



## MINUTES

SCHEDULED MEETING OF COUNCIL HELD AT COBRAM  
CIVIC CENTRE, PUNT ROAD COBRAM VIC 3644,  
WEDNESDAY 28 FEBRUARY 2024

The meeting commenced at 4.30pm.

**PRESENT** Chair Administrator John Tanner  
Administrator Suzanna Sheed  
Administrator Graeme Emonson

**IN ATTENDANCE:** Mr Matthew Morgan Chief Executive Officer  
Mr Josh Lewis Director Infrastructure  
Mr Matt Jarvis Director Corporate  
Mr Scott Williams Director Community  
Mr Bryan Sword Director Sustainable Development  
Ms Amanda Chadwick Executive Director Corporate Governance  
Ms Nancy Mustica Acting Manager Governance and Performance

### 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 – 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

Nil

### 5. DISCLOSURE OF CONFLICTS OF INTEREST

Nil

**6. ACKNOWLEDGEMENT OF ORDER OF AUSTRALIA MEDAL RECIPIENTS**

**SUSPENSION OF STANDING ORDERS**

ADMINISTRATORS GRAEME EMONSON / SUZANNA SHEED

That standing orders be suspended.

(CARRIED)

Presentation of certificates to OAM recipients.

Heather Barrie – Cobram OAM  
Rosemary Kennett – Numurkah OAM  
Brian Keenan – Yarrawonga OAM

**RESUMPTION OF STANDING ORDERS**

ADMINISTRATORS SUZANNA SHEED / GRAEME EMONSON

That Standing Orders be resumed.

(CARRIED)

**7. CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

**MOTION:**

ADMINISTRATORS GRAEME EMONSON / SUZANNA SHEED

That the minutes of the Scheduled Council Meeting held on Wednesday, 31 January 2024, as presented, be adopted.

(CARRIED)

**8. ADMINISTRATOR ADDRESSES**

**Chair Administrator John Tanner**

Earlier in this month on February 2, Administrators met with the Yorta Yorta Administration in regards to how we can work together whilst under administration and that will be ongoing communication.

Also, February 9, I had the great pleasure of attending the Anglican Church in Yarrawonga. This was an invitation from the Anglican Diocese of Wangaratta and the Parish of Yarrawonga St Cuthberts Church and this was for the induction of Reverend Roberta Hamilton as the Vicar. This highlights the capacity within communities right throughout Moira that and we get people of such value coming in to our community and taking up these roles. We look forward to Reverend Hamilton as a leader in the community and look forward to her guidance and her capacity.

February 12, I attended Cobram Secondary College and it was the graduation of the 2023 year. A wonderful event and this was to celebrate and recognize the achievements of students and the wonderful efforts and respectful input that they put into their studies that year. It is full credit to the principal Kimberley Tempest and her staff of the college.

February 15, the Audit Risk committee met and welcomed a new independent member, Stephen Lambert, to his first meeting.

Last week, 22 Feb, the Goulburn Valley Library board met in Eurora and myself and Administrator Sheed attending that meeting. It was tabled at the meeting that I'd be resigning

from my position on the board of Goulburn Valley Libraries and Suzanna Sheed will be taking on that position. I am foreshadowing this because this is an item for Council this evening. But I would also like to foreshadow with this going through council this evening that Administrator Sheed will be taking on that role of chair of the Goulburn Valley Library service.

This week, there was a tourism networking breakfast organized jointly by Moira and Berrigan Shire, held in Barooga and that was the launch of marketing program and also a really interesting light and sound program will be running in the municipalities and I am sure we will hear a little bit further in the report from one of our offices today on that matter.

This morning we had a community catch up in Nathalia, and that was attended by 25 representatives of the community. This is a great opportunity for the two way conversation between administrators and the community on things that are important to those communities. I also note and I mentioned earlier this evening, that the next council meeting will be held on March 22 in Nathalia and we look forward to rolling out council meetings right around the municipality as well as the community catch ups. So I table my report and I will now move to Administrator Sheed to present her report.

### **Administrator Suzanna Sheed**

Administrators Tanner, Emonson and I had the pleasure of attending at Moira food share here in Cobram recently to see and hear about their operations throughout the Shire.

Moira FoodShare is a community-based program that provides emergency and ongoing assistance to residents within the Moira and Berrigan Shires.

FoodShare:

- distributes free fresh and non-perishable food items to those in need.
- The program sources food from local bakeries, supermarkets, and growers.
- It also collaborates with Foodbank Melbourne to enhance variety and nutritional value.
- In the 2022-23 Financial Year, Moira FoodShare distributed the equivalent of over 200,000 kilograms of food (approximately 400,000 meals) with a face value of more than \$3 million dollars.
- Distribution points are established in various towns, including Cobram, Yarrawonga, Nathalia, Numurkah, Tungamah, Barmah, Finley, and Berrigan. Just today we were in Nathalia and met with the coordinator of the community house where food share in Nathalia is distributed from.
- The program is overseen by one paid coordinator position (30 hours) and a team of over 50 wonderful, dedicated volunteers.

On the issue of water policy there is still work to be done as the consultation period closes on 4 March 2024 on the Draft Framework for The Implementation of The Murray Darling Basin Plan. Since the passage of the federal water legislation last year the introduction of buybacks is now in place and has been proceeding, particularly in NSW. The government has indicated it will not purchase in irrigation districts such as the Goulburn Murray Irrigation District within the first 12 months of its operation but will be looking to private diverters on the rivers to make their purchases in the initial stages.

Moira Shire council is represented on the GMID Water Leadership Forum which is currently preparing a response to the federal government in relation to its draft framework. We can only hope that the government will take some notice in relation to issues we put forward regarding the significance of previous reports and evidence of the socio economic harm that is done by random buybacks throughout irrigation districts- what we refer to as the Swiss cheese effect.

We will also be the requesting the government to consider and adopt any other water saving methods that may be available to it including current Victorian floodplain restoration projects,

prior to moving towards buybacks in northern Victoria. We have serious concerns in relation to what will happen as there appears to be no transparency in relation to the price the federal government is prepared to pay for water, how and where it will target it and what its genuine timeframes for recovery will be.

Issues of transition for some communities will need to be considered and at this point in time it's poignant to note that the wine grape industry is facing serious difficulties because of an excess of red wine as a result of the Chinese market contraction over the last few years. We saw the opportunistic buying of water at the end of the millennium drought by the federal government. We can only hope that this doesn't occur again and will continue to make representations to the government on these issues at federal and state level.

### **Administrator Graeme Emonson**

Administrators had the pleasure of attending Volleyball Australia's Cobram Barooga Classic 2024 Junior Beach Volleyball Tour championships at Thompsons Beach on 6 February 2024.

This was a wonderful event that attracted competitors from all around Australia. Beach volleyball is an Olympic Games level sport and it was a great opportunity for Berrigan and Moira Shires to be hosting the country's best players at the wonderful Thompsons Beach facilities. Thompsons Beach is an incredibly unique natural facility for local residents, visitors and competitors alike, and it was wonderful to see the facility being used in this way.

Administrators also had the opportunity to meet on site at the Yarrawonga Yacht Club on 21 February with Geoff Bradford and Arnold Kramer representing the Club. The Club provides a wide range of opportunities for members to undertake on-water, non-powered water activities on magnificent Lake Mulwala. These activities range from traditional yachting to dragon boats, paddle boards and remote controlled craft. Geoff and Arnold provided Administrators with an overview of the history of the Club and its facilities on River Road in Yarrawonga. The Club has a proud history and has continued to evolve to meet the contemporary needs of its members. We would like to thank Geoff and Arnold for the opportunity to meet and learn more about the Club.

Moira Shire hosted a meeting on 27 February involving a range of stakeholders with an interest in addressing significant, ongoing erosion of the Murray River bank at the Yarrawonga Holiday Park. This was the first meeting involving representatives of the Department of Energy, Environment and Climate Action, Parks Victoria, the Goulburn Broken Catchment Management Authority, the Yarrawonga Holiday Park Committee and Council aimed at seeking a solution to the ongoing bank erosion risks. The meeting was very fruitful and has enabled an action plan to progress solution options including estimated costs and various approvals required, together with identifying various agency responsibilities. The group will be re-convening in 4-6 weeks to progress actions aimed at a long term solution.

## **9. DIRECTOR REPORTS**

### **Mr Matthew Morgan – CEO**

There has been a fair bit of activity in my first month as CEO since commencing on 22 January 2024.

I want to thank the administrators, staff and member of the community for the very warm welcome in recent weeks, and I'm optimistic that we can maintain those relationships and the sentiment moving forwards.

Much of the past 5 weeks has involved introductions and meetings, briefings and updates and building local knowledge.

I provide as a non-exhaustive summary of matters that may be of interest to Council.

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## **REGIONAL COLLABORATION**

An introductory session was held in Benalla on Friday 24 February, facilitated by the Benalla Rural City for CEOs to discuss the need and perspectives towards the possibility of collaboration in the Building and Planning Services provided by the Councils in the Hume Region. A survey has been completed and consultant Jeff Tate has been engaged to progress dialogue in order to get to a point where a decision can be made as to whether there is a workable way forward for shared services.

A meeting of the CEOs of Indigo, Moira, Berrigan and Federation Council's has been set in March in order to progress actions from a workshop that was held by the Councils under the terms of an MOU that was signed in 2022.

## **ADVOCACY & GOVERNMENT RELATIONS**

As CEO, I've had the opportunity to meet with our local State Members of parliament Tim McCurdy MP (Ovens Valley) and Kim O'Keefe MP (Shepparton) and Federal Member Sam Birrell MP (Nicholls) to discuss priorities relevant to the region including road safety, funding for key infrastructure projects (including the Yarrawonga/Mulwala bridge) along with future opportunities.

Additionally, I've had the opportunity to meet with Regional Development Victoria (RDV) to understand some of the changes to government programs and funding under the current government and how we best approach the development of an advocacy program. This also included introductions and site visits to some local enterprises including CPE Constructions and Hicks Transport.

## **ORGANISATIONAL MATTERS**

Since commencing, I've had the opportunity to meet with staff across the organization, including site visits to our depots located across the District, and look forward to meeting all team members in the coming weeks.

There are various bodies of work which are kicking off which are aimed at implementing best practice people, culture and safety practices and to support these initiatives I have met with the Deputy Branch Secretary of the ASU and the regional Group Leader for WorkSafe Victoria to discuss the initiatives and the outcomes expected along with commitment to timeframes for the actions to be implemented.

## **OTHER MATTERS OF INTEREST**

In recent weeks, I have had the opportunity to meet with various local stakeholders including developers in Cobram and Yarrawonga, local businesses (facilitated by RDV) in Cobram, passionate local volunteers who assist with managing community facilities and local media across the district. I look forward to expanding this in due course over the coming months to the entire shire district.

It was also interesting to meet with the Yorta Yorta Nation Aboriginal Corporation and to understand their immediate and future plans for the Dharnya Centre and other priorities over the next 24 months and the potential opportunities for collaboration with Council, especially in the tourism space.

A particular highlight was attending the Beach Volleyball on Sunday 4 February at Thompsons Beach, an event which saw over 120 of the best beach volleyball athletes from around the country (and beyond) converge on the Murray River for this unique event in the Volleyball Australia events calendar.

## **Mr Josh Lewis – Director Infrastructure**

### **Road Safety**

Moira Shire has experienced an alarming rate of road trauma over the past few years, with statistics significantly exceeding those of other regions.

When normalised for our population, the cost of road trauma in Moira Shire is 332% higher than the state average for local roads and 454% higher than that of Metropolitan Melbourne's local roads. This stark disparity underscores the disproportionate impact of road trauma on our community and highlights the urgent need for targeted road safety measures.

Moira Shire has taken proactive stance in recognising the issues and improving road safety and has been provided with a grant through the Traffic Accident Commission of \$30,000 to develop a Road Safety Strategy and Action Plan.

Community input will be sought in the development of the plan and we want to hear from everyone!

This is an initial, but pivotal body of work that will consider a road environment that promotes Safe Roads, Safe People, Safe Vehicles and Safe Speeds.

I will provide further updates as we make progress in improving road safety and look forward to working closely with the Moira Shire Community as we work towards a road system where there is no road trauma.

### **Mr Matt Jarvis – Director Corporate Performance**

#### **Audit and Risk Committee Member Expression of Interest (EOI)**

Moira Shire Council is seeking expressions of interest for suitably qualified external independent members to join the Audit & Risk Committee in April 2024 for an initial term of three years.

The Audit and Risk Committee is an independent Advisory Committee established in accordance with the Local Government Act 2020 to provide oversight and appropriate advice to Council. The Committee performs its role by monitoring, reviewing, endorsing and advising Council on matters set out in its Charter, which can be found on the Moira Shire website.

As part of the expression of interest, applicants are required to provide evidence of a relevant degree or qualification and demonstrate experience in the fields of finance, risk, governance, audit, and public sector management. Expertise in identifying climate and sustainability risks and opportunities is also desirable.

An information pack including the role description, eligibility requirements and selection criteria is available to assist prospective applicants. This can be downloaded from the Moira Shire website. Applications close at 4.00pm on 1 March 2024.

#### **CEO Employment and Remuneration Committee – Independent Member EOI**

In addition to the Audit & Risk Committee, Moira Shire Council is seeking expressions of interest for a suitably qualified external independent member to join the Chief Executive Officer Employment and Remuneration Committee for an initial term of three years.

The Chief Executive Officer Employment and Remuneration Committee is an Advisory Committee established to provide oversight and appropriate advice to Council on the management of the life cycle of the Chief Executive Officer's employment.

In accordance with section 45 of the Local Government Act 2020 and the CEO Employment and Remuneration Policy the independent member will support and provide advice on, but not limited to, the recruitment and appointment of the CEO, the monitoring of the CEO's performance and determining the CEO's remuneration.

The independent member will be responsible for chairing the Committee meetings.

As part of the expression of interest, applicants are required to provide evidence of a relevant qualification and demonstrate experience in the field of HR and demonstrated senior business experience (including but not limited to Local Government) and/or employment law background.

Demonstrated ability in relation to executive level performance appraisal, professional development and remuneration and significant experience working with Executives and Board Members in a similar professional advisory role is also being sought.

Expressions of Interest will be accepted electronically or via post by 4pm Friday 8 March 2024. For more information please contact Council or go to the Council website.

### **Mr Bryan Sword – Director Sustainable Development**

#### **Kerbside Collection Changes Community Consultation**

- Held 3 face to face sessions and 1 online session, Bundalong, Yarrawonga, Cobram – with more to come.
- Approximately 100 face to face engagements – with around 70 at Cobram Lions Club market on Saturday
- Facebook has helped has raise community awareness of the proposed changes.
- Currently received 270 survey responses on Moira matters

#### **Key Messages**

- The proposed changes are to meet the Victorian Government’s legislative target.
- Diverting 80% of waste from landfill by 2030 and an interim target of 74% by 2025
- Previous audits show Moira at 55%
- The audits show 51% of what is being put in our ‘red lid bins’ is organic material which should be placed in the ‘green lid’ bin and 10% recyclables.
- Proposed Fortnightly frequency for ‘red lid’ bin is to drive behaviour change to meet the Government’s 80% target. This is evidenced by its implementation in many other municipalities across the State.

#### **Common Feedback**

- Odour and volume of waste during peak times – Council should consider additional collections in peak periods.
- Managing the volume of waste in Holiday houses/Air bnb’s
- Don’t have any glass to recycle – Council should have an opt out option.
- Can already drop glass off.
- Options for bin sizes, e.g. larger red bin and smaller glass bin
- Keep ‘red lid’ bin weekly.
- Provide hard waste collections or Tip passes.
- Support for change to improve environmental outcomes.
- Improving waste management in Retirement villages

#### **More Consultation to come**

- Consultation closes 30 April
- Continue to give us your feedback on Moira matters – complete the surveys.
- 12 more face to face sessions planned across the Shire and 1 more online session.

### **Mr Scott Williams – Director Community**

#### **Community Wellbeing**

The Unbreakable Farmer Series began in Katamatite last week with the community gathering to enjoy a meal and hear from Warren Davies about resilience, persistence, and determination.

The next session is on tonight in Tungamah and then in Picola tomorrow night. Jump on our website for more details.

The Community Team have also been planning and promoting International Women's Day events, the Baala Festival youth event and Active April events. Keep an eye on our website for an event near you.

Community consultation for the Public Art Policy and Guidelines has now concluded with 36 respondents providing some very informed feedback.

The Katamatite Community Plan survey is now open. Katamatite community members are invited to have their say in shaping the Katamatite Community Plan. The survey can be found on the Moira Shire Council website and is open until Friday 15 March.

Maternal and Child Health (MCH) currently have 141 active clients in the Enhanced MCH program and 9 in the Sleep and Settling Program. There was a total of 29 births across the Shire in January. A total of 101 clients were administered with 226 vaccines across the Infant, Secondary and Community immunisation programs. The Central Immunisation Records Victoria (CIRV) booking system has been launched and promoted with the community so that people can jump online and book theirs or their child/s immunisation session.

### **Economic Development & Tourism**

A tourism networking breakfast was held yesterday with attendees from both Moira and Berrigan shire as a joint initiative to collaborate on tourism efforts.

Speaking on tourism. we had a record month on brochure uptake in Jan, distributing 7454, for context that figure was 2738 for the previous period. This is testament to Visitor Services in how they continue to adapt to trends in the visitor market. One example is The mobile visitor van went to two beach locations on different days. We saw over 100 visitors and residents during this time with a particular emphasis on visitors who wouldn't engage with our townships otherwise. We handed out why leave town cards to encourage these visitors into the nearby towns.

The EOI has gone out for the BFHEC advisory committee, closing in 2 weeks and we have also done an EOI for user groups for the Centre, which has now closed, so we're very excited about how these initiatives will reinvigorate the centre.

FILE NO:  
5. TRANSPARENT AND ACCOUNTABLE  
GOVERNANCE

ITEM NO: 10.1.1  
(EXECUTIVE MANAGER CORPORATE  
GOVERNANCE, AMANDA CHADWICK)  
(CHIEF EXECUTIVE OFFICER, MATTHEW  
MORGAN)

## MOIRA SHIRE COUNCIL USE OF COMMON SEAL AND CONDUCT AT MEETINGS (AMENDMENT) LOCAL LAW 2024

### Executive Summary

Council is proposing to amend the Moira Shire Council Use of the Common Seal and Council Meeting Local Law No 1 2021 (**Local Law**) to provide authorisation for the Chief Executive Officer (**CEO**) to affix the common seal to section 173 Agreements, which are entered into by Council as the Responsible Authority under the *Planning and Environment Act 1987* (the **Act**).

Under the current Local Law, the common seal can only be applied to section 173 Agreements by resolution of Council which creates an additional step in the execution of these Agreements. As a consequence, this also increases the processing time involved in finalising Planning Permits and creates administrative inefficiencies for the organisation.

The Moira Shire Council Use of the Common Seal and Conduct at Council Meetings (Amendment) Local Law 2024 (**Amendment Local Law**) will seek to reduce that administrative burden by authorising the CEO to affix the common seal, avoiding the need for a prior Council resolution.

### MOTION

ADMINISTRATORS SUZANNA SHEED / GRAEME EMONSON

That Council endorse the release of the proposed Moira Shire Council Use of Common Seal and Conduct at Meetings (Amendment) Local Law 2024 for community engagement in accordance with Section 73 of the *Local Government Act 2020* and Councils Community Engagement Policy.

(CARRIED)

FILE NO:  
5. TRANSPARENT AND ACCOUNTABLE  
GOVERNANCE

ITEM NO: 10.2.1  
(PROCUREMENT OFFICER, LISA KNIGHT)  
(DIRECTOR CORPORATE PERFORMANCE  
MATT JARVIS)

## CONTRACTS AWARDED UNDER DELEGATION REPORT

### Executive Summary

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

This report lists all contracts awarded under the CEO delegation for the period 1 October 2023 – 31 December 2023.

### MOTION

ADMINISTRATORS GRAEME EMONSON / SUZANNA SHEED

That Council note the quarterly report for contracts awarded under CEO delegation.

(CARRIED)

FILE NO:  
5. TRANSPARENT AND ACCOUNTABLE  
GOVERNANCE

ITEM NO: 10.2.2  
(FINANCIAL ACCOUNTANT, ANDREW  
WILSON)  
(DIRECTOR CORPORATE PERFORMANCE  
MATT JARVIS)

## QUARTERLY BUDGET REVIEW - DECEMBER 2023

### Executive Summary

The proposed December 2023 budget reforecast has been developed within the context of Council continuing its response to the findings of the Commission of Inquiry, the rollout of the organisational restructure and the difficulties in Council delivering its capital works program.

### Income Statement

There has been an increase in the forecast budget surplus from \$11.23 million in the Approved September 2023 Forecast to a surplus of \$11.56 million in the Proposed December 2023 Quarterly Forecast. The main impact has been the uplift in depreciation and amortisation costs (\$3.59 million) due to higher asset values following 2022/23 revaluation. This reduction to the bottom line is offset by savings in employee labour costs (\$1.73 million) due to delays in backfilling vacant roles and higher interest income (\$2.04 million) due to higher interest rates and a higher average cash balance due to the early receipt of \$13 million for the 2023/24 Financial Assistance Grant.

### Balance Sheet

The Balance Sheet of Council is forecast to remain in a financially healthy position by 30 June 2024, with current assets expected to be 3.07 times current liabilities. Strong reserves are set aside to fund the revised forecast capital works program of \$42.41 million.

### Cash Flow

The cash position of Council continues to remain strong. As of 31 December, Council held \$58.77 million in cash and investments and is forecast to hold \$52.5 million by 30 June 2024.

### Capital Expenditure

The proposed capital works forecast as at December 2023 is \$42.41 million compared to the Approved September 2023 Forecast of \$41.74 million. Year to date spend at the end of December 2023 is \$6.89 million with a further \$11.55 million in outstanding commitments. It is anticipated that Council will not deliver on the full scope of the capital works program by 30 June 2024. The capital works program will be reviewed in detail as part of Council's quarter three budget reforecast to determine which projects need to be delayed to the 2024/25 financial year.

## MOTION

ADMINISTRATORS SUZANNA SHEED / GRAEME EMONSON

That Council:

1. Adopt the forecast for the 2023/24 financial year contained in the December 2023 Quarterly Budget Review as tabled and
2. Note the Environment Upgrade Agreements quarterly performance report.

(CARRIED)

FILE NO:  
5. TRANSPARENT AND ACCOUNTABLE  
GOVERNANCE

ITEM NO: 10.2.3  
(EXECUTIVE MANAGER CORPORATE  
GOVERNANCE, AMANDA CHADWICK)  
(CHIEF EXECUTIVE OFFICER, MATTHEW  
MORGAN)

## APPOINTMENT OF THE PANEL OF ADMINISTRATORS TO ADVISORY COMMITTEES, BOARDS AND REPRESENTATIVE BODIES

### Executive Summary

The purpose of this report is to endorse the appointment of the Panel of Administrators as Council representatives to a selection of Advisory Committees, Boards and Representative Bodies where Council representation is required as a delegate or substitute delegate.

### MOTION

#### ADMINISTRATORS GRAEME EMONSON / SUZANNA SHEED

That Council make the following changes to appointments of the Panel of Administrators as Council Representatives to selected Advisory Committees, Boards and Representative Bodies.

1. Appoint Administrator Graeme Emonson PSM as the substitute delegate for the Municipal Association of Victoria.
2. Rescind the appointment of Chair Administrator John Tanner AM as the representative on the Goulburn Valley Regional Libraries Corporation Board.
3. Appoint Administrator Sheed as the representative on the Goulburn Valley Regional Libraries Corporation Board.

(CARRIED)

FILE NO:  
5. TRANSPARENT AND ACCOUNTABLE  
GOVERNANCE

ITEM NO: 10.2.4  
(MANAGER FINANCE, BEAU MITTNER)  
(DIRECTOR CORPORATE PERFORMANCE,  
MATT JARVIS)

## AUDIT OF COUNCIL'S FINANCIAL MANAGEMENT POLICIES AND PRACTICES

### Executive Summary

In March 2023 the findings and recommendations to restore the good governance of Moira Shire Council (Council) were reported to the Minister for Local Government as part of the Commission of Inquiry (CoI). Recommendation three of the CoI report notes the following:

*That a full and complete external audit be undertaken of Council's financial management policies and practices including procurement.*

Council publicly advertised a Request for Quote (RFQ) for this audit service to be delivered and BDO Services Pty Ltd (BDO) was the successful tender.

BDO has delivered its closing report from the audit into Council's financial management policies and practices, which was tabled with Council's Audit and Risk Committee (ARC) on the 15<sup>th</sup> of February 2024. Management are developing a consolidated action plan to address outstanding internal audit action items as well as the recommendations from the BDO audit. This action plan will be tabled with the ARC during a special meeting to be held on the 4<sup>th</sup> of April 2024.

### MOTION

ADMINISTRATORS GRAEME EMONSON / SUZANNA SHEED

That Council:

1. Note the update on the delivery of the independent audit of Council's financial management policies and practices, including procurement, which addresses recommendation three from the Commission of Inquiry report into Council; and
2. Endorse the Moira Shire Audit and Risk Committee to oversee the execution of the consolidated action plan to fully acquit all outstanding Internal Audit recommendations inclusive of the recommendations arising from BDO audit.

(CARRIED)

FILE NO: F13/2614  
2. A DIVERSE AND DYNAMIC ECONOMY

ITEM NO: 10.3.1  
(TOURISM DEVELOPMENT OFFICER,  
LOUISE MUNK KLINT)  
(MANAGER MARKETING COMMUNICATION  
AND ADVOCACY, SCOTT WILLIAMS)

## RECREATION VEHICLE (RV) FRIENDLY DESTINATIONS: DESIGNATED CAMPING AREAS FOR SELF-CONTAINED RVs

### Executive Summary

Following significant community consultation in 2016, Moira Shire Council adopted the Recreational Vehicle (RV) Friendly Strategy. This Strategy identified Tungamah Lion's Park and Wunghnu Recreation Reserve as potential locations for overnight parking of self-contained RVs. The Strategy, however, removed RV overnight parking from the four main towns with caravan parks, which meant that Numurkah had its RV Friendly Town status revoked.

In March 2017, the Campervan Motorhome Club of Australia (CMCA) approved an application to make Lion's Park in Tungamah an RV Friendly destination. Tungamah has been a popular RV destination since with many RVers staying in the town and it receives rave reviews on socials. Since then, a dump point has been installed in Tungamah and the town may be eligible to apply to become a RV Friendly Town.

In May 2017, an application to the CMCA seeking to make Wunghnu Recreation Reserve an RV Friendly destination was denied, requiring the site to have a minimum of 8 spaces available and the ground to be more solid (non-bogging). A successful internal budget bid was submitted in 2022 for earthworks to be undertaken and the works were completed in November 2023.

Following a petition to make Numurkah RV Friendly and a two year trial of overnight RV parking in Numurkah, Council endorsed the report for the review of a two-year trial of Numurkah as an RV Friendly Town and its recommendations to: a) Continue to provide short term, free overnight parking (up to 48 hours) for self-contained RVs close to the CBD at the Lion's Park in Numurkah; and b) Discontinue the provision of free overnight parking (up to 48 hours) for self-contained RVs at the Numurkah Showgrounds.

A new Community Amenity Local Law took effect as of 01 December 2023. This law stipulates that camping, including RV overnight parking, is not allowed on reserves unless within a designated camping area or a permit is granted.

This report seeks Council's endorsement to formally designate parts of the following reserves as designated camping areas for self-contained RVs for a period of up to 48 hours and for these sites to be promoted via the CMCA RV Friendly network and through Council's tourism promotion: a) Lion's Park, Numurkah; b) Lion's Park, Tungamah; and c) Wunghnu Recreation Reserve, Wunghnu. It also seeks Council's endorsement of updating the existing and future welcome condition signage to reflect the changes to the local law and submitting an application to the CMCA requesting that Tungamah is upgraded to be a RV Friendly Town.

FILE NO: F13/2614  
2. A DIVERSE AND DYNAMIC ECONOMY

ITEM NO: 10.3.1  
(TOURISM DEVELOPMENT OFFICER,  
LOUISE MUNK KLINT)  
(MANAGER MARKETING COMMUNICATION  
AND ADVOCACY, SCOTT WILLIAMS)

**RECREATION VEHICLE (RV) FRIENDLY DESTINATIONS: DESIGNATED CAMPING  
AREAS FOR SELF-CONTAINED RVS (cont'd)**

**MOTION**

ADMINISTRATORS SUZANNA SHEED / GRAEME EMONSON

That Council endorse the:

1. Designation of camping areas for self-contained RVs for a period of up to 48 hours within:
  - (a) Lion's Park, Numurkah;
  - (b) Lion's Park, Tungamah; and
  - (c) Wunghnu Recreation Reserve
2. Upgrade of existing and future Welcome/Conditions signs for these designated camping areas. Changes include:
  - (a) New wording around fires will be: "Fires are only permitted within Council provided fireplaces and must be compliant with local laws and fire regulations. Fires must be extinguished if not supervised. Penalties apply;
  - (b) Include a QR code for the new Community Amenity Local Law 2023; and
  - (c) Removal of the dollar amount in regard to infringement notices.
3. Application to upgrade Tungamah to a RV Friendly Town under the Campervan and Motorhome Club of Australia (CMCA).
4. Promotion of these designated camping areas via the CMCA RV Friendly network and through Council's tourism promotion of our region.

(CARRIED)

FILE NO:  
5. TRANSPARENT AND ACCOUNTABLE  
GOVERNANCE

ITEM NO: 10.3.2  
(INDUSTRY DEVELOPMENT OFFICER,  
LONNIE ODWYER)  
(DIRECTOR COMMUNITY SCOTT WILLIAMS)

## PROPOSAL TO ACQUIRE LOT 1 ON TP342194M FROM NATHALIA ANGLING CLUB

### Executive Summary

In July, 2022, ELT agreed to support the proposal to buy a portion of Nathalia Angling Club's land to remove an encroachment occurring on the Club's land by Council's Road. The Club wants to erect a fence on their land, but two items of Council infrastructure have been constructed on the Club's land. As shown in the attached aerial photo, their south boundary has been encroached by a sloped gravel road that provides access to Council's pumping station inside the levy bank. The other encroachment occurs on the southwest corner where a section of bitumen road at the intersection of Chapel and Manifold Streets has also been constructed on their land also.

### MOTION

ADMINISTRATORS SUZANNA SHEED / GRAEME EMONSON

That Council:

1. Give public notice on the proposal to acquire a parcel of land on Chapel Street Nathalia, being Lot 1 on TP342194M, at the cost of \$5,000 from the Nathalia Angling Club to construct a fence.
2. Invite submissions on the proposal in accordance with Section 112 of the *Local Government Act 2020* until 4pm Wednesday 3 April 2024.
3. If required:
  - a) Convene a committee of Council meeting comprising Administrators and the Chief Executive Officer and/or delegate to meet at 1pm Wednesday 10th April 2024 at the Briefing Room 44 Station Street Cobram to hear any persons wishing to be heard in support of their written submission; and
  - b) Consider a recommendation on the proposal with or without amendment at the 24 April 2024 Scheduled Council Meeting.

(CARRIED)

FILE NO:  
4. CUSTOMER FOCUSED AND RESPONSIVE

ITEM NO: 11.1.1  
(GRANTS OFFICER, JESSICA BOLLEN)  
(DIRECTOR CORPORATE PERFORMANCE  
MATT JARVIS)

## PEDESTRIAN ENHANCEMENT PACKAGE

### Executive Summary

Council has achieved a significant milestone in its efforts to enhance pedestrian infrastructure by advancing to the full application stage for a pedestrian enhancement package (PEP), following a successful Expression of Interest phase. This underscores Council's commitment to improving pedestrian accessibility and safety and enhancing connectivity, boosting community wellbeing.

The proposed project, with a total value of \$4 million, aims to significantly upgrade pedestrian pathways and access points across the municipality. Council is required to contribute 50% of the project cost, amounting to \$2 million.

If successful for the PEP, Council will be delivering a new footpath program which would otherwise take Council 16 years to fund on its own. These works would be delivered over a two-year period. Once completed, it is proposed to only perform renewal works over footpaths for a proceeding seven-year period to recover the upfront contribution to the program.

The PEP boasts a highly favourable Benefit-Cost Ratio (BCR) and underscores the project's economic viability and the substantial value it promises to deliver to the community.

This initiative emphasises sustainable transport, community inclusivity, and indigenous employment, proposing a strategic investment in Moira Shire's future. It showcases a comprehensive approach to fostering a vibrant, inclusive community through targeted public space enhancements.

### MOTION

ADMINISTRATORS GRAEME EMONSON / SUZANNA SHEED

That Council:

1. Note the application for the Growing Our Regions Funding Program, which will assist Council in delivering \$4 million in pedestrian infrastructure improvements across the Shire by December 2025, with Council's contribution to the program being 50% or \$2 million.

(CARRIED)

**FILE NO:  
1. A WELCOMING AND INCLUSIVE PLACE**

**ITEM NO: 11.2.1  
(ACTING TEAM LEADER VISITOR  
SERVICES, BONNIE SYKES)  
(MANAGER MARKETING COMMUNICATION  
AND ADVOCACY, SCOTT WILLIAMS)**

**BARMAH FOREST HERITAGE AND EDUCATION CENTRE ADVISORY  
COMMITTEE - TERMS OF REFERENCE**

**Executive Summary**

Terms of Reference (TOR) have been completed for the Barmah Forest Heritage and Education Centre (BFHEC) Advisory Committee (AC) which is due to commence early 2024. Expressions of interest to join the committee are open to be submitted via the Moira Shire Council website.

**MOTION**

ADMINISTRATORS SUZANNA SHEED / GRAEME EMONSON

That Council endorse the Barmah Forest Heritage and Education Centre Advisory Committee - Terms of Reference as tabled.

(CARRIED)

**12. ACTION OFFICERS LIST**

Nil

**13. NOTICES OF MOTION**

Nil

**14. PETITIONS AND JOINT LETTERS**

Nil

FILE NO:  
5. TRANSPARENT AND ACCOUNTABLE  
GOVERNANCE

ITEM NO: 15.1  
(COORDINATOR PLANNING, TRAVIS  
BASHAM)  
(DIRECTOR SUSTAINABLE DEVELOPMENT,  
BRYAN SWORD)

## SECTION 173 AGREEMENTS - AUTHORITY TO AFFIX THE COMMON SEAL

### Centre Road, Waaia – Vol 11005 Folio 675 – Private pipeline under road

The *Private Water Assets in Road Reserves Policy* requires applicant to enter into an agreement under Section 173 of the Planning and Environment Act 1987 with Moira Shire Council to provide for the maintenance, inspection, renewal, decommission and public liability obligations of the asset owner.

There are no financial implications for Council. Applicants bear the cost of the preparation and administration of Section 173 Agreements.

This agreement with Rex James Stockfeed Pty Ltd is for 1 x road crossing approximately 20m in length under Centre Road, Nathalia approximately 10m East of Hawkers Road.

### 1906 Walshs Bridge Road, Numurkah – Vol 06122 Folio 324

The *Private Water Assets in Road Reserves Policy* requirement as above.

There are no financial implications for Council. Applicants bear the cost of the preparation and administration of Section 173 Agreements.

This agreement with Stuart William Hodge is for 2 x road crossings approximately 20m in length under Lyons Road, Numurkah approximately 40m and 450m South of Walshs Bridge Road.

### 19 Brent Road, Yarrawonga – Vol. 091110 Fol. 012.

This agreement relates to Planning Permit 5/2021/112 issued on 4 August 2021 for the subdivision of land to excise an existing dwelling and the creation of three lots for residential development. The agreement provides that prior to the issue of a certificate of occupancy on proposed Lot 2, Lot 3 and Lot 4, that the owner installs the required works and stormwater connection in accordance with the Rainwater Tank Plan, which must be permanently retained and maintained to the satisfaction of the Council.

## MOTION

### ADMINISTRATORS GRAEME EMONSON / SUZANNA SHEED

That Council authorise the Chief Executive Officer to sign and seal the following 173 Agreement as presented to this meeting:

1. Centre Road, Waaia – Vol 11005 Folio 675 – Private pipeline under road
2. 1906 Walshs Bridge Road, Numurkah – Vol 06122 Folio 324 – Private pipelines x 2 under Lyons Road, Numurkah.
3. 19 Brent Road, Yarrawonga Vol. 091110 Fol. 012.

(CARRIED)

**FILE NO: VARIOUS**

**ITEM NO: 16**

**URGENT BUSINESS**

Nil

FILE NO: VARIOUS

ITEM NO: 17

**PUBLIC QUESTIONS**

Name	Summarised Question	Response
<b>Geoff Campbell</b>	Town Hall/Library Project Can you please inform the Community how much has been spent on the Town Hall/Library project including legal fees, architect & Consultants fee's, security fencing, site office, site manager and Staff time, since the first consultation in 2015 P.S. The Community needs to know accurate figures and if the figures are not quickly available Can they please be answered at next month's meeting.	<p>A full report on the Yarrawonga Town Hall, Library, Events and Performance Precinct is already being planned for reporting to Council at the March Scheduled meeting of Council. This includes the financial detail for the project as it currently stands.</p> <p>Geoff, if you're comfortable with this timeframe, we can extend the scope of that report to also provide the history that you have requested dating back to project inception and then also isolate this out in specific response to your question as part of the March Council agenda.</p>
<b>Paul Flavel</b>	Would Council consider initiating a public meeting in Yarrawonga to update the community about construction projects (library, sports stadium) and other issues or questions that people can state/ask 'from the floor'?	<p>Thank you for your suggestion Paul.</p> <p>Council recognises the significance of community engagement concerning construction projects, especially the Library Town Hall Precinct and the Multi Sports Stadium.</p> <p>We are preparing a report for council on the Library Town Hall project, which will outline plans for face-to-face engagements in Yarrawonga. Our aim is to bolster transparency through more face to face consultation, particularly around the future use of the Town Hall, while also using our engagement platform, Moira Matters to create ongoing dialogue with the community.</p> <p>However specific questions are always welcomed. Council regularly meets with community groups to discuss matters relevant to the local area.</p> <p>We also aim to provide regular updates in the Yarrawonga Chronicle and hope to have more updates on this project publicly available in the coming months, this combined with moira matters, the Council website and our social media profiles largely ensures that people can receive the information at a time and place convenient to them.</p>

**MEETING CLOSE: 5.56PM**