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AGENDA

SCHEDULED MEETING OF COUNCIL **FOR** **WEDNESDAY 26 APRIL 2023** **TO BE HELD AT COBRAM CIVIC CENTRE, PUNT ROAD COBRAM VIC 3644** **COMMENCING AT 4:30 PM**

RECORDING

Consistent with section 13.3 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. WELCOME CALLING TO ORDER – JOSH LEWIS ACTING 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 TRADITIONAL OWNERS

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 / LEAVE OF ABSENCE

5. DISCLOSURE OF CONFLICTS OF INTEREST

6. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Recommendation: “That the minutes of the Scheduled Council Meeting held on Wednesday, 22 March 2023 and the minutes of the Unscheduled Meeting of Council held on Thursday, 30 March 2023, as prepared, be adopted.”

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FILE NO: F21/395
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.1.1
(FINANCE MANAGER, BEAU MITTNER)
(CHIEF FINANCE OFFICER, MATT JARVIS)

MOIRA SHIRE COUNCIL DRAFT BUDGET 2023/24

Recommendation

That Council:

1. Accept the Draft 2023/24 Budget.
2. Authorise the commencement of the community feedback process for the Draft 2023/24 Budget and in doing so:
 - Receive community feedback until Friday 19 May 2023; and
 - Consider adoption of the 2023/24 Budget at the scheduled Council meeting 5.00pm on Wednesday 28 June 2023 with or without amendment.

1. Executive Summary

This report requests Council's approval to seek community feedback on the Draft 2023/24 Budget.

If approved,

- The Draft 2023/24 Budget will be available for public inspection at Council Service Centres and on council's website from **Thursday 27 April 2023**.
- Members of the community will be invited to view and provide feedback on the Draft 2023/24 Budget by **Friday 19 May 2023**.
- Council will consider any feedback before considering a recommendation to adopt the 2023/24 Budget with or without amendments at the Scheduled Council Meeting to be held on **Wednesday 28 June 2023**.

The timelines will ensure Council fulfils its obligation to adopt the Annual Budget by 30 June 2023, in accordance with the *Local Government Act 2020*.

2. Conflict of interest declaration

There are no officer conflict of interest considerations.

3. Background & Context

Council provided the opportunity for residents and community organisations to indicate their priorities for the Draft 2023/24 Budget. The first round of community engagement commenced in December 2022 through to February 2023. Council received 106 submissions, which were considered in the development of the Draft 2023/24 Budget.

Council welcomes the opportunity for further engagement with the community on the budget. As such, Council will be running Feedback Sessions that will be held in Nathalia, Numurkah, Yarrawonga and Cobram. These sessions will provide members of the community the opportunity to provide Council with comments and feedback on the Draft 2023/24 Budget. The location and time of the feedback sessions can be found on council's website - moira.vic.gov.au.

Council also encourages comments on the Draft 2023/24 Budget in person at our Customer Service Centers or online via our website.

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(CHIEF FINANCE OFFICER, MATT JARVIS)

MOIRA SHIRE COUNCIL DRAFT BUDGET 2023/24 (cont'd)

4. Issues

Capital Works – Project Backlogs and Community Expectations

As part of the development of the budget, Council considered carried forward capital works and the commitments made to the community on these projects. Greater emphasis has been placed on clearing Council's backlog of capital works, which have been delayed due to a number of adverse factors, including flood and wet weather conditions, ability to source materials and availability of contractors.

The total value of capital work projects budgeted for the 2023/24 financial year is \$42.2 million. Of this amount, \$21.9 million is carried forward works that are being prioritised in 2023/24.

With regards to the types of projects being undertaken, \$25.3 million is budgeted for upgrade and renewal works and \$16.9 million for new projects.

Rates – Capital Improved Value (CIV) Valuations

The Draft 2023/24 Budget includes preliminary property CIV valuation data for 2023/24 with valuations as at 1 January 2023. All rating information contained in the budget, including rates in the dollars, are based on these updated valuations. However, the preliminary valuations are yet to be certified by the Valuer-General Victoria and are therefore subject to change prior to the budget adoption.

Current draft valuation data indicates a 16% increase in Capital Improved Valuations (CIV) across the municipality, however, this does not lead to additional rates revenue. While complying with the 3.5% rate cap, movements between valuations in rating differential groups and for individual properties will have an impact on individual rates notices. This will not be advised until the 2023/24 annual rates notices for each property are distributed.

Budgetary Pressures

Budgetary pressures include:

- Rising inflation with CPI at 7.8% as of December 2022, well above the rate cap of 3.5%
- Planned increases to the Superannuation Guarantee
- Annual increases in insurance premiums; and
- Cost-of-living pressures being felt by the Community as well as Council staff.

Such budgetary pressures are anticipated to extend into future years, placing greater emphasis on longer-term financial planning to ensure Council's financial sustainability.

5. Strategic Alignment

Council Plan

5. Transparent and accountable governance

6. Internal & External Engagement

Engagement

Internal Mangers, Executive Leadership Team & Councillors have been engaged in developing the Draft 2023/24 Budget.

External Moira Shire Residents had the opportunity to submit Community Budget Proposals.

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(CHIEF FINANCE OFFICER, MATT JARVIS)

MOIRA SHIRE COUNCIL DRAFT BUDGET 2023/24 (cont'd)

7. Budget / Financial Considerations

The Draft 2023/24 Budget enables the Council to fund its approved operational activities and capital projects for the year ending 30 June 2024.

The general themes contained within the budget are ones of Safety, Advocacy, Consolidation and Renewal. Section 2 of the Draft 2023/24 Budget provides a description of the services and initiatives to be funded and how these will contribute to achieving the strategic objectives outlined in the Council plan.

8. Risk & Mitigation

The Draft 2023/24 Budget seeks to balance the competing needs and interests expressed by the community with council's legal obligations that are defined in many acts and regulations.

Risk	Mitigation
Financial	Financial risks are considered as part of the Budget process and development.
Economic (regional context or broader economic impact)	Economic risks are considered as part of the Budget process and development.
Environmental	Environmental risks are considered as part of the Budget process and development.
Reputational	All councils are required to adopt their budget by 30 June 2023
Legislative Compliance	The Draft 2023/24 Budget has been prepared in accordance with the <i>Local Government Act and Regulations</i> and the Model Financial Report.

9. Conclusion

The Draft 2023/24 Budget seeks to service the many and often competing needs of the Moira community in a financially sustainable manner that is equitable across a large geographic Shire.

Attachments

- 1 Moira Shire Council Draft Budget 2023-24 - *printed in separate document*

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ITEM NO: 10.1.2
(FINANCIAL ACCOUNTANT, ANDREW
WILSON)
(CHIEF FINANCE OFFICER, MATT JARVIS)

QUARTERLY BUDGET REVIEW - MARCH 2023

RECOMMENDATION

That the Council:

1. Adopt the forecasts for the 2022/23 financial year contained in the March 2023 Quarterly Budget Review; and
2. Note the Environment Upgrade Agreements quarterly performance report.

1. Executive Summary

The October 2022 flood event continues to have an impact on Council's accounts. In addition to \$1 million Council Flood Support funding already provided by the Victorian Government. Council has made its first claim under the Disaster Recovery Funding Arrangements, it is expected a further two claims will be made prior to 30 June 2023. The financial impact of asset (road) reconstruction and other community recovery activities are being assessed.

Income Statement

There has been a decrease in the forecast budget surplus from \$2.96 million in the Adopted December 2022 Quarterly Forecast to a surplus of \$0.82 million in the Proposed March 2023 Quarterly Forecast. The main impact has been the reduction of Capital Grant income due to delays in completing grant funded projects and the corresponding deferral of the income received until such time that Council has satisfied the performance obligations contained in the funding agreement.

Balance Sheet

The Balance Sheet of Council continues to remain in a financially health position with current assets 2.4 times current liabilities. Strong reserves are set aside to pay for the \$21.14 million dollars of budgeted capital works for 2022/23.

Cash Flow

The cash position of Council continues to remain strong. As at 31 March, Council held \$59.3 million in Cash and Term Deposits.

Capital Expenditure

The proposed capital works forecast for March 2023 is \$21.14 million compared to the Adopted December 2022 Quarterly Forecast of \$25.71 million. Year to date spend at the end of March 2023 is \$9.9 million with a further \$12.11 million in outstanding commitments.

2. Conflict of interest declaration

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

3. Background and Context

The quarterly budget review mandated under Section 97 of the *Local Government Act 2020* (the Act). The Act requires that at least every three months the Chief Executive Officer must ensure a statement comparing the budgeted revenue and expenditure for the financial year with actual revenue and expenditure to date presented to Council.

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QUARTERLY BUDGET REVIEW - MARCH 2023
(cont'd)

Issues

Carried Forward Capital Works

Council's capital works need to be managed prudently to strengthen Council's financial position and ensure Council meets all the low risk financial sustainability indicators as specified by the Victorian Auditor-General's Office.

Delivery of the 2022/23 capital works program continue to be hampered by a combination of adverse factors including availability of contractors, internal resources and construction materials (in particular concrete pipes). With the adverse weather conditions experienced in the first half, delays to some projects have occurred in 2022/23 and these projects have been carried forward into the 2023/24 financial year.

Grant Income

Council has a significant level of government grants. These grants underpin several capital works projects and operating programs, all of which are of importance to the Moira community. Operating grants for 2022/23 total \$12.88 million and capital grants \$6.37 million.

It is forecasted that capital grant receipts totalling \$6.90 million will be held in Unearned Income as at 30 June 2023. This amount represents capital grants which have been received but the performance obligations under the funding agreement have not been satisfied.

5. Strategic Alignment

Council Plan

5. Transparent and accountable
governance

Performance Reporting Policy
Public Transparency Policy

6. Internal & External Engagement

Internal Executive Leadership Team
 All Managers
External Not Applicable

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QUARTERLY BUDGET REVIEW - MARCH 2023
(cont'd)

Budget / Financial Considerations

7.1 Summary of changes to projected operating result for the 2022/23 financial year

The surplus for the Proposed March 2023 Forecast expected to be \$817,566 – a decrease of \$2,137,949 compared to the Approved December 2022 Forecast surplus of \$2,955,515.

Approved Dec 2022 vs Proposed Forecast Mar 2023	(Favourable) / Unfavourable \$
Approved December 2022 Forecast Surplus	(2,955,515)
Rates and charges	(12,918)
Statutory fees and fines	31,500
User fees	35,682
Grants - operating	(760,818)
Grants - capital	2,815,286
Contributions - monetary	(191,171)
Other income	(165,148)
Employee Costs	(43,132)
Materials & services	
- <i>Materials & consumables</i>	121,384
- <i>Contract services</i>	212,234
Other expenditure	95,050
Proposed December 2022 Forecast Surplus	(817,566)

The major reasons for the decrease in the surplus are as follows:

- a) **Rates and charges** – Increased income from 2022/23 supplementary charges for kerbside garbage, recycling and organic services (\$13k).
- b) **Statutory fees and fines** – Decreased income from Building Control Fees \$50k offset by increased income from town planning subdivision fees (\$14k) and Local Law fines (\$4k).
- c) **User fees** – Decreased income from rents on Council’s Microwave Towers \$40k due to budgeting error offset by additional income from Vaccination charges (\$4k).
- d) **Grants - operating** – Increase in grant income from claims under the Disaster Recovery Funding Arrangements (\$664k), a grant for Landfill gate fees waived for flood impacted waste disposal (\$47k) and a new State Government grant for a Business Process Mapping & Improvement project (\$50k).
- e) **Grants – capital** – Decrease in grant receipts for Cobram Township Flood Levee \$500k, Upper Broken and Boosey Regional Flood Study \$180k, Pasley Street Bundalong Drainage \$20k, Cobram East Drainage \$770k, Paterson & Russell Street Numurkah Drainage \$400k, Tungamah Equestrian Arena \$350k, Apex Park Cobram \$720k, Yarrowonga Public Toilet \$175k, Woods Road Yarrowonga Kerb & Channel \$350k and Yarrowonga Aerodrome Taxiway Compliance \$300k. These are offset by recognition of income for completed

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projects at Yarrowonga Boat Ramp (\$750k), Cobram EV charging point (\$50k), MVH and Silverwoods Boulevard Shared Path (\$150k).

- f) **Contributions – monetary** – Increased income received from developer contributions to Open Space Reserve (\$80k), and recognition of contributions to the Tungamah Recreation Reserve Change Rooms (\$13k) and Everist Street Yarrowonga Road, Kerb and Channel works (\$98k).
- g) **Other income** – Increased income from Interest on Investments (\$150k) and employer incentive programs (\$15k).
- h) **Employee costs** – Savings from reduced External Employee contractors (\$15k) and training and conference costs (\$8k) offset by a transfer of budget from employee costs to contract services for additional IT support resulting from an unfilled position (\$20k).
- i) **Materials and consumables** – Increase driven by materials and consumables costs incurred over the last quarter on the October 2022 Flood response \$121k.
- j) **Contract services** – Increased contractor costs incurred over the last quarter on the October 2022 Flood response \$212k, this was primarily costs associated with emergency road repairs.
- k) **Other expenses** – Increased costs of Independent Administrator \$220k offset by reduced Councillor allowance and travel reimbursement costs (\$125k).

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QUARTERLY BUDGET REVIEW - MARCH 2023
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7.2 Income Statement

Income Statement	Adopted Budget 2022/23	YTD Actuals 2022/23	Approved Forecast Dec 2022	Proposed Forecast Mar 2023	Approved Dec 2022 vs Proposed Forecast Mar 2023
Income					
Rates and charges	(42,400,046)	(42,420,588)	(42,526,675)	(42,539,593)	(12,918)
Statutory fees and fines	(1,634,000)	(1,232,104)	(1,742,799)	(1,711,299)	31,500
User fees	(2,230,612)	(1,667,063)	(2,261,511)	(2,225,829)	35,682
Grants - operating	(10,509,752)	(4,760,870)	(12,117,857)	(12,878,675)	(760,818)
Grants - capital	(19,825,140)	(933,666)	(9,187,956)	(6,372,670)	2,815,286
Contributions - monetary	(175,000)	(195,571)	(120,095)	(311,266)	(191,171)
Contributions - non-monetary	(500,000)	-	(500,000)	(500,000)	-
Net gain on disposal of property,	(66,959)	(497,971)	(84,375)	(84,375)	-
Other income	(898,820)	(676,286)	(1,108,648)	(1,273,796)	(165,148)
Income Total	(78,240,329)	(52,384,118)	(69,649,916)	(67,897,503)	1,752,413
Expenditure					
Employee costs	25,470,618	15,703,184	24,925,781	24,882,649	(43,132)
Materials & services					
- <i>Materials & consumables</i>	16,728,101	11,652,703	17,938,050	18,059,434	121,384
- <i>Contract services</i>	7,427,155	5,614,017	9,280,472	9,492,706	212,234
- <i>Utilities</i>	1,173,640	680,937	1,181,728	1,181,728	-
Depreciation and amortisation	12,141,921	8,613,000	12,136,066	12,136,066	-
Bad and doubtful debts	15,000	-	15,000	15,000	-
Borrowing costs	11,610	10,754	11,610	11,610	-
Finance costs - leases	133,523	78,542	135,236	135,236	-
Share of Net Loss of Associated Entity	10,000	-	10,000	10,000	-
Other Expenses	1,065,436	348,350	1,060,458	1,155,508	95,050
Expenditure Total	64,177,004	42,701,486	66,694,401	67,079,937	385,536
Operating Result	(14,063,325)	(9,682,632)	(2,955,515)	(817,566)	2,137,949

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QUARTERLY BUDGET REVIEW - MARCH 2023
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7.3 Balance Sheet

	Proposed Forecast Mar 2023	Actuals Mar 2023 YTD	Variance Mar 2023 YTD
Balance Sheet			
Current Assets	61,488,000	72,154,803	10,666,803
Non-Current Assets	669,987,058	607,912,961	(62,074,097)
Total Assets	731,475,058	680,067,764	(51,407,294)
Current Liabilities	18,764,000	20,153,139	1,389,139
Non-current Liabilities	13,881,000	13,301,801	(579,199)
Total Liabilities	32,645,000	33,454,940	809,940
Net Assets	698,830,058	646,612,824	(52,217,234)
Equity	698,830,058	646,612,824	(52,217,234)

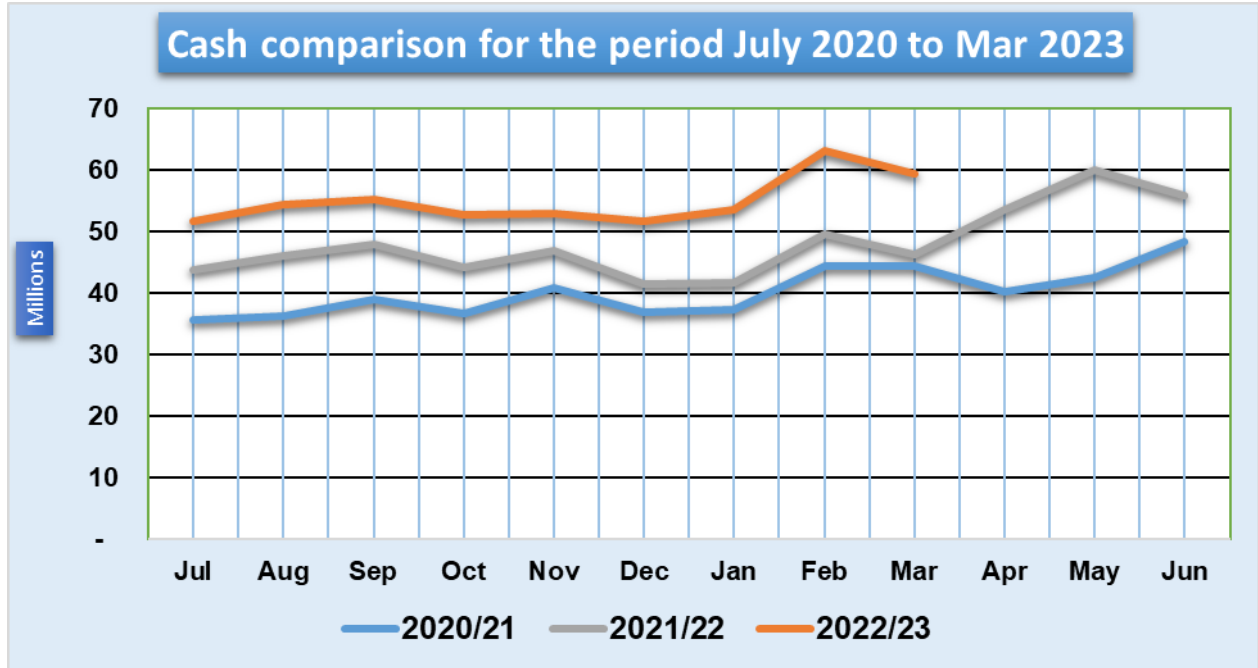
- a) **Current Assets** – As at 31 March 2023, \$11.34 million in Rates and Fire Services Levy debtors remain outstanding, the final payment due date for quarterly payments is 28 May 2023. As capital projects are further progressed over the remainder of the financial year, Council will see a reduction in cash held in reserve and an increase in Non-Current Assets.
- b) **Non-Current Assets** – The March 2022/23 Proposed Reforecast allows for an estimated \$48 million revaluation increment of Land and Buildings.
- c) **Current Liabilities** – As at 31 March 2023 there is \$8.81 million in unrecognised grant income which is \$1.31 million higher than budgeted. This is mainly due to Council receiving \$2.38 million funding from the Commonwealth Government for the Numurkah Flood Mitigation Project.
- d) **Non-Current Liabilities** – The March 2022/23 Proposed Reforecast has removed the Interest-bearing loans and borrowings of \$7.2 million, which was expected to be drawn down by 30 June 2023. Delays in commencing the Yarrawonga Library and the Yarrawonga Multi Sports Stadium projects has meant the loans are not expected to be drawn in the 2022/23 financial year.

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7.4 Cash Flow



The balance of Cash and cash equivalents at 30 June 2023 proposed to be \$56 million.

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QUARTERLY BUDGET REVIEW - MARCH 2023
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7.5 Statement of Capital Works - Proposed March 2023 Forecast

Capital Works	Adopted Budget 2022/23	YTD Actuals 2022/23	Approved Forecast Dec 2022	Proposed Forecast Mar 2023
Property				
Land improvements (incl land development)	5,795,990	178,235	1,110,436	1,357,734
Buildings	22,334,082	2,225,764	6,452,827	4,159,750
Total property	28,130,072	2,403,999	7,563,263	5,517,484
Plant and equipment				
Plant, machinery and equipment	2,390,010	704,849	2,370,010	2,370,010
Fixtures, fittings and furniture	-	780	780	780
Computers and telecommunications	139,653	-	139,653	64,000
Total plant and equipment	2,529,663	705,629	2,510,443	2,434,790
Infrastructure				
Roads	8,121,431	2,473,213	5,531,360	5,255,067
Bridges	2,918,280	125,462	307,303	295,928
Footpaths and cycleways	1,315,883	608,284	1,281,305	1,227,113
Drainage	5,189,052	1,282,677	2,885,759	2,274,752
Kerb and channel	1,242,539	377,620	1,102,539	681,941
Recreational, leisure and community facilities	3,367,979	1,666,925	3,839,015	2,767,903
Waste management	-	39,138	287,265	287,265
Parks, open space and streetscapes	492,709	19,191	74,709	74,709
Aerodromes	390,600	53,470	128,013	128,013
Other infrastructure	182,636	155,362	197,636	197,636
Total infrastructure	23,221,109	6,801,342	15,634,904	13,190,327
Total capital works expenditure	53,880,844	9,910,969	25,708,610	21,142,601

Outstanding commitments	12,105,804
Total YTD Actuals plus commitments	22,016,774

*Total Adopted Budget Capital Works includes capital works carried over from previous years.

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QUARTERLY BUDGET REVIEW - MARCH 2023
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7.6 Proposed budget amendments to capital works for the 2022/23 financial year

Capital Works Project	Comment	Budget Impact \$(000s)
Capital Budget Reductions		
Yarrowonga Library	Project delayed carried forward to 2023/24 financial year	(1,944)
Apex Park Cobram - Car Park & Landscaping	Project delayed carried forward to 2023/24 financial year	(644)
Woods Road Yarrowonga - Kerb & Channel	Project delayed carried forward to 2023/24 financial year	(421)
Tungamah Equestrian Arena	Project delayed carried forward to 2023/24 financial year	(288)
Public Toilets Renewal Program	Project for Waaia Public Toilet delayed carried forward to 2023/24 financial year	(261)
Everist Street Yarrowonga - Road and Kerb & Channel Reconstruction	Project completed, project saving	(226)
Numurkah Flood Mitigation	October 2022 flood event delayed start of design elements of project carried forward to 2023/24	(219)
Yarrowonga Public Toilet JC Lowe Precinct	Project delayed carried forward to 2023/24 financial year	(175)
Karook St Cobram (Scott Res) Drainage	Project delayed carried forward to 2023/24 financial year	(147)
Fenced Off-Leash Dog Parks	Project delayed carried forward to 2023/24 financial year	(125)
Bundalong Drainage Overland Flow Path	Project delayed carried forward to 2023/24 financial year	(95)
Cobram CBD Footpath Renewal	Project completed, project saving	(82)
Yarrowonga North & South Outfall Relining	Redesign of specifications allows project to be completed at lower cost	(80)
Yarrowonga Wetlands and Marine Parade Drainage	Project delayed carried forward to 2023/24 financial year	(79)
Numurkah Flood Warning Facilities	No further works project savings	(76)
Upper Broken & Boosey Regional Flood Study	Project delayed carried forward to 2023/24 financial year	(70)
Culvert Renewal Program	2022/23 program completed, program savings	(67)
Scott Reserve Cobram	Project delayed design costs to be carried forward to 2023/24 financial year	(58)
Bundalong - Pasley Street Drainage	Project delayed carried forward to 2023/24 financial year	(57)

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Capital Works Project	Comment	Budget Impact \$(000s)
Cobram East Drainage Plan	Project delayed carry forward to 2023/24 financial year	(56)
Stormwater Pipe Relining Program	2022/23 program completed, program savings	(50)
Nathalia West Drainage Upgrade	Project completed, project saving	(43)
Cobram East Levee	Project delayed design costs to be carried forward to 2023/24 financial year	(42)
Drainage Pipe and Pit Renewal Program	2022/23 program completed, program savings	(39)
Stormwater Pump Infrastructure - Generator Back-up	Project completed, project saving	(36)
Botts Rd & MVH Yarrowonga Intersection Works	Project delayed with design to be contracted, design costs to be carried forward to 2023/24 financial year.	(22)
Wrights Bridge Road Intersection Realignment	Project completed, project saving	(20)
Bourkes Bridge Renewal	Successful grant funding allows for project timing to be extended, design costs to be carried forward to 2023/24 financial year	(18)
Botts Road Yarrowonga - Shared Pathway	Project completed, project saving	(18)
Bartrops Bridge (Griffiths Lane) Renewal	Successful grant funding allows for project timing to be extended, design costs to be carried forward to 2023/24 financial year	(17)
Drainage Pits Renewal Program	2022/23 program completed, program savings	(17)
Woodlands Park Yarrowonga Road Upgrade	Project delayed design costs to be carried forward to 2023/24 financial year	(14)
Katunga Recreation Reserve - Change Rooms	Project still subject to successful funding, design costs carried forward to 2023/24 financial year	(14)
Cemetery Bridge Nathalia Pedestrian Access	Grant funding unsuccessful, project abandoned	(13)
Drainage Pipe Renewal Program	2022/23 program completed, program savings	(13)
Nathalia Netball Court Renewal	Project completed, project saving	(13)
Levee Bank Renewal program	2022/23 program completed, program savings	(13)
Paterson Street Numurkah Drainage Site Renewal	Project delayed carried forward to 2023/24 financial year	(6)
Raw Water Pumps Renewal Program	2022/23 program completed, program savings	(2)

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QUARTERLY BUDGET REVIEW - MARCH 2023
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Capital Works Project	Comment	Budget Impact \$(000s)
Capital Budget Increases		
Yarrawonga Boat Ramp	LRCIP Phase 2 project delayed, extension of project completion time by grant funding body	590
Manifold & Harcourt Streets Nathalia Drainage	Project cost overrun, initial project estimates significantly exceeded	172
Yarrawonga Multisport Stadium	Project previously carried forward to 2023/24 financial year, transfer back further development	99
Bridges Renewal Program	Project overrun delayed from 2021/22 program	37
MV Hwy Shared Path - Botts - Silverwoods Boulevard	Project cost overrun on LRCIP Phase 2 project delayed by October 2022 rain event	36
Building Emissions Reduction Plan	Increased project costs due to receipt of increased grant funding	32
Cobram Sports Stadium - Air Conditioning	Project cost overrun	9
Asset Rationalisation Program	Project cost overrun	9
Footpath Renewal Program	Project cost overrun	8
Naring Road & Numurkah Road Intersection	Project cost overrun	6
Punt Road Cobram Kindergarten Extension	Project cost overrun	6
Botts Road MVH Culvert Upgrade	Project cost overrun	4
Yarrawonga Depot Renewal	Project cost overrun	3
Total Capital Works Budget Amendments		(4,566)

FILE NO:
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.1.2

QUARTERLY BUDGET REVIEW - MARCH 2023
(cont'd)

7.7 Financial Performance Measures

Dimension/indicator /measure	Results 2020	Results 2021	Results 2022	Budget 2022/23	Sep 2022 Review	Dec 2022 Review	Mar 2023 Review
Efficiency							
Expenditure level							
Expenses per property assessment [Total expenses / Number of property assessments]	\$3,369	\$3,288	\$3,280	\$3,517	\$3,588	\$3,680	\$3,698
Revenue level							
Average rate per property assessment [General rates and Municipal charges / Number of property assessments]	\$1,673	\$1,732	\$1,761	\$1,800	\$1,811	\$1,810	\$1,808
Liquidity							
Working capital							
Current assets compared to current liabilities [Current assets / Current liabilities] x100	337.56%	259.88%	346.04%	323.80%	259.89%	258.96%	244.84%
Unrestricted cash							
Unrestricted cash compared to current liabilities [Unrestricted cash / Current liabilities] x100	265.77%	208.08%	285.73%	265.15%	228.16%	228.80%	214.68%
Obligations							
Loans and borrowings							
Loans and borrowings compared to rates [Interest bearing loans and borrowings / Rate revenue] x100	3.93%	2.23%	1.97%	19.07%	19.02%	19.01%	1.20%
Loans and borrowings repayments compared to rates [Interest and principal repayments on interest bearing loans and borrowings / Rate revenue] x100	2.88%	1.80%	1.64%	2.59%	2.31%	2.31%	0.78%
Indebtedness							
Non-current liabilities compared to own source revenue [Non-current liabilities / Own source revenue] x100	31.23%	30.30%	28.94%	44.14%	42.98%	42.79%	42.61%
Asset renewal and upgrade							
Asset renewal and upgrade compared to depreciation [Asset renewal and upgrade expense / Asset depreciation] x100	78.74%	100.48%	106.15%	148.28%	134.35%	127.59%	138.51%
Operating position							
Adjusted underlying result							
Adjusted underlying surplus (or deficit) [Adjusted underlying surplus (deficit) / Adjusted underlying revenue] x100	1.92%	2.91%	11.48%	(6.46)%	(6.62)%	(6.62)%	(10.42)%
Stability							
Rates concentration							
Rates compared to adjusted underlying revenue [Rate revenue / Adjusted underlying revenue] x100	62.39%	65.02%	60.55%	70.34%	68.86%	67.12%	69.09%
Rates effort							
Rates compared to property values [Rate revenue / Capital improved value of rateable properties in the municipality] x100	0.59%	0.58%	0.53%	0.43%	0.43%	0.43%	0.43%

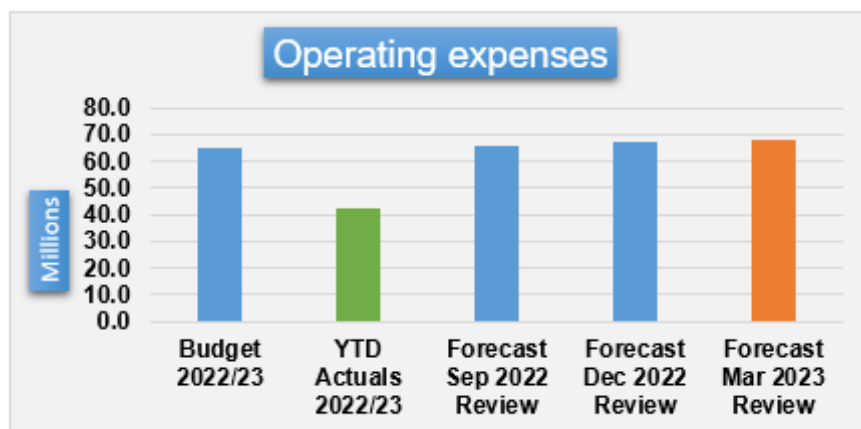
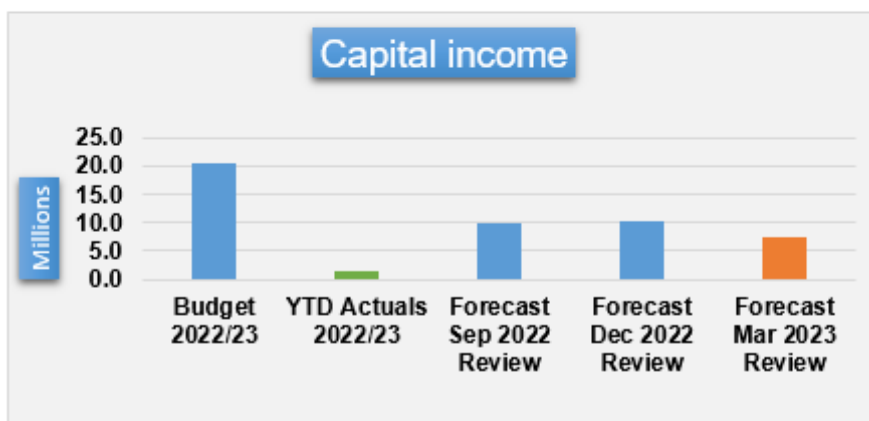
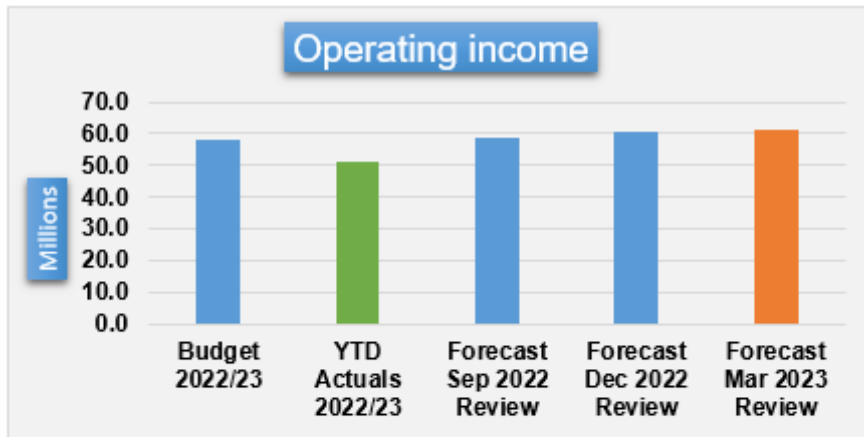
* The Loans and Borrowings measures reduced in Mar 2023 review due to delays in commencing the Yarrowonga Library and the Yarrowonga Multi Sports Stadium projects. Drawdown of TCV Community Infrastructure Loans [Approved by Council] to occur in 2023/24 financial year.

FILE NO:
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.1.2

QUARTERLY BUDGET REVIEW - MARCH 2023
(cont'd)

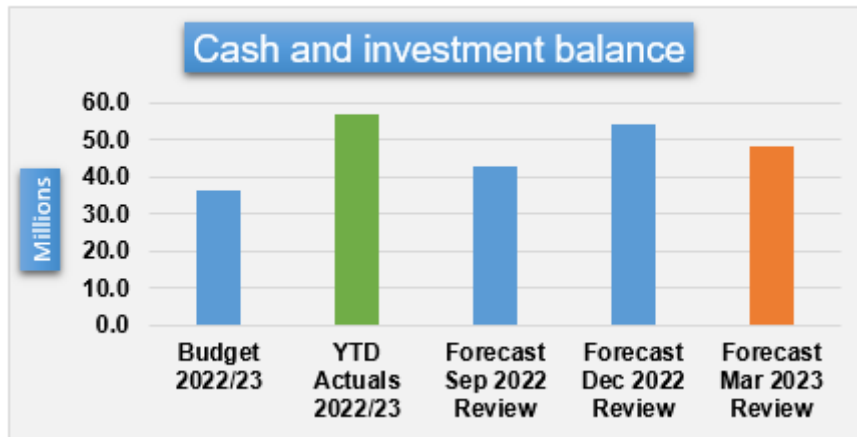
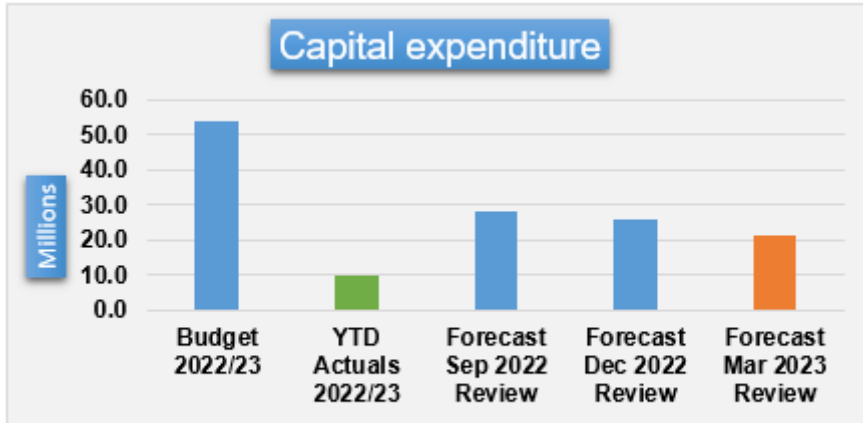
7.9 Financial Indicators



FILE NO:
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.1.2

QUARTERLY BUDGET REVIEW - MARCH 2023
(cont'd)



7.

FILE NO:
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.1.2

QUARTERLY BUDGET REVIEW - MARCH 2023
(cont'd)

Environmental Upgrade Agreement (EUAs) - Quarterly Performance Reporting

This report provides an update on the Environmental Upgrade Agreements involving Council, as required by Section 181G of the *Local Government Act 1989*.

EUAs provide a mechanism to assist business located within Moira Shire to fund works that improve the energy, water or environmental efficiency or sustainability of a building on their rateable land.

Under a EUA, councils administer the recovery of the EUA charges and transfer the funds to the funding body. Council does not provide funding or assume financial risk.

Councils are required to report quarterly on the performance of EUAs involving council.

Reporting requirement	Status as at 31 March 2023
a) Each environmental upgrade agreement entered into in the last quarter, and the rateable land to which the agreement relates	No new agreements were entered into during the reporting period
b) Each environmental upgrade charge approved in respect of the agreements referred to in paragraph (a), and the value of the charges	No new agreements were entered into during the reporting period
c) The total number of environmental upgrade charges in operation in the last quarter;	5
d) The total value of all environmental upgrade charge payments that have fallen due and have not been paid;	Nil
e) The total value of all environmental upgrade charge payments that are yet to fall due.	\$3,360,931

8. Risk Mitigation

There are no risks issues to consider with this report.

9. Conclusion

The projected cash position is \$56 million as at 30 June 2023.

An operating surplus of \$0.82 million forecast as at 30 June 2023.

A forecast total 2022/23 capital works program of \$21.14 million.

Attachments

Nil

FILE NO:
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.1.3
(FINANCE MANAGER, BEAU MITTNER)
(CHIEF FINANCE OFFICER, MATT JARVIS)

CONTRACTS AWARDED UNDER DELEGATION REPORT

Recommendation

That Council note the report on contracts awarded under delegation for the first three quarters of the 2022/2023 financial year.

1. Executive Summary

Council's *Instrument of Delegation to the Chief Executive Officer* was adopted on 27 October 2021 which provides a delegation to the CEO to award contracts up to the value of \$350,000.

The Procurement Policy (adopted 27 October 2021) requires purchases between \$150,001 (exc GST) and \$350,000 (exc GST) to follow an advertised RFQ (Request for Quote) process.

This report lists all contracts awarded under delegation for the first quarter of the 2022/2023 financial year.

2. Conflict of interest declaration

There are no office conflict of interest considerations.

3. Background & Context

In accordance with Section 108 of the *Local Government Act 2020*, Council adopted a Procurement Policy ('Policy') on 27 October 2021. One of the Policy's objectives is to achieve an outcome of 'High standards of probity, transparency, accountability and risk management'.

Council's Instrument of Delegation to the Chief Executive Officer was also adopted on 27 October 2021 which confirms a delegation to the CEO to award contracts up to the value of \$350,000.

Appendix A of the Policy requires purchases between \$150,001 (exc GST) and \$350,000 (exc GST) to follow an advertised RFQ (Request For Quote) process.

The below table lists the contracts awarded under delegation since 1 July 2022 to 31 March 2023.

Contract No.	Contract Details	Value exclusive of GST	Awarded to
C018/22	Construction of Shared Footpath Murray Valley Highway Yarrowonga	\$145,884.15	O'Loughlin Excavation July 2022
C006/22	Provision of Security Services for Council Buildings & Assets in Cobram and Yarrowonga	\$25,218.78 p.a.	Premier Protection Services (Australia) Pty Ltd
C012/22	EV Charger Station Supply & Installation – Federation Park Cobram	\$50,729.99	Cobram Electrical & Data Pty Ltd
C021/22	Workplace Health & Wellbeing Program (3 years)	\$230,880	Align Work Health Pty Ltd
C022/22	Supply and Delivery of One (1)	\$209,000	JCB Ballarat

FILE NO:
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.1.3
(FINANCE MANAGER, BEAU MITTNER)
(CHIEF FINANCE OFFICER, MATT JARVIS)

CONTRACTS AWARDED UNDER DELEGATION REPORT (cont'd)

	Backhoe Loader		
C023/22	Supply and Deliver of One (1) 3m3 Extra Cab Tip Truck	\$122,541.07	Daimler Trucks Laverton
C028/22	Kerb & Channel and Footpath Works, Bolts Road, Yarrawonga	\$286,395.33	Miller Pipe & Civil Pty Ltd

4. Issues

No issues were raised within the contracts awarded under delegation.

5. Strategic Alignment

Council Plan

5. Transparent and accountable
governance

This report details the advertised RFQs that have been awarded or renewed under delegated authority. Under the Strategic Objective Pillar 5, communicating decisions made under delegation allows for greater transparency.

6. Internal & External Engagement

Internal and External Consultation was not required.

7. Budget / Financial Considerations

The Instrument of Delegation to the Chief Executive Officer includes a delegation to award a contract for goods and services or works to \$350,000 excluding GST.

8. Risk & Mitigation

The Procurement Policy provides guidance to the entire organization in regard to procurement and is therefore a critical component of Council's overall risk management framework.

The Instrument of Delegation to the Chief Executive Officer supports Council's management of business risks and commitment to good governance.

9. Conclusion

This report details the advertised RFQs that have been awarded or renewed under delegated authority for the first three quarters of the 2022/2023 financial year.

Attachments

Nil

FILE NO: F13/771
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.1.4
(PROPERTY ADMINISTRATION OFFICER,
LYNDA TINKER)
(CHIEF FINANCE OFFICER, MATT JARVIS)

RECOVERY OF UNPAID COUNCIL RATES AND CHARGES

Recommendation

That Council approve the commencement of legal proceedings in accordance with Section 181 of the *Local Government Act 1989* and Section 114 of the *Local Government Act 2020* on five properties detailed within this report.

1. Executive Summary

It is recommended that legal proceedings commence to sell 5 properties as detailed in the body of this report for the purpose of recovering unpaid Council rates and charges in accordance with Section 181 of the *Local Government Act 1989* and Section 114 of the *Local Government Act 2020*.

All other avenues of collection have been exhausted; the use of Section 181 of the Act is considered a last resort.

Often communication by Council of the intention to sell generates payment of the rates avoiding the sale of property from occurring.

2. Conflict of interest declaration

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

3. Background & Context

All of the properties referred to in the recommendation have a significant amount of arrears outstanding for previous financial years. This is detailed on the following pages.

In accordance with Section 181 of the *Local Government Act 1989* (the Act) Council may sell the properties for an amount equal to or more than the estimated value of the land as set out in a written valuation of the land by a valuer to recover unpaid rates or charges (including enforcement costs and interest) that is more than 3 years overdue in respect of any rateable land. All other avenues of collection have been exhausted, the use of Section 181 of the Act is considered a last resort. Previous experience has shown moving to this final step sees ratepayers clearing the outstanding rates or the mortgagee paying the debt avoiding the need for a sale of the property.

From 20 June 2023, the *Local Government Legislation Amendment (Rating and Other Matters) Act 2022* will commence operation which restricts councils from issuing legal proceedings for an unpaid rate or charge that was subject to a payment plan unless it has been at least 24 months since the plan was cancelled. Legal proceedings also cannot be issued unless the Council, in writing, notifies the person liable to pay the rate or charge of the arrears and advises the person of the payment options available including deferrals and payment plans. Post 20 June 2023, councils may have to wait for the 24 month period to elapse before outstanding rates can be recovered under the Act.

FILE NO: F13/771
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.1.4
(PROPERTY ADMINISTRATION OFFICER,
LYNDA TINKER)
(CHIEF FINANCE OFFICER, MATT JARVIS)

RECOVERY OF UNPAID COUNCIL RATES AND CHARGES (cont'd)

Property One – Pelluebla

The property being Crown Allotment 9 & Crown Allotment 10 Section D in the Parish of Pelluebla has rate arrears of **three years** amounting to \$10,170.42 with no payments being received since 8 March 2021.

The property is a rental property.

Council's debt collection agency, Midstate Credit Collect has made numerous attempts to contact the owner in order to discuss payment arrangement options but have been unsuccessful in this endeavour.

Council must have a Court order requiring the payment of the amount (or part of the amount). Judgment was entered against the owner on 7 November 2022.

The title search on the property indicates that there is a mortgage on the property to a family member of the property owner.

Property Two – Koonoomoo

The property being Lot 1 TP606711 has rate arrears of **three years** amounting to \$6,959.13 with no payments being received since 6 May 2019.

The property is farm land with a packing shed.

Council's debt collection agency, Midstate Credit Collect has made numerous attempts to contact the Executor of the deceased ratepayer in order to discuss payment arrangement options but have been unsuccessful in this endeavour.

Council must have a Court order requiring the payment of the amount (or part of the amount). Judgment was entered against the Executor of the deceased estate on 10 January 2023.

The title search on the property indicates that there is no mortgagee.

Property Three – Wunghnu

The property being Lot 1 TP384982 has rate arrears of **five years** amounting to \$12,555.77 with no payments being received since the owner purchased the property on 11 May 2017.

The property is currently occupied by the owner.

Council's debt collection agency, Midstate Credit Collect has made numerous attempts to contact the owner in order to discuss payment arrangement options but have been unsuccessful in this endeavour.

Council must have a Court order requiring the payment of the amount (or part of the amount). Judgment was entered against the owner on 12 June 2019.

The title search on the property indicates that there is no mortgagee.

FILE NO: F13/771
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.1.4
(PROPERTY ADMINISTRATION OFFICER,
LYNDA TINKER)
(CHIEF FINANCE OFFICER, MATT JARVIS)

RECOVERY OF UNPAID COUNCIL RATES AND CHARGES (cont'd)

Property Four – Picola

The property being Crown Allotments 4B, 4C, 5 and 5B Section 3 in the Parish of Narioka has rate arrears of **three years** amounting to \$8,213.50 with no payments being received with no payments being received since 4 March 2022.

The property is currently occupied by the owner.

Council's debt collection agency, Midstate Credit Collect has made numerous attempts to contact the owner in order to discuss payment arrangement options but have been unsuccessful in this endeavour.

Council must have a Court order requiring the payment of the amount (or part of the amount). Judgment was entered against the owner on 11 March 2022.

The title search on the property indicates that there is no mortgagee.

Property Five – Katamatite

The property being Plan of Consolidation 365039 has rate arrears of **six years** amounting to \$15,694.89 with no payments being received since 1 July 2019.

The property is currently occupied by the owner.

Council's debt collection agency, Midstate Credit Collect has made numerous attempts to contact the owner in order to discuss payment arrangement options but have been unsuccessful in this endeavour.

Council must have a Court order requiring the payment of the amount (or part of the amount). Judgment was entered against the owner on 29 September 2022.

The title search on the property indicates that there is no mortgagee.

4. Issues

Properties three, four and five are all owner occupied.

5. Strategic Alignment

What strategy does the subject matter relate to?

Council Plan

5. Transparent and accountable governance

5.01 – the sale of the properties in question will enable Council to be financially viable long term while also ensuring fairness and equity to all ratepayers who have paid their rates or contacted council to arrange payment plans or deferrals.

FILE NO: F13/771
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.1.4
(PROPERTY ADMINISTRATION OFFICER,
LYNDA TINKER)
(CHIEF FINANCE OFFICER, MATT JARVIS)

RECOVERY OF UNPAID COUNCIL RATES AND CHARGES (cont'd)

6. Internal & External Engagement

Engagement	Feedback
Internal	Not applicable
External	External consultation will involve the appropriate advertisements placed in the local newspaper as well as The Age national newspaper to sell the properties upon a decision to proceed in accordance with Section 181 of the <i>Local Government Act 1989 sub section 5</i> and Section 114 of the <i>Local Government Act 2020 sub section 2</i>

7. Budget / Financial Considerations

Recovery of the unpaid Council rates and charges total \$55,782.74 plus associated sale expenses and legal fees for the properties. The rates and associated interest outstanding for the current 2022 – 2023 financial year of \$19,803.31 would also be paid upon settlement if the properties were sold at auction.

Surplus funds after all rates and charges and recoverable costs are deducted, subject to the requirements of section 181 of the *Local Government Act 1989*, are distributed to persons who have an estate or interest in the land.

8. Risk & Mitigation

Risk	Mitigation
Financial - properties in question does not sell	Further financial loss for Council from the auction and/or sale fees and charges. Council does have the option under the Act to acquire the property in its own right.
Reputational – disgruntled property owner/s	Council's reputation may be damaged as a result of bad publicity from the sale of the properties, particularly those that are owner occupied.
Legislative Compliance	Section 181 of <i>Local Government Act 1989</i> Section 114 of <i>Local Government Act 2020</i>

9. Conclusion

It is recommended that Council commence legal proceedings to sell the five properties as mentioned in the recommendation for the purpose of recovering unpaid Council rates and charges in accordance with Section 181 of the *Local Government Act 1989* and Section 114 of the *Local Government Act 2020*.

Attachments

Nil

FILE NO:
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.2.1
(SENIOR GOVERNANCE OFFICER, NANCY
MUSTICA)
(ACTING DIRECTOR CORPORATE
GOVERNANCE AND PERFORMANCE,
AMANDA CHADWICK)

APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER

Recommendation

That Council appoint Joshua Lewis as the Acting Chief Executive Officer of Moira Shire Council from 29 April 2023 to 31 May 2023.

1. Executive Summary

Moira Shire Council's Chief Executive Officer (CEO) is currently on extended leave and as a result Council is required by the *Local Government Act 2020* to appoint an Acting Chief Executive Officer. It is recommended that Council extends the current Acting CEO arrangement with Joshua Lewis until 31 May 2023.

2. Conflict of interest declaration

There is no officer conflict of interest considerations.

3. Background & Context

On 10 March 2023 the Chief Executive Officer commenced a period of leave and appointed Joshua Lewis as the Acting Chief Executive Officer until 31 March 2023. Council then extended the appointment of Joshua Lewis as the Acting Chief Executive Officer from 1 April 2023 for a period of 28 days.

The Instrument of Delegation to the Chief Executive Officer allows the CEO to appoint an Acting Chief Executive Officer for a period not exceeding 28 days, therefore a Council resolution is required to extend the appointment of Joshua Lewis as Acting Chief Executive Officer for a further period.

4. Issues

A Council resolution is required to appoint an Acting Chief Executive Officer for a period greater than 28 days.

Section 44(5) of the *Local Government Act 2020* states that the Acting Chief Executive Officer is a member of staff.

5. Strategic Alignment

Council Plan

5. Transparent and accountable governance

FILE NO:
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.2.1
(SENIOR GOVERNANCE OFFICER, NANCY
MUSTICA)
(ACTING DIRECTOR CORPORATE
GOVERNANCE AND PERFORMANCE,
AMANDA CHADWICK)

APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER (cont'd)

6. Internal & External Engagement

Internal consultation was held with the Director Corporate, Governance and Performance and Governance Team.

7. Budget / Financial Considerations

The Acting Chief Executive Officer salary will be paid from the existing budget. There are no significant budgetary impacts as a result of this appointment.

8. Risk & Mitigation

Risk	Mitigation
Financial	Covered in existing budget
Economic (regional context or broader economic impact)	n/a
Environmental	n/a
Reputational	n/a
Legislative Compliance	Compliance with <i>Local Government Act 2020</i>

9. Conclusion

Under the *Local Government Act 2020* Council must appoint an Acting Chief Executive Officer where the period required exceeds 28 days, as delegated to the CEO.

Attachments

Nil

FILE NO:
1. A WELCOMING AND INCLUSIVE PLACE

ITEM NO: 10.3.1
(CASUAL ADMINISTRATION SUPPORT OFFICER, MELODIE HAWKINS)
(ACTING DIRECTOR SUSTAINABLE COMMUNITIES JANET MARTIN)

COMMUNITY STRENGTHENING GRANTS PROGRAM - MAJOR GRANTS - ROUND 1 - 2022/23

Recommendation

That Council fund seven projects totalling \$48,363 under the Community Strengthening Grants Program - Major Grants - Round 1 - 2022/23.

1. Executive Summary

The 2022/23 Community Strengthening Grants (CSG) program has a total budget of \$185,000 and is offered via five streams:

1. Major up to \$10,000 (up to two rounds per annum);
2. Quick Response up to \$1,000 (always open);
3. Quick Response up to \$5,000 (always open)
4. Coronavirus Community Recovery Grants up to \$2,500 (one round); and
5. Triennial Grants

To date we have currently distributed a total of \$49,475 through the CSG program. Details of allocations are as follows:

Stream	Applications Received	Successful Applications	Amount Allocated
Major*	1	1	\$11,000
Quick Response	24	18	\$33,490
Coronavirus Community Recovery	5	2	\$4,985
Total	30	21	\$49,475

**Council approved in previous financial year, however due to internal delays the payment was not made until this financial year.*

Round One of the 2022/23 CSG Major Grant rounds was open for applications via Smarty Grants between January and March 2022. Council received 11 applications in this current round. Seven of the applications passed the pre-eligibility stage and progressed to assessment. Following assessment, seven are recommended for funding at a total cost of \$48,363.

2. Conflict of interest declaration

No conflicts of interest were declared by assessment panel members or the authors of this report,

3. Background & Context

The current CSG round was open for six weeks between January and March 2023. All submissions were evaluated in accordance with the CSG Policy, adopted in November 2022. The assessment panel comprised of three Council Officers from the Community Wellbeing, Health and Culture, Economic Development and Parks, Recreation and Facilities Departments.

FILE NO:
1. A WELCOMING AND INCLUSIVE PLACE

ITEM NO: 10.3.1
(CASUAL ADMINISTRATION SUPPORT OFFICER, MELODIE HAWKINS)
(ACTING DIRECTOR SUSTAINABLE COMMUNITIES JANET MARTIN)

COMMUNITY STRENGTHENING GRANTS PROGRAM - MAJOR GRANTS - ROUND 1 - 2022/23 (cont'd)

The CSG program aims to:

- Support the strategic objectives identified in the Moira Shire Council Plan and/or align with the Moira 2035 Community Vision.
- Support community organisations that provide diverse and inclusive local services, facilities events and activities.
- Support delivery of community action plans resulting from the community planning process.
- Support delivery of Council's strategic plans and strategies.
- Maximise the benefit of Council's investment through community funding contributions and external funding to support major projects and events.

Summary of Applications Assessed:

Received	11
Ineligible	3
Referred to other Council Funding Sources	0
Deferred to next round of Grants	0
Withdrawn	1
Applications Assessed	7
Recommended	7
For Discussion	0
Not Recommended	0
Funding Requested from applicants recommended	\$60,000
Recommended Funding Amount	\$48,363

FILE NO:
1. A WELCOMING AND INCLUSIVE PLACE

ITEM NO: 10.3.1
(CASUAL ADMINISTRATION SUPPORT
OFFICER, MELODIE HAWKINS)
(ACTING DIRECTOR SUSTAINABLE
COMMUNITIES JANET MARTIN)

**COMMUNITY STRENGTHENING GRANTS PROGRAM - MAJOR GRANTS - ROUND
1 - 2022/23 (cont'd)**

Applications recommended for funding:

Organisation Project	Project Description	Total Project Cost	Recommended Amount (requested amount if different)
Yarrawonga Neighbourhood House Inc. YHN Phone System Upgrade	Upgrade the phone system to new Connect Cloud System to meet increased demand in services.	\$11,795	\$5,000 (\$10,000)
Assessment Panel comments: Project will benefit all users and help to improve services to the community. As per the CSG Guidelines, Council will only fund portable items up to 50% and therefore the recommended amount has been reduced.			
Strathmerton Community Steering Committee Strathmerton Interpretive History Boards	The installation of history boards at the Strathmerton Lions Park to showcase the unique history of the town.	\$10,703	\$10,000
Assessment Panel comments: Park is used by both locals and travelers, signage will help promote and share the history of Strathmerton. Clear budget and supported by community. A Community Project Proposal application has been approved by Council Officers with conditions.			
Wunghnu Bowling Club Beautification of Surrounds	Replacement of old fence that is currently falling down and dangerous to club members and visitors.	\$15,000	\$10,000
Assessment Panel comments: Great project that will provide safe fencing to a club that is used by many in the community. Committee have demonstrated they are committed to assisting where possible with the project.			

FILE NO:
1. A WELCOMING AND INCLUSIVE PLACE

ITEM NO: 10.3.1
(CASUAL ADMINISTRATION SUPPORT
OFFICER, MELODIE HAWKINS)
(ACTING DIRECTOR SUSTAINABLE
COMMUNITIES JANET MARTIN)

**COMMUNITY STRENGTHENING GRANTS PROGRAM - MAJOR GRANTS - ROUND
1 - 2022/23 (cont'd)**

Applications recommended for funding – continued:

Organisation Project	Project Description	Total Project Cost	Recommended Amount (requested amount if different)
Youanmite Hall Youanmite Hall Centenary Celebration	Preparing the Youanmite Hall for the 100 year anniversary by upgrading the outdated kitchen and air conditioning.	\$18,169	\$10,000
Assessment Panel comments: Great project. Youanmite is a small community and the hall is the only community building. Upgrading this facility will enable it to be used by many community groups.			
Yarrowonga Mulwala Basketball Association Executive Strategic Planning and Governance	Engaging an external organisation to facilitate and develop a strategic plan to strengthen and grow the club.	\$5,495	\$5,000
Assessment Panel comments: Great project that will assist in growing the club with an aim to strengthen gender and cultural diversity.			
Yarrowonga Mulwala Historical Society Yarrowonga Traffic Bridge 1924-2024	Digitisation of the Yarrowonga Mercury Newspapers to celebrate the 100 years of the Yarrowonga Traffic Bridge.	\$5,000	\$3,363 (\$5,000)
Assessment Panel comments: Great project that will make historical information available to all. Request was originally to partially fund other costs associated with the project however due to unsubstantial quotes, it is proposed the only the digitisation costs are funded as a sufficient quote was provided for this portion of the project.			
Lions Club of Yarrowonga Lions Park Upgrade	Installation of tables, chairs and park shelter at the Lions Park in Yarrowonga.	\$43,200	\$5,000 (\$10,000)
Assessment Panel comments: Small park, predominantly used by local residents. Good project that will provide shelter and seating for users. A Community Project Proposal application has been approved by Council Officers with conditions.			

FILE NO:
1. A WELCOMING AND INCLUSIVE PLACE

ITEM NO: 10.3.1
(CASUAL ADMINISTRATION SUPPORT OFFICER, MELODIE HAWKINS)
(ACTING DIRECTOR SUSTAINABLE COMMUNITIES JANET MARTIN)

COMMUNITY STRENGTHENING GRANTS PROGRAM - MAJOR GRANTS - ROUND 1 - 2022/23 (cont'd)

4. Issues

After each round, the CSG process and outcomes are reviewed and program improvements are made as required.

5. Strategic Alignment

Council Plan

1. A welcoming and inclusive place

The successful applications will assist Council in reaching goal 1.06 of our Council Plan – *“Recreation, sport facilities and programs and services respond to our diverse and emerging needs”* which in turn meets our deliverable of “our CSG assist groups and associations each year to deliver valuable services within their local communities.”

Additionally, the applications have been assessed in accordance with the CSG Policy and Guidelines.

6. Internal & External Engagement

Engagement	Feedback	
Internal	Team Leader Community Development, Arts and Culture, Team Leader Community and Recreational Development, Economic Development Officer Community Development Administration Support Officer and Manager Community Wellbeing, Health and Culture	Internal consultation has taken place with the assessment panel evaluations. The assessment panel members included the Officers listed to the left. Provided administrative support throughout the process. The Manager, Community Wellbeing, Health and Culture provided direction as required.
External	Representatives from various community groups	Council Officers provided one on one information sessions at the four major towns across the Shire. Sessions were attended by representatives of three and three other community groups attended Council Offices to receive assistance with their applications. This support was appreciated by the community groups.

FILE NO:
1. A WELCOMING AND INCLUSIVE PLACE

ITEM NO: 10.3.1
(CASUAL ADMINISTRATION SUPPORT
OFFICER, MELODIE HAWKINS)
(ACTING DIRECTOR SUSTAINABLE
COMMUNITIES JANET MARTIN)

**COMMUNITY STRENGTHENING GRANTS PROGRAM - MAJOR GRANTS - ROUND
1 - 2022/23 (cont'd)**

7. Budget / Financial Considerations

A total of seven projects totalling \$48,363 are recommended for approval by the assessment panel.

8. Risk & Mitigation

The Community Strengthening Grants Program addresses risk by:

- Ensuring a financial agreement and process is in place before funding is provided;
- Ensuring Council's responsibilities are clearly identified in the signed funding agreement between Council and the funding recipient;
- Ensuring relevant documents (e.g. funding applications and funding agreements) outline the responsibilities of applicants in terms of occupational health and safety and risk management; and
- Having an evaluation process in place to ensure delivery of the funded community projects and events.

9. Conclusion

It is recommended that Council adopts the recommendation to fund seven projects at a total cost of \$48,363.

Attachments

Nil

FILE NO:
3. A CLEAN GREEN ENVIRONMENT

ITEM NO: 10.3.2
(COORDINATOR WASTE MANAGEMENT SERVICES, RAY TREVORAH)
(ACTING DIRECTOR SUSTAINABLE COMMUNITIES JANET MARTIN)

WASTE SERVICES COLLECTIVE HUME TENDER AWARD

Recommendation

That Council:

1. Award the schedule of rates contracts to the following contractors as per the Collaborative Procurement Evaluation process for an initial term of 7.5years with the option to extend for a further 7.5years

Vendor	Service
Cleanaway	Kerbside Collection
Cleanaway (Albury)	Comingles Recycle Processing
Western Composting	FOGO Processing Services (Food Organics Garden Organics)
Cleanaway (Albury)	Glass Processing

2. Authorise the Chief Executive Officer to enter into negotiations with the preferred contractors and to sign and seal the contract documents and to approve contract extensions within the provisions of the contracts.

1. Executive Summary

This process relates to Council’s participation (via MOU) in the “Resource Recovery Collective – Hume”, a regional collaborative tender for waste, recycling and resource recovery services. It seeks Council’s endorsement of the recommendations from the appointed tender evaluation panel. All services will be for an initial 7.5 year period, with an option to extend for a further 7.5 years.

2. Conflict of interest declaration

Nil

3. Background & Context

North East and Goulburn Valley Waste and Resource Recovery Groups (NE&GVWRRG) jointly sponsored and facilitated a collaborative tender process to procure kerbside collection and processing services of general waste, commingled recyclables, organics and glass for Local Government Councils and Alpine Resort Management Boards (Participants) within their respective Regions.

The Project is known as the Resource Recovery Collective – Hume (Project). On 1 July 2022 the Waste and Resource Recovery Groups transferred to DELWP as part of Recycling Victoria and therefore DELWP maintained sponsorship and continuity of the project. Council representatives attended and participated in meetings and were active members of the evaluation of the tenders.

The evaluation weightings had been agreed prior to tender release, published to the market in the tender invitation and recorded in the Evaluation Plan. The weightings applied differed slightly between Collections and Processing/Disposal services as per the table below, however price remained at 30% for both.

FILE NO:
3. A CLEAN GREEN ENVIRONMENT

ITEM NO: 10.3.2
(COORDINATOR WASTE MANAGEMENT SERVICES, RAY TREVORAH)
(ACTING DIRECTOR SUSTAINABLE COMMUNITIES JANET MARTIN)

WASTE SERVICES COLLECTIVE HUME TENDER AWARD (cont'd)

As the final service required a combination of kerbside collector, processor/disposer, and transportation of collected material; the combination of score and price could only be an indicator to assist in shortlisting.

Contents	Collection	Processing and Bulk Transport
Respondent Details	Mandatory	
Service to be bid	Mandatory	
Compliance and risk	Mandatory	
Performance	4%	4%
Previous relevant experience of Contractors	6%	6%
Subcontractors		
TOTAL	10%	10%
Fleet Plant and equipment	10%	5%
Facilities	0%	5%
Customer support team	2%	5%
Complaints management and rectification	5%	1%
Future capacity and growth	3%	4%
TOTAL	20%	20%
Mobilisation and transition	7%	4%
Performance and continuous improvement	7%	7%
Disaster recovery	2%	4%
Contamination incidents	4%	5%
TOTAL	20%	20%
Employment practices	1%	1%
Local employment	4%	4%
Community and social engagement and education	2%	2%
Environment and sustainability	8%	8%
TOTAL	15%	15%
Innovation Past	1%	1%
Innovation New	4%	4%
TOTAL	5%	5%
Value for money - Calculated in Price sheets	30%	

4. Issues

Council's current waste contracts and relevant information are listed below:

C01/18 – Landfill Waste & Recyclables Collection (DS Kendall Waste Services Pty Ltd)
Current term expires 30 November 2024 with no further provisions to extend.

FILE NO:
3. A CLEAN GREEN ENVIRONMENT

ITEM NO: 10.3.2
(COORDINATOR WASTE MANAGEMENT
SERVICES, RAY TREVORAH)
(ACTING DIRECTOR SUSTAINABLE
COMMUNITIES JANET MARTIN)

WASTE SERVICES COLLECTIVE HUME TENDER AWARD (cont'd)

C027/14 - Kerbside Organic Collection & Processing (DS Kendall & Western Composting)

Current term expires 30 November 2023.

There is an option to extend for a further 12 months with a max expiry of 30 November 2024.

Council must give 90 days' notice of intention to extend as per Clause 4.2.

C033/14 - Bulk Bin Collection Services (Cleanaway)

Current term expires 30 June 2023. No provision to extend

C010/15 - Collection of Waste Transfer Bins (Cleanaway)

Current term expires 30 June 2023. No provision to extend.

C020/19 - Recyclables Acceptance & Sorting (Veolia)

Current term expires 30 June 2023. No provision to extend.

Clause 5.2 states notice of intent to be provided at least 3 months prior to expiry of the initial contract term.

This contract was extended under a Ministerial Exemption however it would be advisable that at least 3 months' notice is provided.

All services are required to be re tendered and awarded as per outcomes of process. Transporting of commingled recycling materials to Cleanaway's Albury facility would likely require additional transportation cost from DSK during until the contract is concluded.

5. Strategic Alignment

Council Plan

3. A clean green environment

Environmental Sustainability Strategy
2022-2026

6. Internal & External Engagement

Appropriate consultation has been conducted through the collaborative procurement process, through all council officers within the scope of the project, as well Recycling Victoria, Arc Blue (consultant managing the process) & Russel Kennedy Lawyers.

7. Budget / Financial Considerations

Recycling Victoria have provided significant resourcing and financial support towards this process. This has also included, probity, legal and technical support. At this point Council have not provided any financial contributions towards the financial aspects of the collaborative procurement.

The process has derived the best possible outcomes, both financially for service as well as advancements towards a circular economy.

8. Risk & Mitigation

All risks were assessed and mitigations implemented during the collaborative process. With the appointment of an experienced and varied panel membership, consultants, lawyers, and reference checks, any areas of concern were addressed and / or eliminated.

FILE NO:
3. A CLEAN GREEN ENVIRONMENT

ITEM NO: 10.3.2
(COORDINATOR WASTE MANAGEMENT
SERVICES, RAY TREVORAH)
(ACTING DIRECTOR SUSTAINABLE
COMMUNITIES JANET MARTIN)

WASTE SERVICES COLLECTIVE HUME TENDER AWARD (cont'd)

9. Conclusion

Award the contracts as per the Collaborative Procurement Evaluation and authorize the CEO to enter into negotiations to sign and seal the contracts for each service.

Attachments

- 1 Hume Region Collaborative Waste Tender Evaluation Report Moira (confidential) - *printed in separate document*
- 2 Hume Region Collaborative Waste Tender Evaluation Report Final (confidential) - *printed in separate document*

FILE NO: VARIOUS

URGENT BUSINESS**7.4. Urgent 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.