4 submissions were received.

Supervision

Superintendent: Manager Construction and Assets

Superintendent Representative: Coordinator Design and Construction

Panel Membership

Staff in the following positions independently evaluated the submissions:

- Coordinator Design and Construction
- Project Manager Construction and Assets
- Project Engineer Construction and Assets

The Procurement Coordinator moderated the tender evaluation.

Non-conforming tenders

No submission was considered to be non-conforming.

Tender Evaluation

The following evaluation criteria and weightings were used:

Evaluation Criteria	Evaluation Weighting
Price	40%
Track Record	20%
Staff and Resources	10%
Management of Schedules	10%
Compliance with Specification	10%
Contribution to Local Economy	10%

A summary of the evaluation is provided in the confidential attachment.

FILE NO: C023/21
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.4.4

C023/21 - STRENGTHENING OF NUMURKAH ROAD BRIDGES (cont'd)

3. Financial Implications

The project is primarily funded through the State Government's AgriLinks Program with \$516,667 allocated under this funding and council making up the balance. The recommendation is within the approved budget.

For more information, please refer to Appendix A – Evaluation Summary.

4. Risk Management

To minimise the risks associated with the works under contract, the following conditions must be met:

- The successful contractor is to be the holder of Public Liability insurance with a minimum coverage of \$20 million.
- The successful contractor is required to submit a COVID 19 Management Plan including how they intend to implement the Government Guidelines.
- The successful contractor will be appointed as the Principal Contractor and is authorised to have management or control of the workplace and discharge of duties in relation to the Occupational Health and Safety Act and Regulations.
- Prior to the commencement of works, the successful contractor must supply the Superintendent with an Environmental Management Plan and a Health and Safety Coordination Plan inclusive of:
 - Contractor Verification Checklist
 - Coordination Plan
 - Safe Work Method Statements
- Various hold points will be applicable where the work may not proceed without review and approval by the Superintendent.
- All on-site personnel are required to undertake a Moira Shire Council Site Induction.
- A Plant Risk Assessment is required for each item of heavy plant to be supplied, hired or expected to enter the work site.

5. Internal and External Consultation

The tender was advertised on Council's TenderSearch website, Border Mail, Shepparton News and the local newspapers.

The Coordinator Design and Construction and General Manager Infrastructure approved the tender documentation.

6. Regional Context

This project contributes to the strategic objective of continuing to maintain and provide facilities and services that our community value and need.

7. Council Plan Strategy

The Council Plan addresses the need for a well-run Council by implementing a transparent, engaging and accountable governance structure for current and future generations. The processes undertaken to award the contract meet the legislative and policy requirements relating to procurement and tendering.

8. Legislative / Policy Implications

The tender process was undertaken in accordance with the requirements of the section 108 of the *Local Government Act* and Council's adopted Procurement Policy.

FILE NO: C023/21
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.4.4

C023/21 - STRENGTHENING OF NUMURKAH ROAD BRIDGES (cont'd)

9. Environmental Impact

Clause 1.24 of the contract specific clauses stipulates the contractor's environmental responsibilities and will form part of the contract.

In addition, the contractor is required to provide an Environmental Management Plan prior to the works commencing.

10. Collaborative Procurement

As the project is unique to the Moira Shire Council a collaborative procurement opportunity was not possible.

11. Conflict of Interest Considerations

There are no conflicts of interest declared for this tender evaluation process.

12. Conclusion

Following the tender process and evaluation, the recommendation is to award contract C023/21 to Waratah Bridge Constructions (Vic) Pty Ltd.

Attachments

- 1 C023/21 - Strengthening of Numurkah Rd Bridges - Confidential - *printed in separate document*

FILE NO: VARIOUS

ITEM NO:15

URGENT GENERAL BUSINESS**6.4. Urgent General Business**

(1) If the Agenda for a Meeting makes provision for urgent business, business cannot be admitted as Urgent Business other than by resolution of Council and only then if:

- (a) It relates to or arises out of a matter which has arisen since distribution of the Agenda; and
- (b) deferring the item until the next Meeting will mean a decision on the item will not have any effect on the matter; or
- (c) the item involves a matter of urgency as determined by the Chief Executive Officer; and
- (d) it cannot be addressed through an operational service request process.
- (e) the matter does not:
 - substantially affect the levels of Council service;
 - commit Council to significant expenditure not included in the adopted budget;
 - establish or amend Council Policy; or
 - commit Council to any contractual arrangement.

(2) A Councillor proposing a matter be admitted as urgent business must lodge it in writing to the Chief Executive Officer four (4) hours prior to the Meeting.

(3) The Chief Executive Officer will advise the Mayor of any matter he or she determines appropriate for Council to consider admitting as urgent business.