



44 Station Street
Cobram Vic 3644
www.moirā.vic.gov.au
info@moirā.vic.gov.au

AGENDA

SCHEDULED MEETING OF COUNCIL **FOR** **WEDNESDAY 25 AUGUST 2021** **TO BE HELD AT COBRAM CIVIC CENTRE** **COMMENCING AT 5:00 PM**

RECORDING

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

LIVE STREAMING

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

1. CALLING TO ORDER – CEO

2. PRAYER

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

Amen

3. ACKNOWLEDGEMENT OF COUNTRY

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

4. APOLOGIES & REQUESTS FOR LEAVE OF ABSENCE

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

6. DECLARATION OF ANY INTEREST OR CONFLICT OF INTEREST

7. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Recommendation: “That the minutes of the Ordinary Council Meeting held on Wednesday, 28 July 2021, as prepared, be confirmed.”

8. COUNCILLORS TO PROVIDE VERBAL REPORTS

9. PUBLIC QUESTION TIME	
10 OFFICER REPORTS FOR DETERMINATION	
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NIL	
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NIL	
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File No: Various

Item No: 9

QUESTIONS FROM THE PUBLIC GALLERY

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

(1) The Council will hold Questions of Council Time for up to 30 minutes duration at the beginning of each Ordinary Meeting to allow questions of Council. Extension of time may be granted at the discretion of the Mayor.

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

(3) Council meetings are recorded and broadcasted to the public, this includes community questions and responses.

(4) Questions of Council time will not apply during any period when the Council has resolved to close the meeting in respect of a matter under section 66 (1) of the Act.

(5) Questions of Council may be on any matter relevant to the jurisdiction of the Council except if it:

- (a) is considered malicious, defamatory, indecent, abusive, offensive, irrelevant, trivial, or objectionable in language or substance;
- (b) relates to confidential information as defined under the Act;
- (c) relates to the personal hardship of any resident or ratepayer; or
- (d) relates to any other matter which the Council considers would prejudice the Council or any person.
- (e) Deals with a subject matter already answered

(6) No more than two questions will be accepted from any person at any one meeting.

(7) Where the Chief Executive Officer does not accept a question, the submitter is to be informed of the reason or reasons for which their question was not accepted.

(8) A question submitted in writing by a member of the public, which has been disallowed by the Chief Executive Officer will be provided to any Councillor on request.

(9) Questions may be read by the submitter where they are present at the meeting. Where the submitter is not present they shall be read by a delegate of the Chief Executive Officer and may be abridged to get to remove unnecessary commentary and only state the question.

(10) Questions submitted to the Council must be:

- (a) in written form;
- (b) contain the name, address and email or contact telephone number of the person submitting the question;
- (c) in a form approved or permitted by the Council (Template available on Council's website);
- (d) addressed to the Chief Executive Officer; and
- (e) submitted no later than the day prior to the meeting by email to info@moira.vic.gov.au clearly stating is a question for the meeting.

FILE NO:
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.2.1
(FINANCIAL ACCOUNTANT, ANDREW
WILSON)
(GENERAL MANAGER CORPORATE,
RENNIE, SIMON)

**ENVIRONMENTAL UPGRADE AGREEMENTS (EUA) _ QUARTERLY
PERFORMANCE REPORT - JUNE 2021**

RECOMMENDATION

That Council notes the Environment Upgrade Agreements quarterly performance report for the June 2021 quarter.

1. Executive Summary

This report provides an update on the Environmental Upgrade Agreements involving Council for the quarter ending 30 June 2021.

2. Background and Options

The quarterly performance report mandated under Section 181G of the Local Government Act (1989), and as amended by Section 363 of the Local Government Act (2020), Council is required to report quarterly on the performance of EUAs involving Council.

3. Financial Implications

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

Reporting requirement	Status as at 30 June 2021
a) Each environmental upgrade agreement entered into in the last quarter, and the rateable land to which the agreement relates	One EUA entered into in the last quarter. Rateable land value – CIV \$371,000
b) Each environmental upgrade charge approved in respect of the agreements referred to in paragraph (a), and the value of the charges	EUA Charge – \$164,261
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.	\$4,407,565

4. Risk Management

There are no risk management issues to consider within this report.

5. Internal and External Consultation

The following members of staff consulted:

- General Manager – Corporate
- Manager Finance
- Revenue Technical Officer

FILE NO:
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.2.1

**ENVIRONMENTAL UPGRADE AGREEMENTS (EUA) _ QUARTERLY
PERFORMANCE REPORT - JUNE 2021 (cont'd)**

6. Regional Context

There are no regional issues to consider within this report.

7. Council Plan Strategy

Transparent and accountable governance

8. Legislative / Policy Implications

This report complies with Section 181G of the Local Government Act 1989.

9. Environmental Impact

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.

10. Conflict of Interest Considerations

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

11. Conclusion

Council continues to manage Environmental Upgrade Agreements as per legislative requirements.

Attachments

Nil

FILE NO: F14/251
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

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

PREPARATION OF THE 2020/21 ANNUAL REPORT

RECOMMENDATION

That Council:

1. Provide in principal approval to the 2020/21 Performance Statement and Financial Statements.
2. Authorise Mayor Councillor Libro Mustica and Deputy Mayor Councillor Julie Brooks to certify the 2020/21 Financial Statements and Performance Statement.
3. Authorise the forwarding of the Annual Report, including the certified and audited Financial Statements and Performance Statement to the Minister in accordance with the requirements of the Local Government Act 2020.

1. Executive Summary

This report seeks Council's in principle approval of the audited Financial Statement and Performance Statement, and authorisation for two councillors to certify the Financial and Performance statements in their final form after any changes recommended or agreed to by the auditor have been made.

These steps must occur prior to providing the audited statements to the Victorian Auditor-General. Following receipt of VAGO's Independent Auditor's Reports, the statements and reports will be included in Council's 2020/21 Annual Report that will be submitted to the Minister by 30 September 2021 and then to Council for noting.

2. Background and Options

The process of preparing Council's Annual Report is described in Sections 98 & 99 of the Local Government Act 2020 (the Act) and the Local Government (Planning and Reporting) Regulations 2020.

The process requires Council to

- provide in principal approval of the statements prior to Council submitting the statements to the Victorian Auditor General Office (VAGO).
- authorise two councillors to certify the final audited statements.
- submit the annual report to the Minister by 30 September 2021.

In principal approval

Council's in principal approval of the 2020/21 Financial Statements, Performance Statement and Annual Report is sought on the basis that the reports have been prepared in accordance with the following requirements and guidance

- Local Government Act 2020,
- Local Government (Planning and Reporting) Regulations 2020 and
- better practice guides and model report formats provided by Department of Jobs, Precincts & Regions.

FILE NO: F14/251
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.2.2

PREPARATION OF THE 2020/21 ANNUAL REPORT (cont'd)

Certification by two councillors

The Act does not allow the auditor to sign the audit report until the statements, in their final form after any changes recommended or agreed to by the auditor have been made, have been certified by two authorised Councillors.

This report proposes the Mayor and Deputy Mayor be authorised by Council for the purposes of this requirement.

The certified statements will be forwarded to the Auditor-General and then included in the Annual Report for noting by Council.

3. Financial Implications

There are no financial implications relating to this report.

4. Risk Management

The timely in principal approval and certification by authorised Councillors will enable Council to meet the Annual Reporting timelines.

5. Internal and External Consultation

This report addresses obligations described in the Act and specifically Sections 98 & 99.

6. Council Plan Strategy

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

7. Conflict of Interest Considerations

There are no conflict of interest considerations for officers involved in the preparation of this report.

8. Conclusion

The report recommendation ensures Council's preparation of its Annual Report, including the certified and audited Financial Statements and Performance Statement complies with the requirements described in the Local Government Act 2020.

Attachments

Nil

FILE NO: F
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.2.3
(SENIOR GOVERNANCE OFFICER, NANCY
MUSTICA)
(GENERAL MANAGER CORPORATE,
RENNIE, SIMON)

AUDIT & RISK COMMITTEE MEETING MINUTES 29 JULY 2021

RECOMMENDATION

That Council:

1. Accept the minutes of the Audit & Risk Committee meeting held on 29 July 2021; and
2. Endorse the recommendations contained within the reports.

1. Executive Summary

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

In accordance with the Audit & Risk Committee Charter, the minutes of the Audit & Risk Committee held on 29 July 2021 are attached.

The following reports were considered by the Committee:

- WHS Status Report
- Audit and Risk Committee annual report
- Major Projects/Incidents and Legal Proceedings
- Quarterly Claims Management Report June 2021
- Internal Audit Report – Review of Credit Cards inc data mining
- Internal Audit Report – Local Laws
- Risk Register Report
- Fraud Risk Register Report
- 2020/21 Asset Valuations – report on process
- Internal Audit Action Status Report
- Election of the Audit & Risk Committee Chair

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

2. Financial Implications

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

3. Risk Management

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

4. Internal and External Consultation

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

5. Regional Context

All Victorian council's are required to have an Audit & Risk Committee.

6. Council Plan Strategy

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

FILE NO: F
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.2.3

AUDIT & RISK COMMITTEE MEETING MINUTES 29 JULY 2021 (cont'd)

7. Legislative / Policy Implications

There are no implications with this report.

8. Environmental Impact

There is no environmental impact with this report.

9. Conflict of Interest Considerations

There is no officer conflict of interest considerations.

10. Conclusion

That Council receive and accept the Audit & Risk Committee meeting minutes held on 29 July 2021 and endorse the recommendations contained within the reports.

Attachments

- 1 Audit & Risk Committee Meeting Minutes - 29 July 2021

FILE NO: F
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.2.3

AUDIT & RISK COMMITTEE MEETING MINUTES 29 JULY 2021 (cont'd)

ATTACHMENT No [1] - Audit & Risk Committee Meeting Minutes - 29 July 2021



MINUTES

**AUDIT & RISK COMMITTEE MEETING HELD AT
COUNCILLOR BRIEFING ROOM,
THURSDAY 29 JULY 2021**

The meeting commenced at 9.10 am.

PRESENT Ms Lisa Ford (Chair)
Councillor Wayne Limbrick
Ms Julie Guest
Mr Fred Douglas

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

1. APOLOGIES

Councillor Martin
Mayor Mustica

2. DECLARATION OF ANY CONFLICT OF INTEREST

Nil

3. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

MOTION:

CR WAYNE LIMBRICK / JULIE GUEST

"That the minutes of the Audit & Risk Committee Meeting held on Thursday, 13 May 2021, as prepared, be confirmed."

(CARRIED)

4. BUSINESS ARISING FROM PREVIOUS MEETING

Nil

FILE NO: F
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.2.3

AUDIT & RISK COMMITTEE MEETING MINUTES 29 JULY 2021 (cont'd)

ATTACHMENT No [1] - Audit & Risk Committee Meeting Minutes - 29 July 2021

OFFICE OF CEO
OFFICER REPORTS FOR DETERMINATION

AUDIT & RISK COMMITTEE MEETING
THURSDAY, 29 JULY 2021

FILE NO: 0001.
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 5.1.1
(OCCUPATIONAL HEALTH & SAFETY
COORDINATOR, ANTHONY HICKS)
(HUMAN RESOURCES ADVISOR, KRISTINA
SKIPPER)

WHS STATUS REPORT

Executive Summary

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

There were seven (7) incident reports received in the June 2021 quarter compared to seven (7) in the June 2019/20 quarter and fifteen (15) for the June 2018/19 quarter.

MOTION

JULIE GUEST / CR WAYNE LIMBRICK

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

(CARRIED)

FILE NO: F
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.2.3

AUDIT & RISK COMMITTEE MEETING MINUTES 29 JULY 2021 (cont'd)

ATTACHMENT No [1] - Audit & Risk Committee Meeting Minutes - 29 July 2021

CORPORATE
OFFICER REPORTS FOR DETERMINATION

AUDIT & RISK COMMITTEE MEETING
THURSDAY, 29 JULY 2021

FILE NO: F13/493
5. DEMONSTRATING GOOD GOVERNANCE

ITEM NO: 5.2.1

AUDIT AND RISK COMMITTEE ANNUAL REPORT

Executive Summary

The Moira Shire Council Audit and Risk Committee Charter requires the Committee to provide a biannual report of the previous financial years' activities to Council. This report summarises the key activities of the Audit and Risk Committee during 2020/21.

A key objective of Council is to ensure effective corporate governance through the application of strong and appropriate policies, procedures and controls. To assist Council achieve this objective, the Audit and Risk Committee's key role is to provide appropriate advice and recommendations to Council on matters relevant to the Audit and Risk Committee's Charter.

These matters include:

- the effectiveness of internal and external financial reporting;
- management of financial and other risks and the protection of Council assets;
- compliance with laws and regulations as well as use of best practice guidelines;
- the effectiveness of the internal audit function;
- communication between the external auditor, internal auditor, management and the Council.

Chairperson's Report

The Chairperson has prepared a report, which is included as an attachment to this report.

Meetings

The Audit and Risk Committee hold five meetings during the year which complies with the requirement to meet at least quarterly.

Membership

The Audit and Risk Committee consists of five members; three independent members and two Councillors.

The Committee members as at 30/06/2021 are:

- Ms Lisa Ford (Chair)
- Ms Julie Guest
- Mr Fred Douglas
- Cr Marie Martin
- Cr Wayne Limbrick

In accordance with the Charter, the Mayor of Moira Shire Council serves as an ex-officio member of the Audit and Risk Committee. Where a meeting of the Committee is unable to form a quorum, the Mayor may substitute for a member with full voting rights.

The Committee is supported by the attendance of the Chief Executive Officer, General Manager Corporate, Manager Governance & Risk, Council's Internal Auditor and representatives of the Victorian Auditor General's Office as required.

FILE NO: F
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.2.3

AUDIT & RISK COMMITTEE MEETING MINUTES 29 JULY 2021 (cont'd)

ATTACHMENT No [1] - Audit & Risk Committee Meeting Minutes - 29 July 2021

CORPORATE
OFFICER REPORTS FOR DETERMINATION

AUDIT & RISK COMMITTEE MEETING
THURSDAY, 29 JULY 2021

FILE NO: F13/493
5. DEMONSTRATING GOOD GOVERNANCE

ITEM NO: 1.2.1

AUDIT AND RISK COMMITTEE ANNUAL REPORT (cont'd)

Record of Attendance

Table 1: The following table provides the record of attendance for Audit and Risk Committee Meetings held since the last report.

Members	18/02/2021	13/05/2021
Ms Guest	✓	✓
Ms Ford	✓	✓
Mr Douglas	✓	✓
Cr Limbrick	✓	✓
Cr Martin	✓	✓
Cr Mustica	Apology	Apology

Summary of matters considered by the Audit and Risk Committee

The Audit and Risk Committee facilitated Council's decision making process through the management of Council's internal audit plan and program, critical evaluation of external audit reports, monitoring Council's risk exposure and providing comment on various financial reports throughout the financial year.

Table 2: The following Table provides a summary of the reports considered by the Audit and Risk Committee during 2020/21.

Subject	Report Title	Meeting
Internal Audit Reports	Review of Occupational Health, Safety and Wellbeing Risk Management	30 July 2020
	Review of Event Management	30 July 2020
	Review of Waste Management	30 July 2020
	Review of Maternal and Child Health	30 July 2020
	Review of IT Risk Management Controls and Cyber Security	18 February 2021
	Review of Infrastructure Asset Management	13 May 2021
	Statutory Planning	13 May 2021
	Internal Audit Action Status Report	All Meetings
	Review of Internal Auditor's Performance	30 July 2020
	Review Internal Audit Plan	30 July 2020 13 May 2021
External Audit Reports	VAGO Closing Report 2019/20	17 September 2020
	Note external auditors proposed audit scope	13 May 2021
	VAGO Audit Strategy and Interim Management Letter 2020/21	13 May 2021
Subject	Report Title	Meeting
Risk Management & Audit Reports	Risk Register Report	All Meetings
	Fraud Risk Register Report	All Meetings

FILE NO: F
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.2.3

AUDIT & RISK COMMITTEE MEETING MINUTES 29 JULY 2021 (cont'd)

ATTACHMENT No [1] - Audit & Risk Committee Meeting Minutes - 29 July 2021

CORPORATE
OFFICER REPORTS FOR DETERMINATION

AUDIT & RISK COMMITTEE MEETING
THURSDAY, 29 JULY 2021

FILE NO: F13/493
5. DEMONSTRATING GOOD GOVERNANCE

ITEM NO: 1.2.1

AUDIT AND RISK COMMITTEE ANNUAL REPORT (cont'd)

	Claims Management Status Report 2019/20	30 July 2020
	Claims Management Status Report 2020/21	22 October 2020 18 February 2021 13 May 2021
	CEO Update & Legal Matters	All meetings
	Major Projects and Legal Proceedings	All meetings
Financial Reports	Quarterly Budget Review	22 October 2020 18 February 2021 13 May 2021
	2019/20 Draft Financial Report and Performance Statement	17 September 2020
	2019/20 Asset Valuations – Report on Process	30 July 2020
	Use of Council Credit Cards for Period 1 January 2020 to 31 December 2020	18 February 2021
	2019/20 Asset Valuations – Conclusion on Fair Value	17 September 2020
Other Matters	Audit Committee Bi-annual Report	18 February 2021
	WHS Report	All Meetings
	Policy Register Update	22 October 2020 13 May 2021
	Audit Committee Annual Report	30 July 2020
	Audit Committee Self - Assessment	30 July 2020
	Chairperson's Report	30 July 2020
	Audit Committee Actions Register	All Meetings
	Membership Register	30 July 2020 18 February 2021
	Amendment to the Audit Committee Charter	22 October 2020
	Audit and Risk Committee Meeting Dates for 2021	22 October 2020
	Update on the Review the Business Continuity Plan and IT Disaster Recovery Plan	13 May 2021

MOTION

JULIE GUEST / FRED DOUGLAS

That the Audit and Risk Committee;

- note the Annual Report; and
- refer the Annual Report to Council for endorsement.

(CARRIED)

FILE NO: F
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.2.3

AUDIT & RISK COMMITTEE MEETING MINUTES 29 JULY 2021 (cont'd)

ATTACHMENT No [1] - Audit & Risk Committee Meeting Minutes - 29 July 2021

CORPORATE
OFFICER REPORTS FOR DETERMINATION

AUDIT & RISK COMMITTEE MEETING
THURSDAY, 29 JULY 2021

FILE NO: F13/493
5. DEMONSTRATING GOOD GOVERNANCE

ITEM NO: 5.2.2

MAJOR PROJECT/INCIDENTS AND LEGAL PROCEEDINGS

Executive Summary

The major projects/incidents and legal proceedings report provides an opportunity to update the Audit & Risk Committee on major projects and any potentially high risk matters.

Audit and Risk Committee were provided an update on the following subject matters:

- Insurance
- COVID-19 Pandemic Response
- Yarrawonga Library Precinct
- Moira Vision 2035

MOTION

CR WAYNE LIMBRICK / JULIE GUEST

That the Audit & Risk Committee note the information provided.

(CARRIED)

FILE NO: F
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.2.3

AUDIT & RISK COMMITTEE MEETING MINUTES 29 JULY 2021 (cont'd)

ATTACHMENT No [1] - Audit & Risk Committee Meeting Minutes - 29 July 2021

CORPORATE
OFFICER REPORTS FOR DETERMINATION

AUDIT & RISK COMMITTEE MEETING
THURSDAY, 29 JULY 2021

FILE NO: F13/493
5. DEMONSTRATING GOOD GOVERNANCE

ITEM NO: 5.2.3
(INSURANCE OFFICER, CHRISTINE
PERKINS)
(GENERAL MANAGER CORPORATE, SIMON
RENNIE)

QUARTERLY CLAIMS MANAGEMENT REPORT JUNE 2021

Executive Summary

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

Council received 9 incident reports including 7 liability claims this quarter and there were also 8 motor vehicle claims made by Council during the quarter.

All incidents and claims have been investigated and managed in accordance with Council's procedures and have been referred to Council's Claims Managers as required.

MOTION

CR WAYNE LIMBRICK / JULIE GUEST

That the Audit and Risk Committee;

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

(CARRIED)

FILE NO: F
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.2.3

AUDIT & RISK COMMITTEE MEETING MINUTES 29 JULY 2021 (cont'd)

ATTACHMENT No [1] - Audit & Risk Committee Meeting Minutes - 29 July 2021

CORPORATE
OFFICER REPORTS FOR DETERMINATION

AUDIT & RISK COMMITTEE MEETING
THURSDAY, 29 JULY 2021

FILE NO: D21/119816
4. A WELL RUN COUNCIL

ITEM NO: 5.2.4

INTERNAL AUDIT REPORT - REVIEW OF CREDIT CARDS - INC DATA MINING

Executive Summary

AFS Chartered Accountants recently performed a review of Credit Cards including data mining, in accordance with the Internal Audit Plan adopted by Council on 18 December 2019.

1 moderate risk, 6 minor risks and 2 opportunities for improvement are recommended.

MOTION

FRED DOUGLAS / CR WAYNE LIMBRICK

That the Audit and Risk Committee:

1. note the Internal Audit Report - Review of Credit Cards including data mining; and
2. endorse the report to be referred to Council for consideration.

(CARRIED)

FILE NO: F
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.2.3

AUDIT & RISK COMMITTEE MEETING MINUTES 29 JULY 2021 (cont'd)

ATTACHMENT No [1] - Audit & Risk Committee Meeting Minutes - 29 July 2021

CORPORATE
OFFICER REPORTS FOR DETERMINATION

AUDIT & RISK COMMITTEE MEETING
THURSDAY, 29 JULY 2021

FILE NO: D21/119829
4. A WELL RUN COUNCIL

ITEM NO: 5.2.5

INTERNAL AUDIT REPORT - LOCAL LAWS

Executive Summary

AFS Chartered Accountants recently performed a review of the operations of the Local Laws unit in accordance with the Internal Audit Plan adopted by Council on 18 December 2019.

The Internal Audit has identified a comprehensive set of procedures to guide operational processes and establishes clear expectations for employees within the Safety & Amenity Unit. Operational delivery is driven by customer requests and is therefore reactive by nature.

2 moderate risks, 4 minor risks and 1 opportunity for improvement are recommended.

MOTION

JULIE GUEST / CR WAYNE LIMBRICK

That the Audit and Risk Committee:

1. note the Internal Audit Report - Review of Local Laws; and
2. endorse the report to be referred to Council for consideration.

(CARRIED)

FILE NO: F
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.2.3

AUDIT & RISK COMMITTEE MEETING MINUTES 29 JULY 2021 (cont'd)

ATTACHMENT No [1] - Audit & Risk Committee Meeting Minutes - 29 July 2021

CORPORATE
OFFICER REPORTS FOR DETERMINATION

AUDIT & RISK COMMITTEE MEETING
THURSDAY, 29 JULY 2021

FILE NO: F13/493
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 5.2.6
(GOVERNANCE OFFICER, NATALIE EVANS)
(GENERAL MANAGER CORPORATE,
RENNIE, SIMON)

RISK REGISTER REPORT

Executive Summary

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

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

Reporting Quarter	Extreme		High		Moderate		Low		Total
	Active	Residual	Active	Residual	Active	Residual	Active	Residual	
June 2021	0	0	4	9	16	19	0	6	54
March 2021	0	0	3	10	12	23	0	6	54

Since our last report our total active risks have increased by 5 to include the following:

- a) **Planning**
One risk action is required as a result of the Internal Audit conducted by AFS Chartered Accountants. This audit report was presented to the Audit & Risk Committee in May 2021.
- b) **Asset Management**
Seven risk actions are required as a result of the Internal Audit conducted by AFS Chartered Accountants. This audit report was presented to the Audit & Risk Committee in May 2021.
- c) **Customer Service**
Five new risk actions were created as a result of a self-audit conducted on cash-handling processes. This self-audit report was presented to the Corporate Management Team in May 2021.
- d) **Landfill and Transfer Station**
Three new risk actions were created as a result of a self-audit conducted on cash-handling processes. This self-audit report was presented to the Corporate Management Team in May 2021.
- e) **Local Laws**
Three new risk actions are required as a result of the Internal Audit conducted by AFS Chartered Accountants. This audit report has now been issued and is provided to the Audit & Risk Committee under a separate report for noting.

There are now 20 active risks and 34 residual risks on Councils Risk Register. A summary of our Top 15 Risks is attached to this report.

Risk Actions completed:

The June 2021 quarter saw a total of 7 risk actions completed (2 of these actions no longer required), as follows:

- **Governance Management** - The final action under the risk, Governance Management has been completed, with the endorsement of Public Interest Disclosure Procedures by CMT and the rollout of training to all staff during the quarter.
- **IT Management** - Both remaining actions under IT Management have been completed, with the development of a Cyber Incident Response Plan and communication to all staff.

FILE NO: F
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.2.3

AUDIT & RISK COMMITTEE MEETING MINUTES 29 JULY 2021 (cont'd)

ATTACHMENT No [1] - Audit & Risk Committee Meeting Minutes - 29 July 2021

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5. TRANSPARENT AND ACCOUNTABLE
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ITEM NO: 5.2.6

RISK REGISTER REPORT (cont'd)

The historic action relating to lockdown of corporate drives has also been completed as this is no longer required.

- **Infrastructure Management** – The historic risk action regarding development of Service Level Agreements with departmental clients has been completed as it has been determined this is not required.
- **Road Management Plan** - One of the two risk actions have been completed, with all high use pathways having been reinspected since the removal of the *force majeure* which was in place due to COVID.
- **Asset Management** -Two risk actions have been completed, with the implementation of an internal reporting process for managers completed and the reassessment of hazards. Hazards have been reviewed and ratings adjusted in Fulcrum and Conquest based on measures taken to make urgent rated actions safe or repair works being completed.

With the completion of the final actions under Governance Management, IT Management, and Infrastructure Management these will now move from 'active' risks to 'residual' risks.

MOTION

JULIE GUEST / FRED DOUGLAS

That the Audit & Risk Committee;

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

(CARRIED)

FILE NO: F
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.2.3

AUDIT & RISK COMMITTEE MEETING MINUTES 29 JULY 2021 (cont'd)

ATTACHMENT No [1] - Audit & Risk Committee Meeting Minutes - 29 July 2021

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AUDIT & RISK COMMITTEE MEETING
THURSDAY, 29 JULY 2021

FILE NO: F13/493
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 5.2.7
(GOVERNANCE OFFICER, NATALIE EVANS)
(GENERAL MANAGER CORPORATE,
RENNIE, SIMON)

FRAUD RISK REGISTER REPORT

Executive Summary

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

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

Reporting Quarter	Extreme		High		Moderate		Low		Total
	Active	Residual	Active	Residual	Active	Residual	Active	Residual	
June 2021	0	0	0	1	3	8	0	5	17
March 2021	0	0	0	1	1	10	0	5	17

Active risks:

Since the last report our active moderate risks have increased by two to include Fraud Management and Credit Card Management:

a) Security of Council Property

Work continues on the active fraud risk action to upgrade Councils Key Register. The re-keying project tender will be advertised in July and is expected to be presented to the August Council Meeting.

b) Fraud Management

One new risk action is required as a result of a self-audit conducted on cash handling processes. The outcome of the audit was the implementation of an integrated eftpos system. This has been set up and is pending IT configuration.

c) Credit Card Management

Three new risk actions are required as a result of the Internal Audit conducted by AFS Chartered Accountants. This audit report has now been issued and is provided to the Audit & Risk Committee under separate report for noting.

There are now 3 active risks and 14 residual risks on Councils Fraud Risk Register. The residual high risk relates to financial management. The 8 residual moderate risks relate to payroll, insurance claims, grant management, delegations, IT security, misuse of Council property, revenue management and theft.

MOTION

CR WAYNE LIMBRICK / JULIE GUEST

That the Audit & Risk Committee;

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

(CARRIED)

FILE NO: F
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.2.3

AUDIT & RISK COMMITTEE MEETING MINUTES 29 JULY 2021 (cont'd)

ATTACHMENT No [1] - Audit & Risk Committee Meeting Minutes - 29 July 2021

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FILE NO:
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 5.2.8
(FINANCIAL ACCOUNTANT, ANDREW
WILSON)
(GENERAL MANAGER CORPORATE,
RENNIE, SIMON)

2020/21 ASSET VALUATIONS - REPORT ON PROCESS

Executive Summary

The value of Council's non-current physical assets is a significant component of Council's overall financial position.

Council must report the values of its non-current physical assets on an annual basis and these figures are contained within the annual financial statements.

The valuation methodology that is recommended in the *Fair Value measurement of non-financial physical assets, Guidance Notes*, published by the Valuer General Victoria 2015, and the Victorian Government's Financial Reporting Direction 103F Non-Financial Physical Assets (June 2015) are being utilised.

Council has in place a robust system of valuing assets which has strong internal controls and includes the services of independent valuers and qualified staff which has received unqualified audit results.

MOTION

CR WAYNE LIMBRICK / FRED DOUGLAS

That the Audit Committee note the 2020/21 Asset Valuations - Report on process.

(CARRIED)

FILE NO: F
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.2.3

AUDIT & RISK COMMITTEE MEETING MINUTES 29 JULY 2021 (cont'd)

ATTACHMENT No [1] - Audit & Risk Committee Meeting Minutes - 29 July 2021

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AUDIT & RISK COMMITTEE MEETING
THURSDAY, 29 JULY 2021

FILE NO:
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 1.2.9
(ACTING MANAGER GOVERNANCE & RISK)
(GENERAL MANAGER CORPORATE,
SIMON RENNIE)

INTERNAL AUDIT ACTION STATUS REPORT

Executive Summary

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

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

The Local Laws and Review of Credit Cards has been completed with actions included into the Risk Register. The next internal audit is scheduled for October 2021.

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

	Risk Rating		
	High	Moderate	Minor
Event Management			7
Asset Management		4	2
Maternal and Child Health		2	1
Tree Management		5	
WHS Management			2
Local Laws		1	2
Planning Scheme			1
Waste Management		2	1
Credit Card Management			3

MOTION

JULIE GUEST / CR WAYNE LIMBRICK

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

(CARRIED)

FILE NO: F
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.2.3

AUDIT & RISK COMMITTEE MEETING MINUTES 29 JULY 2021 (cont'd)

ATTACHMENT No [1] - Audit & Risk Committee Meeting Minutes - 29 July 2021

CORPORATE
OFFICER REPORTS FOR DETERMINATION

AUDIT & RISK COMMITTEE MEETING
THURSDAY, 29 JULY 2021

FILE NO:
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 5.2.10

ELECTION OF THE AUDIT & RISK COMMITTEE CHAIR

Lisa Ford nominated Fred Douglas as chair of the Audit & Risk Committee

Fred accepted the nomination.

No other nominations were received.

MOTION

CRS LISA FORD / JULIE GUEST

That Fred Douglas be appointed as chair of the Audit & Risk Committee for the next 12 months.

(CARRIED)

FILE NO: F
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.2.3

AUDIT & RISK COMMITTEE MEETING MINUTES 29 JULY 2021 (cont'd)

ATTACHMENT No [1] - Audit & Risk Committee Meeting Minutes - 29 July 2021

GENERAL BUSINESS

AUDIT & RISK COMMITTEE MEETING
THURSDAY, 29 JULY 2021

FILE NO: VARIOUS

ITEM NO:

GENERAL BUSINESS

1.CEO Update

2.Internal audit program status update – Quarterly Industry Update

MEETING CLOSE: 11AM

FILE NO: F13/493
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.2.4
(SENIOR GOVERNANCE OFFICER,
NANCY MUSTICA)
(GENERAL MANAGER CORPORATE,
RENNIE, SIMON)

AUDIT AND RISK COMMITTEE ANNUAL REPORT

RECOMMENDATION

That Council note the Audit & Risk Committee Annual Report 2020/21.

1. Executive Summary

The Moira Shire Council Audit and Risk Committee is required to provide a biannual report of the previous financial years' activities to Council. This attached report summarises the key activities of the Audit and Risk Committee during 2020/21.

A key objective of Council is to ensure transparent and accountable governance through the application of strong and appropriate policies, procedures and controls. To assist Council achieve this objective, the Audit and Risk Committee's key role is to provide appropriate advice and recommendations to Council on matters relevant to the Audit and Risk Committee's Charter.

These matters include:

- the effectiveness of internal and external financial reporting;
- management of financial and other risks and the protection of Council assets;
- compliance with laws and regulations as well as use of best practice guidelines;
- the effectiveness of the internal audit function;
- communication between the external auditor, internal auditor, management and the Council.

Attached to this report is the Audit & Risk Committee Annual Report 2020/21 for Council consideration.

Meetings

The Audit and Risk Committee held five meetings during the year which complies with the requirement within the Charter to meet at least quarterly.

Membership

The Audit and Risk Committee consists of five members; three independent members and two Councillors.

The Committee members as at 30/06/2021 are:

- Ms Lisa Ford (Chair)
- Ms Julie Guest
- Mr Fred Douglas
- Cr Marie Martin
- Cr Wayne Limbrick

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AUDIT AND RISK COMMITTEE ANNUAL REPORT (cont'd)

2. Financial Implications

There are no financial implications to consider.

3. Risk Management

Risk management considerations are contained within the Audit & Risk Committee Annual Report.

4. Internal and External Consultation

The Committee is supported by the attendance of the Chief Executive Officer, General Manager Corporate, Manager Governance & Risk, Council's Internal Auditor and representatives of the Victorian Auditor General's Office as required.

5. Council Plan Strategy

This report aligns with strategic pillar 5 – Transparent and Accountable Governance.

6. Conflict of Interest Considerations

There is no officer conflict of interest considerations.

7. Conclusion

That Council consider the attached Audit & Risk Committee Annual Report 2020/21.

Attachments

- 1 Audit & Risk Committee Annual Report 2020/21

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5. TRANSPARENT AND ACCOUNTABLE
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AUDIT AND RISK COMMITTEE ANNUAL REPORT (cont'd)

ATTACHMENT No [1] - Audit & Risk Committee Annual Report 2020/21



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5. TRANSPARENT AND ACCOUNTABLE
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ITEM NO: 10.2.4

AUDIT AND RISK COMMITTEE ANNUAL REPORT (cont'd)

ATTACHMENT No [1] - Audit & Risk Committee Annual Report 2020/21

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5. TRANSPARENT AND ACCOUNTABLE
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ITEM NO: 10.2.4

AUDIT AND RISK COMMITTEE ANNUAL REPORT (cont'd)

ATTACHMENT No [1] - Audit & Risk Committee Annual Report 2020/21

1. Message from the Chairperson

It is with great pleasure that I present the annual Moira Shire Audit and Risk Committee Chairperson's report for the year ended 30th June 2021.

In accordance with section 153 of the Local Government Act 2020, the Moira Shire Audit & Risk Committee has continued to be active for the year ended 30th June 2021. Like many other businesses, organisations and committees, we were able to adapt to Covid-19 conditions and social distancing restrictions. Both the external and all internal audits were able to be completed as scheduled throughout the year. The Committee has continued to work with the internal and external auditors, as well as council and the management team in a constructive and proactive manner in accordance with our current Charter.

I was re-appointed Chairperson of the Committee in August 2020, and was joined by Mr Fred Douglas and Ms Julie Guest as the other two independent members. Cr Ed Cox and Cr Marie Martin continued to represent the council until elections were held in late 2020. Cr Martin was re-elected and again joined us as a valuable Audit & Risk Committee member. We were also happy to welcome Cr Wayne Limbrick to the committee and look forward to his expertise and input. I also note the Mayor is able to act as an ex-officio member, able to assume a voting right only if a quorum cannot be met.

During the year, the Audit and Risk Committee continued to act in its advisory capacity to the Moira Shire Council, by assisting in the discharge of administrative and corporate governance responsibilities through monitoring the audit process as well as risk management and the internal control framework. The agenda and supporting reports and information provided by management to the Audit and Risk Committee was of a very high standard, allowing for easy review, open discussion and constructive feedback. We found Management to be very receptive to the outcomes of discussions and were willing to make appropriate changes where necessary.

The Audit and Risk Committee has an active role in setting and reviewing the four-year internal audit program. The internal auditors have attended all Audit and Risk Committee meetings and we have found them to be very thorough and professional and welcome the valuable feedback and insight they continue to provide to the Committee. Their knowledge of local government and the risks they face is evident in the way they draw on industry experience and remain aware of current issues and regulatory changes effecting the Moira Shire.

The external auditors attend Audit and Risk Committee meetings as required and have provided valuable, objective insight and positive comments regarding the work of, and relationship with, the management of the Moira Shire Council.

We have seen a reduction in the assessed level of risk and also in the number of issues reported by both the internal and external auditors. This is really encouraging for the effectiveness of the Audit and Risk Committee and a positive reflection on Managements' focus on risk assessment, sound governance and best practice systems and procedures.

Part of our charter is to regularly review our own performance. We welcome any feedback on our role supporting the Moira Shire Council in discharging its corporate governance responsibilities.

I would sincerely like to thank all of those involved in organising and attending the committee meetings. The Council staff have done an excellent job in providing the agenda and supporting information and reports in a high-quality, consistent format. Management has also enabled access to the appropriate and knowledgeable people to provide additional information and answer any

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AUDIT AND RISK COMMITTEE ANNUAL REPORT (cont'd)

ATTACHMENT No [1] - Audit & Risk Committee Annual Report 2020/21

queries we may have. The CEO has attended most meetings during the year and I would like to take this opportunity to thank Mark Henderson for his leadership and guidance. We would also like to welcome Clare Keenan into the role of CEO and look forward to her insight and input during our Audit & Risk Committee meetings.

Finally, I would like to thank the committee members who give their time and expertise to provide valuable input throughout the year.

Lisa Ford

Chairperson

Moirā Shire Audit and Risk Committee.

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AUDIT AND RISK COMMITTEE ANNUAL REPORT (cont'd)

ATTACHMENT No [1] - Audit & Risk Committee Annual Report 2020/21

2. The Audit & Risk Committee

The Audit and Risk Committee (the Committee) is an independent advisory Committee to Council. The primary objective of the Committee is to assist Council in the effective conduct of its responsibilities for financial reporting, management of risk, maintaining a reliable system of internal controls and facilitating the organisation's ethical development.

The Committee is established to assist the co-ordination of relevant activities of management, the internal audit function and the external auditors to facilitate achieving overall organisational objectives in an efficient and effective manner. As part of Council's governance obligations to its community, Council has constituted the Committee to facilitate:

- The enhancement of the credibility and objectivity of internal and external financial reporting;
- Effective management of financial and other risks and the protection of Council assets;
- Compliance with laws and regulations as well as use of the best practice guidelines;
- The effectiveness of the internal audit function;
- The provision of an effective means of communication between external auditors, internal audit, management and the Council.

AUTHORITY

The Committee is an advisory committee of Council as set out in Section 53 of the *Local Government Act 2020* (the Act). The Committee does not have executive powers of authority to implement actions in areas over which management has the responsibility and does not have any delegated financial responsibility. The Committee does not have any management functions and is therefore independent of management. This Charter has been developed in accordance with Section 54 of the Act.

The Committee's role is to report to Council and provide appropriate advice and recommendations on matters relevant to its Charter in order to facilitate decision making by Council in relation to the discharge of responsibilities.

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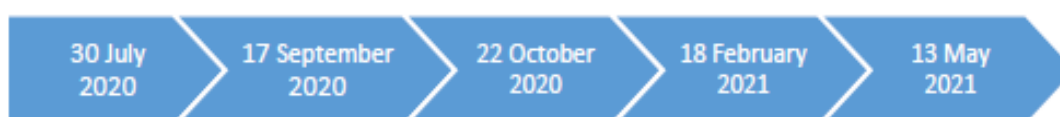
AUDIT AND RISK COMMITTEE ANNUAL REPORT (cont'd)

ATTACHMENT No [1] - Audit & Risk Committee Annual Report 2020/21

3. Membership, Meetings and Performance

Membership & Meetings

The Audit and Risk Committee held five meetings during 2020/21, which complies with the requirement to meet at least quarterly.



The Audit & Risk Committee consists of five members; three independent members and two Councillors.

The following table outlines the Audit & Risk Committee attendance for the financial year:

Committee Members	30/07/2020	17/09/2020	22/10/2020	18/02/2020	13/05/2020
Ms Guest	√	√	√	√	√
Ms Ford	√	√	√	√	√
Mr Douglas	√	√	LOA	√	√
Cr Cox	Apology	√	√		
Cr Limbrick				√	√
Cr Martin	√	√	Apology	√	√
Mayor Mustica	Apology	Apology	√	Apology	Apology

Performance

Each year the Committee undertakes a self-assessment of its performance against the Moira Shire Council's Audit and Risk Committee Charter.

Each member of the Audit and Risk Committee, with the exception of Cr Wayne Limbrick and the Mayor, completed a review of the Audit and Risk Committee's effectiveness. The review survey asked members to rate the Audit and Risk Committee's performance in regard to eight functional areas as 'less than adequate', 'adequate' or 'more than adequate'.

Overall, members believe the Audit and Risk Committee's performance and effectiveness was adequate (56%) or more than adequate (44%) for the 2020/2021 financial year. This is an increase from last year when the rating was adequate (55%) but a decrease in the more than adequate (45%).

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The following Table provides a summary of the survey results for each of the eight functional self-assessment areas:

Summary of Survey Item	Rating Result	
	Adequate	More than adequate
A. The A & R C has monitored and reported on the systems and activities of Council.	25%	75%
B. The A & R C has received whatever information, presentations or explanations it considers necessary to fulfill its responsibilities.	50%	50%
C. The A & R C has worked with management and Internal Audit to develop a framework for monitoring the multi-dimensional elements of corporate governance.	50%	50%
D. The A & R C has reviewed the risk management systems and made recommendations to address deficiencies.	75%	25%
E. The A & R C has reviewed the effectiveness of management information including financial controls and reporting.	75%	25%
F. The A & R C has reviewed reports outlining changes in regulations and laws and Council's compliance to legislation.	75%	25%
G. The A & R C has reviewed, and made recommendations in regard to internal and external audit, the internal audit plan and AC annual Plan.	50%	50%
H. The A & R C meetings have been conducted in accordance with the agenda and allowed open discussion.	50%	50%
TOTAL 2020/2021	56%	44%
TOTAL 2019/2020	55%	45%

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AUDIT AND RISK COMMITTEE ANNUAL REPORT (cont'd)

ATTACHMENT No [1] - Audit & Risk Committee Annual Report 2020/21

4. Audit & Risk Committee Outcomes 2020/21

Internal Audit Program

This past year, the Internal Audit program conducted by AFS & Associates Pty Ltd (AFS) is its 3rd year of a four-year program.

The endorsed four-year program is summarised below:

Year 1 - 2019/20	Maternal and Child Health
	Tree Management
	Event Management
	Occupational Health, Safety and Wellbeing Risk Management
	Waste Management
	Prior year closed findings follow up
Year 2 – 2020/21	IT Risk Management Controls and Cyber Security
	Statutory Planning
	Infrastructure Asset Management
	Local Laws
	Review of Credit Cards including data mining
	Prior years closed findings follow up
Year 3 – 2021/22	Strategic and Service Level Planning
	Grant Management
	Committees and Volunteer Management
	Governance and Legislative Compliance
	Prior years closed findings follow up
Year 4 – 2022/23	Human Resource Management
	Project Management
	Business Continuity Management and Disaster Recovery Planning
	Fraud and Corruption Risk Management Framework
	Review of Credit cards including data mining
	Prior years closed findings follow up.

The Audit & Risk Committee would like to highlight the following outcomes to Council.

The key outcomes of these audits are as follows:

Review of Occupational Health, Safety and Wellbeing Risk Management

The scope of the audit included:

The scope of the internal audit included:

- gauging workplace culture towards Occupational Health, Safety and Wellbeing (OHSW)
- assessing the policy and procedure framework for OHSW and performing a gap analysis – including Mental Health and Wellbeing Management
- Confirming processes are in place for:
 - responding to staff raising concerns about their health, safety and wellbeing, including mental health
 - developing Mental Health Plans
 - screening for pre-existing conditions/fitness for roles in the recruitment process
- identify systems used in the management of OHSW
- confirming actions against the policy and procedure framework

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AUDIT AND RISK COMMITTEE ANNUAL REPORT (cont'd)

ATTACHMENT No [1] - Audit & Risk Committee Annual Report 2020/21

- identifying analysis, reporting and monitoring of key risk indicators
- confirming risks are identified and controls logged in Council's Risk Management Framework
- confirming roles and accountabilities exist in position descriptions and staff performance review processes
- confirming induction processes for employees, volunteers and contractors and test application
- reviewing WorkCover claims management processes.

The review was conducted on 10-11 March 2020.

The audit resulted in five recommendations, four minor risks being identified and one opportunity to improve. Management accepted all recommendations. This was presented to the Committee on 30 July 2020 and to Council on 26 August 2020.

Review of Event Management

The objective of this internal audit was to review the effectiveness of event management in achieving event and economic goals, whilst effectively identifying and mitigating associated risks at Moira Shire Council

The scope of the audit included:

The scope of the internal audit included:

- confirming event risk-identification, planning and management occurs
- reviewing event reporting including Post-Event Debriefs
- confirming Council's processes for ensuring public safety
- confirming an Incident Management Process exists for events
- reviewing:
 - Bond and Hire Fee Processing
 - recording of events
 - stake holder meetings with both Internal and External parties.

The audit resulted in ten recommendations, all minor risks being identified. Management accepted all recommendations and this report was presented to the Committee on 30 July 2020 followed by Council on 26 August 2020.

Review of Waste Management

The objective of the internal audit was to examine how and to what extent Moira Shire Council (MSC) ensure Waste Management Services deliver value for money to ratepayers.

Overall we found a strong framework and strategy in place and being implemented to meet Council's legislative and service delivery obligations for waste.

It was noted:

- the waste rating strategy within MSC's Rating and Service Charges Strategy 2018-2022 includes principles of better practice
- the methodology for setting waste charges allocates both direct and indirect (overhead) costs to delivering waste services
- the Landfill Rehabilitation Provision is supported by robust calculations and justification of the collection of waste charges for this purpose
- quarterly and annual reviews of financial performance against budget reduces the risk of over/under recovery
- waste contractor performance is monitored
- internal controls are in place over payments to contractors.
- the Waste Management Service Strategy 2018 – 2027 (WMSS) is aligned to the Regional

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AUDIT AND RISK COMMITTEE ANNUAL REPORT (cont'd)

ATTACHMENT No [1] - Audit & Risk Committee Annual Report 2020/21

- Implementation Plan developed by Goulburn Valley Waste and Resource Recovery Group (GVWRRG).

The internal audit was conducted in May 2020 and resulted in four recommendations, two moderate one minor and one opportunity to improve.

All recommendation were agree to and this audit report was presented to the Committee on 30 July 2020 followed by Council on 26 August 2020.

Review of Maternal Child Health and Immunisation Service

The scope of the review included:

- review of the MCHI function including immunisation programs
- consideration of the risks and control framework
- review of processes to meet legislative and clinical requirements
- review of staff credentials and ongoing performance monitoring.

Five recommendations were provided in the audit report, two moderate the remaining three were minor. The audit was conducted in December 2019 and presented to the Audit and Risk Committee on 30 July 2020 followed by Council on 26 August 2020.

Review of IT Risk Management – Controls and Cyber Security

The objective of the internal audit was to ensure Moira Shire Council (MSC) has identified and assessed IT risks, including cyber threats, and created appropriate mitigation and monitoring to reduce IT risks to an appropriate level.

The following table presents the scope of the review. The table below presents the detailed scope and associated internal audit procedures.

Ref.	Scope Area
A	Identifying the IT Risk Management and Governance Framework incorporating identifying IT risk, monitoring, reporting and control environment.
B	General controls over IT including: <ul style="list-style-type: none"> ▪ Management controls ▪ Physical security ▪ Key person dependency ▪ Continuity, back-up and disaster recovery planning and procedures ▪ Operating system and network security ▪ System development and management of outsourced IT arrangements ▪ Allowing/revoking system and area access for users (including temporary higher duties).
C	Assessing the capture and logging of issues and resolutions.
D	Assessing the management of Shared Services/Outsourcing Arrangements for data protection and privacy.
E	Understand the high-level process for how MSC has considered and managed Cyber Security risk, including the consideration of the eight essential mitigation strategies of the Australian Cyber Security Centre Essential Eight, which provides a baseline for Cyber Security.
F	Confirming the extent of cyber threat awareness training.

The Audit made two recommendations, one moderate and one minor. Management agreed with both recommendations. The audit report was presented to the Committee in February 2021 and then to Council in 24 March 2021.

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AUDIT AND RISK COMMITTEE ANNUAL REPORT (cont'd)

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Review of Infrastructure Management

The objective of the audit was to confirm Moira Shire Council's management of non-road/non-tree assets is effective to minimise risks.

The scope of this review included all infrastructure asset categories other than:

- road assets
- tree assets.

The following table presents the scope of the review. The below table presents the detailed scope and associated internal audit procedures.

Ref.	Scope Area
A	Identifying the various asset classes managed and volume by dollar value.
B	Ensuring appropriate plans are in place to manage these asset classes.
C	Confirming inspections occur in light of requirement of management plans and customer requests.
D	Ensuring rectification occurs within appropriate timeframes.
E	Reviewing the budget methodology to facilitate maintenance and renewal of these asset classes.
F	Confirming Buildings are inspected maintained in line with legislative obligations surrounding safety.
G	Reviewing the process to evaluate asset usage, consumption and justification for ongoing investment or divestment.

Nine recommendations were made by the audit and management disagreed with one of those recommendations and agreed to the remaining eight. The audit was presented to the Committee on 13 May 2021 and to Council on 23 June 2021.

Statutory Planning

The objective of the internal audit was to confirm the processes and policies in place to assist the Statutory Planning department achieve effective management of Moira Shire Council's Statutory Planning legislative and community obligations.

The scope of this review is detailed in the following table.

Ref.	Scope Area
A	Confirm appropriate planning procedures are in place to receive and manage planning applications
B	Ensure legislative obligations are able to be met (e.g. approval timeframes, process)
C	Ensure appropriate methodology to identify high-risk planning applications are handled by experienced staff and approved within delegation
D	Review the function's reporting processes and identifying any key risk indicators.

Three minor risks were identified in the report and management disagreed with two of these recommendations and partially agreed with the remaining one. These findings were presented to the Committee on 13 May 2021 followed by Council on 23 June 2021.

FILE NO: F13/493
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.2.4

AUDIT AND RISK COMMITTEE ANNUAL REPORT (cont'd)

ATTACHMENT No [1] - Audit & Risk Committee Annual Report 2020/21

5. Outlook for 2021/22

The Audit and Risk Committee will focus on working with external auditors to finalise the 2020/21 Financial and Performance Statements and recommending to Council the consideration of the draft statements.

The Committee will continue its rolling Internal Audit Program addressing operational issues and strategic risks.

The committee is committed to continue to oversee the review and development of Council's policies as they fall due and will stay up to date with any applicable matters raised by the Victorian Auditor General, Victorian Ombudsman, the Local Government Investigations and Compliance Inspectorate, the independent Broad-based Anti-corruption Commission and the Office of the Victorian Inspectorate.

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

ITEM NO: 10.2.5
(SENIOR GOVERNANCE OFFICER,
MARGARET HINCK)
(GENERAL MANAGER CORPORATE,
RENNIE, SIMON)

ASSEMBLIES OF COUNCILLORS JULY 2021

RECOMMENDATION

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

1. Executive Summary

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

2. Background and Options

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

An Assembly of Councillors can be defined as:

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

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

Meeting	Present at meeting	Matters discussed	Declaration of Interest(s)
Disability Advisory Committee 13 July 2021	Councillors: Peter Lawless Staff: Manager Recreation Health and Culture Georgia Hills Community Services Officer Emma Orsida	Terms of Reference review Access at a Glance Raising awareness & increasing inclusion in the community	Nil

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

ITEM NO: 10.2.5

ASSEMBLIES OF COUNCILLORS JULY 2021 (cont'd)

Meeting	Present at meeting	Matters discussed	Declaration of Interest(s)
<p>Council Briefing 14 July 2021</p>	<p>Councillors: Libro Mustica Julie Brooks Kevin Bourke Ed Cox Peter Elliott Peter Lawless Wayne Limbrick Peter Mansfield Marie Martin</p> <p>Staff: Chief Executive Officer Clare Keenan General Manager Infrastructure Andrew Close General Manager Community Sally Rice General Manager Corporate Simon Rennie Manager Recreation Health and Culture, Acting Manager Governance and Risk, Manager Building Planning & Regulatory Services, Safety and Amenity Coordinator, Safety and Amenity Technical Officer</p>	<p>Goulburn Broken Catchment Management Authority - overview Youth Council Community Vision update Planning Statistics Yarrowonga Multi Sport Stadium funding Domestic Animal Management Plan 2021 Local Government Community Satisfaction Survey results Draft Agenda Review</p>	<p>Nil</p>

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

ITEM NO: 10.2.5

ASSEMBLIES OF COUNCILLORS JULY 2021 (cont'd)

Meeting	Present at meeting	Matters discussed	Declaration of Interest(s)
Council Briefing 28 July 2021	<p>Councillors: Libro Mustica Julie Brooks Kevin Bourke Ed Cox Peter Elliott Peter Lawless Wayne Limbrick Peter Mansfield Marie Martin</p> <p>Staff: Chief Executive Officer, Mark Henderson General Manager Infrastructure, Andrew Close General Manager Community, Sally Rice General Manager Corporate, Simon Rennie</p>	Agenda Review	Nil

3. Financial Implications

There are no financial implications to consider with this report.

4. Risk Management

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

5. Internal

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

6. Council Plan Strategy

Transparent and accountable governance.

7. Legislative / Policy Implications

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

8. Environmental Impact

There are no environmental impacts to consider with this report.

9. Conflict of Interest Considerations

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

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

ITEM NO: 10.2.5

ASSEMBLIES OF COUNCILLORS JULY 2021 (cont'd)

10. Conclusion

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

Attachments

Nil

FILE NO: F21/55
1. A WELCOMING AND INCLUSIVE PLACE

ITEM NO: 10.3.1
(TEAM LEADER COMMUNITY SERVICES
AND YOUTH, JESSICA WIDDOP)
(GENERAL MANAGER COMMUNITY,
RICE, SALLY)

DRAFT WELLBEING FOR ALL AGES STRATEGY - ENDORSEMENT FOR COMMUNITY COMMENT

RECOMMENDATION

That Council endorse the draft Wellbeing for all Ages Strategy (the Strategy) being released for a period of community consultation.

1. Executive Summary

The Public Health and Wellbeing Act, 2008 (Vic) requires Councils to prepare a Municipal Public Health and Wellbeing Plan (MPHWP) within 12 months of a Council election.

The MPHWP provides a mechanism for planning, coordinating and delivering initiatives that inform understanding of, and improve local public health and wellbeing. The Plan is a municipal plan rather than Council's Plan and its development and implementation is the responsibility of a range of stakeholders. Council has an oversight and reporting role, in addition to delivering the Council specific roles and functions supporting health and wellbeing of residents and visitors.

Moira Shire's MPHWP, called the *Wellbeing for All Ages Strategy*, has been developed using the 10 priority areas from the *Victorian Public Health and Wellbeing Strategy 2019-2023*, in addition to consultation, data profiling and literature reviews.

The development of the draft Strategy has already involved extensive consultation. Through this consultation, a number of Priority Areas were identified, they are:

1. Healthy and supported communities

Moira Shire residents will have the resources, knowledge and support to live healthy, happy lives.

2. Safe, inclusive and prosperous communities

Moira Shire is a place where people feel safe, included and thrive as valued members of the community.

3. Healthy environments

All environments (natural and built) in Moira Shire encourage and support health and wellbeing.

This report recommends that the Draft Wellbeing for all Ages Strategy 2021-2025 be made available for public consultation. It is proposed that this will occur via making it available on the Moira Shire Council website for community comment. There will be public notices in the newspapers and on social media about the draft being available for review and comment.

The draft strategy will be circulated to key stakeholders to provide them an opportunity to make comment via the online form. Following this period of consultation the document will be revised and a Final Strategy will be presented to Council for endorsement.

FILE NO: F21/55
1. A WELCOMING AND INCLUSIVE PLACE

ITEM NO: 10.3.1

DRAFT WELLBEING FOR ALL AGES STRATEGY - ENDORSEMENT FOR COMMUNITY COMMENT (cont'd)

On the endorsement of the Final Strategy an Action Plan will be developed with stakeholders and key partners. The delivery of the Action Plan will involve these numerous stakeholder and key partners working across the entire municipality. Progress against the Action Plan will be reported to Council annually, in accordance with legislative requirements.

2. Background and Options

Victorian Local Government MPHWP's are required to respond to the priority areas detailed within the *Victorian Public Health and Wellbeing Strategy 2019-2023* as they apply to the local context.

The Moira Shire's *Wellbeing for All Ages Strategy* has been developed using these, in addition to information obtained through extensive public and stakeholder consultation activities, data profiling and literature reviews.

Council contracted Projectura to develop a Moira Shire Community Profile, bringing together a variety of data sets to provide a comprehensive demographic view of the Shire and its residents.

The Strategy has been developed in accordance with guiding principles to ensure that inequities in health outcomes and populations that may need a higher level of focus are prioritized when developing the Action Plan and its delivery. These principles are:

Equity – *Equity means fairness – concept of acknowledging differences and tailoring approaches to meet needs. Provide equal opportunities – level the playing field.*

Access – *Provide information, services and facilities that are inclusive and accessible to all.*

Diversity – *Ensure differences between people are respected, valued and incorporated into our work.*

Collaboration – *Working with the community, organisations and community groups to achieve common goals.*

Placed based – *working with local communities to respond to complex problems*

Progress on implementation of the Action Plan will be subject to annual reporting to Council.

3. Financial Implications

There are no financial implications associated with consulting on the draft.

4. Risk Management

COVID-19 continues to be a risk to the implementation of The Strategy and will be monitored accordingly through action plans.

5. Internal and External Consultation

More than 100 people, including Councilors, community members and representatives from local organisations and services participated in the development of the Draft Strategy via survey and face-to-face interviews.

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1. A WELCOMING AND INCLUSIVE PLACE

ITEM NO: 10.3.1

DRAFT WELLBEING FOR ALL AGES STRATEGY - ENDORSEMENT FOR COMMUNITY COMMENT (cont'd)

Council staff were invited to participate via survey. A desktop review of Community Plans and the Environmental Sustainability Strategy was also undertaken to ensure there is consistent language between the Strategy and other Council Plans and Strategies.

This report recommends that the Draft Wellbeing for all Ages Strategy 2021-2025 be made available for public consultation. It is proposed that this will occur via making it available on the Moira Shire Council website for community comment. There will be public notices in the newspapers and on social media about the draft being available for review and comment.

The draft strategy will also be circulated to key stakeholders to provide them an opportunity to make comment via the online form. Following this period of consultation the document will be revised and a Final Strategy will be presented to Council for endorsement.

6. Regional Context

Victorian Local Government MPHWP's are expected to respond to the priority areas detailed in within the *Victorian Public Health and Wellbeing Strategy 2019-2023*, as they apply in the local context.

7. Council Plan Strategy

The Wellbeing for all Ages Strategy will contribute to Pillar 1 of the Council Plan – A welcoming and inclusive place. A number of outcomes will be addressed through The Strategy, including but not limited to 1.07 we promote the health and wellbeing of our communities.

8. Legislative / Policy Implications

Under the Public Health and Wellbeing Act, 2008, (Vic) Councils are required to have a Municipal Public Health and Wellbeing Plan in place within 12 months of a Council election.

9. Environmental Impact

No environmental impacts.

10. Conflict of Interest Considerations

There are no conflicts of interest in relation to this matter.

11. Conclusion

In accordance with Public Health Act, 2008 (Vic) the Moira Shire *Wellbeing for All Ages Strategy* has been developed to provide a comprehensive approach to understanding and progressing initiatives to improve public health and wellbeing in Moira Shire, over the next four years.

Attachments

- 1 Draft Wellbeing for All Ages Strategy 2021 - 2025
- 2 Moira Shire Community Profile

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1. A WELCOMING AND INCLUSIVE PLACE

ITEM NO: 10.3.1

**DRAFT WELLBEING FOR ALL AGES STRATEGY - ENDORSEMENT FOR
COMMUNITY COMMENT (cont'd)**

ATTACHMENT No [1] - Draft Wellbeing for All Ages Strategy 2021 - 2025



Wellbeing
for All Ages
Strategy
2021-2025

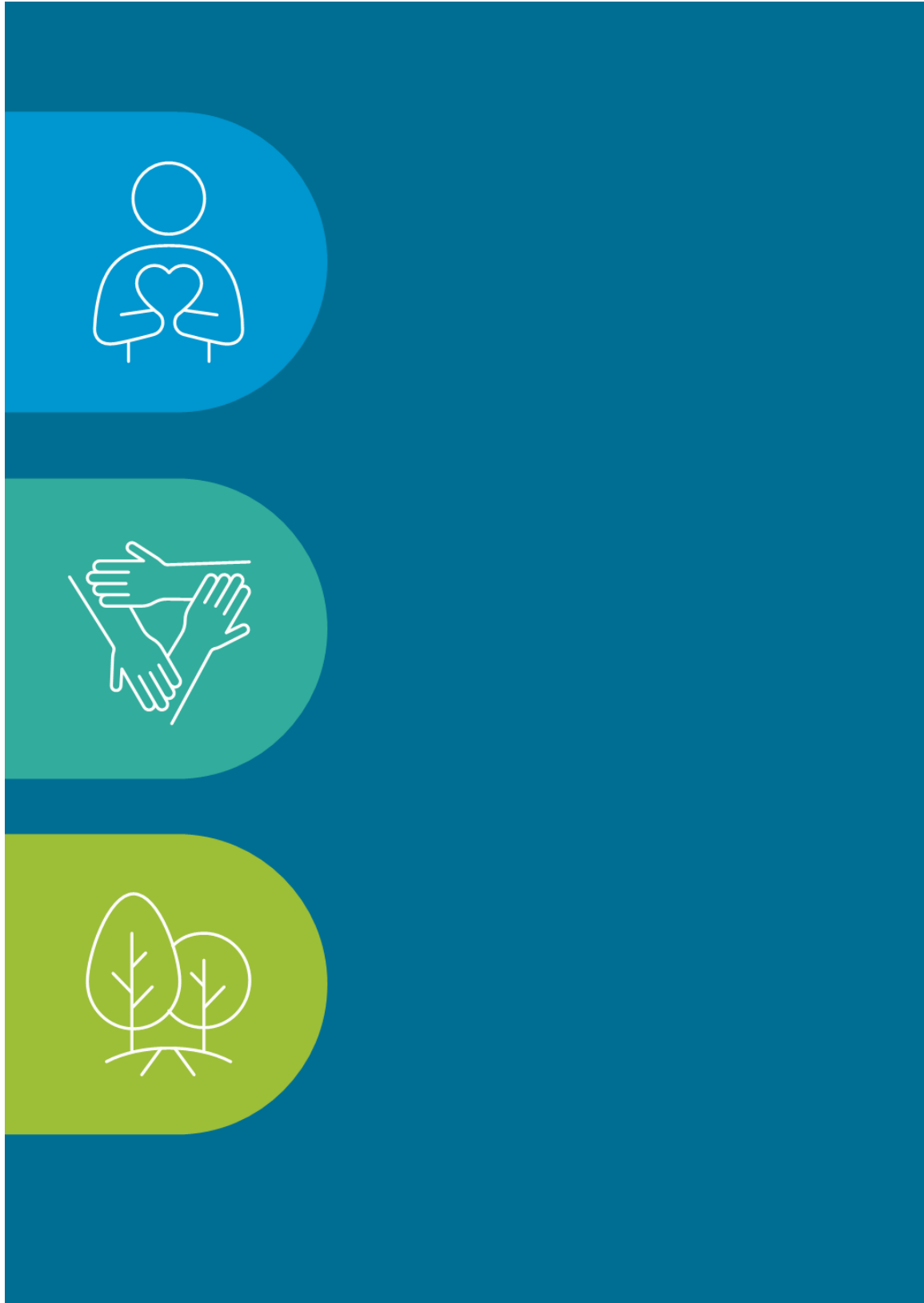


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1. A WELCOMING AND INCLUSIVE PLACE

ITEM NO: 10.3.1

**DRAFT WELLBEING FOR ALL AGES STRATEGY - ENDORSEMENT FOR
COMMUNITY COMMENT (cont'd)**

ATTACHMENT No [1] - Draft Wellbeing for All Ages Strategy 2021 - 2025



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1. A WELCOMING AND INCLUSIVE PLACE

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**DRAFT WELLBEING FOR ALL AGES STRATEGY - ENDORSEMENT FOR
COMMUNITY COMMENT (cont'd)**

ATTACHMENT No [1] - Draft Wellbeing for All Ages Strategy 2021 - 2025

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ITEM NO: 10.3.1

DRAFT WELLBEING FOR ALL AGES STRATEGY - ENDORSEMENT FOR COMMUNITY COMMENT (cont'd)

ATTACHMENT No [1] - Draft Wellbeing for All Ages Strategy 2021 - 2025

Executive Summary

The Moira Shire Wellbeing for All Ages Strategy 2021-2025 aims to provide Council and the community with a clear and strategic planning approach that integrates planning for health and wellbeing across all stages of life. The World Health Organisation's (WHO) definition of health suggests that health is a continuum, and extends the notion of health to include states of positive wellbeing. Health is "a state of complete physical, mental and social wellbeing and not merely the absence of disease or infirmity".

The Victorian *Public Health and Wellbeing Act 2008* requires that all Councils develop a document that addresses health and wellbeing matters every four years. It is also a recommendation of the Act that the document be consistent with the Council Plan. This 'whole of council' approach reflects the importance the Municipal Wellbeing for All Ages Strategy will have in supporting the strategic directions of the municipality and makes health and wellbeing a central focus for local government.

Throughout 2021 community members and stakeholders have been consulted on a range of health and wellbeing issues to determine local priority areas. A thorough analysis of state and local data was conducted to gain an understanding of the health and wellbeing of our residents.

This information combined with local surveys told us the following:

- Our smoking rates have decreased but are still higher than the state average
- The majority of our community are not as physically active as they should be
- Our residents are concerned with the mental health of young people in our community
- Our residents are concerned by the lack of access to services locally particularly in regard to mental health
- Obesity is becoming a serious health issue in our community
- Our immunisation rates remain well above state averages
- Our community is ageing and the number of older people living in our community will increase rapidly in the next 15 years.

This information was used to develop the themes and goals of The Strategy, these are:

THEME 1

Healthy and Supported Communities

Moira Shire residents will have the resources, knowledge and support to live healthy, happy lives.

THEME 2

Safe, Inclusive and Prosperous Communities

Moira Shire is a place where people feel safe, included and thrive as valued members of the community.

THEME 3

Healthy Environments

All environments (natural and built) in Moira Shire encourage and support health and wellbeing.

Working with local partners is critical to the success of The Strategy, as well as the ongoing review and evaluation of actions. The successful implementation of actions within each of these themes will improve health and wellbeing across the Shire for residents of all ages.

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**DRAFT WELLBEING FOR ALL AGES STRATEGY - ENDORSEMENT FOR
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ATTACHMENT No [1] - Draft Wellbeing for All Ages Strategy 2021 - 2025

Mayors Message

The Mayors Message will be provided in the final copy for Council endorsement.



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**DRAFT WELLBEING FOR ALL AGES STRATEGY - ENDORSEMENT FOR
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ATTACHMENT No [1] - Draft Wellbeing for All Ages Strategy 2021 - 2025

Moira at a Glance

Moira Shire is located on the southern banks of the Murray River, bordering New South Wales. The Shire covers an area of 4,045 square kilometres and includes the major towns of Cobram, Nathalia, Numurkah and Yarrowonga as well as a host of smaller towns.

In 2018, the Shire's population was 29,799 and is projected to reach more than 32,000 by 2031.

Moira Shire has a number of significant environmental assets, which are significant for their biodiversity values and play a key role in the economy and liveability of the Shire.

The Shire is home to a variety of agricultural industries including horticulture, cereal, oilseed, livestock, and dairy production.

Tourism is the seventh largest contributor to economic output in the municipality generating an estimated \$90 million for the local community, including approximately 510 jobs, or about 5.6% of Moira Shire's workforce.

Two Health Networks with hospitals in each of the major towns along with a wide range of primary care, visiting medical and allied health services providers, service the Moira community. With a growing and ageing population, access to high quality health services is a priority for health and wellbeing.



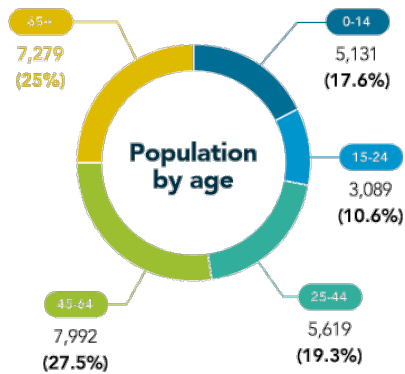
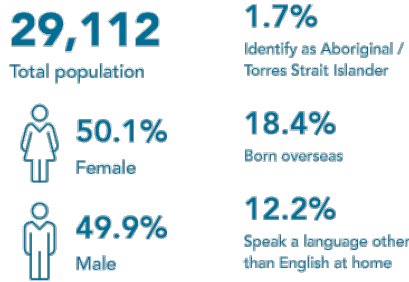
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**DRAFT WELLBEING FOR ALL AGES STRATEGY - ENDORSEMENT FOR
COMMUNITY COMMENT (cont'd)**

ATTACHMENT No [1] - Draft Wellbeing for All Ages Strategy 2021 - 2025

Population



Income (per week)



Industry sector of employment

The top five sectors for employment across Moira Shire are:



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**DRAFT WELLBEING FOR ALL AGES STRATEGY - ENDORSEMENT FOR
COMMUNITY COMMENT (cont'd)**

ATTACHMENT No [1] - Draft Wellbeing for All Ages Strategy 2021 - 2025

State-wide Strategic Context

The Victorian Public Health and Wellbeing Plan 2019-2023 sets out the Victorian Government's vision for the public health and wellbeing for Victorians. This plan describes the priority areas for improving public health and wellbeing for the term of the plan.

The 10 priority areas for the 2019-2023 plan are:

1. Tackling climate change and its impact on health
2. Reducing injury in the community
3. Preventing all forms of violence
4. Increasing healthy eating
5. Decreasing the risk of drug-resistant infections in the community
6. Increasing active living
7. Improving mental wellbeing
8. Improving sexual and reproductive health
9. Reducing tobacco-related harm
10. Reducing harmful alcohol and drug use

Under the Victorian *Public Health and Wellbeing Act 2008*, Victorian Councils are required to develop a plan that addresses the health and wellbeing needs and issues in their municipality.

It is expected that these plans will progress the priorities of the Victorian Public Health and Wellbeing Plan 2019-2023 in the municipal context, prioritising elements that are of relevance to that area.



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**DRAFT WELLBEING FOR ALL AGES STRATEGY - ENDORSEMENT FOR
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ATTACHMENT No [1] - Draft Wellbeing for All Ages Strategy 2021 - 2025

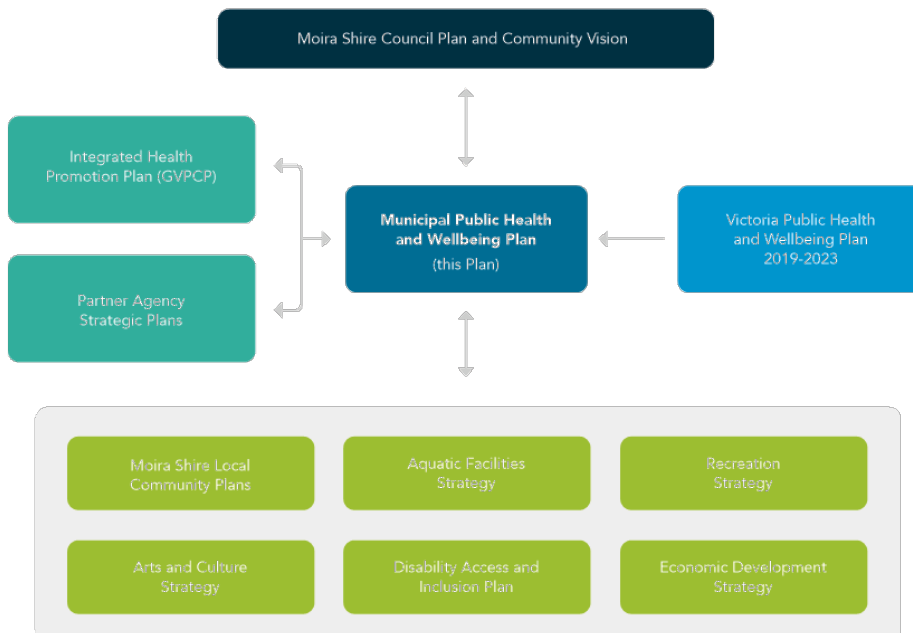
Local Strategic Context

Moira Shire’s Wellbeing for All Ages Strategy 2021-2025 documents a whole of community strategic approach to improving public health and wellbeing. As such, both the setting and delivery of priorities articulated in the Strategy are the responsibility of a range of stakeholders to deliver on.

The Wellbeing for All Ages Strategy 2021-2025 therefore acknowledges the critical role of all stakeholders working together to:

- Understand local barriers and enablers in achieving optimal health and wellbeing;
- Identify what is working well for our communities and seek to build on these strengths and successes; and
- Collaborate to identify and capitalise on opportunities as they present, to achieve beneficial change.

This work is far reaching, the below provides a high-level oversight of key strategic and local community documents and legislation that drive focus on health and wellbeing in Moira Shire.



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DRAFT WELLBEING FOR ALL AGES STRATEGY - ENDORSEMENT FOR COMMUNITY COMMENT (cont'd)

ATTACHMENT No [1] - Draft Wellbeing for All Ages Strategy 2021 - 2025

Developing our Strategy

Guiding Principles

The development of the Wellbeing for All Ages Strategy 2021-2025 has been guided by the following principles:

EQUITY

Equity means fairness – concept of acknowledging differences and tailoring approaches to meet needs. Provide equal opportunities – level the playing field.

ACCESS

Provide information, services and facilities that are inclusive and accessible to all.

DIVERSITY

Ensure differences between people are respected, valued and incorporated into our work.

COLLABORATION

Working with the community, organisations and community groups to achieve common goals.

PLACE BASED

Working with local communities to respond to complex problems.

The development of the Wellbeing for All Ages Strategy 2021-2025 was informed by literature review and community and stakeholder consultation.

A review of the Victorian Public Health and Wellbeing Plan 2019-2023, local community plans, associated Council strategies (including the Environmental Sustainability Strategy) and key stakeholder strategies provided information on local directions, priority areas and work underway.

Council engaged Projectura to develop a Moira Shire Community Profile, this profile informed review of local health and wellbeing data to provide a statistical information regarding population trends. This information is discussed throughout The Strategy and the comprehensive community profile can be viewed on the Moira Shire Council Website.

Moira Shire Council officers engaged with a range of stakeholders in the development of the Wellbeing for All Ages Strategy 2021-2025 including partners in health, education and community services across the Shire.

The general Community were invited to participate through survey and pop up engagement sessions so that the wider view on the state or of community wellbeing and opportunities for future focus was captured. A summary of feedback received is included on Page 11.

Limitations

Impact of the COVID-19 Pandemic

This work was conducted throughout periods of lockdown restrictions in place to manage the COVID-19 pandemic. This may have had an effect on the data collected however, this will be addressed through further consultations in the development of the Action plan were indicated.

Data limitations

Due to the planning cycles and longitudinal studies, some of the data used in the development of the last municipal public health and wellbeing strategy is still the most up to date data available. If relevant, on the release of new data, updates will be made to this Strategy.

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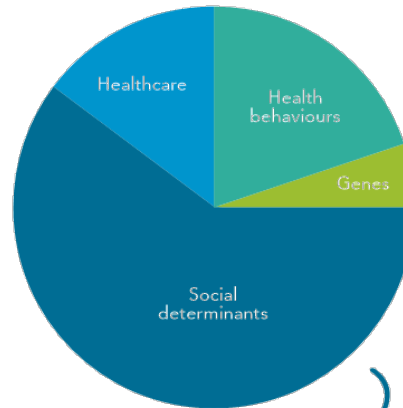
**DRAFT WELLBEING FOR ALL AGES STRATEGY - ENDORSEMENT FOR
COMMUNITY COMMENT (cont'd)**

ATTACHMENT No [1] - Draft Wellbeing for All Ages Strategy 2021 - 2025

Determinants of Health

Considering the social determinants of health is a critical component of the development of the Wellbeing for All Ages Strategy 2021-2025.

Research indicates that much of an individual's health status is reliant on a number of factors; often described as the determinants of health. Health is determined by a complex interaction between genetic inheritance, health behaviours, access to quality health care, and the social determinants of health. The 2011 Australian Burden of Disease Study showed that 31% of the burden of disease is attributable to a range of lifestyle risk factors (health behaviours of individuals) such as smoking, overeating and physical inactivity (Australian Institute of Health and Welfare 2016). The following figure illustrates that it is the social determinants that have the greatest impact on our health.



What are the social determinants of health?

The World Health Organisation defines the social determinants of health as 'the conditions, in which people are born, grow, work, live and age and the wider set of forces and systems shaping the conditions of daily life. These forces and systems include economic policies and systems, development agendas, social norms, social policies and political systems' (WHO 2012).

Social determinants such as socio-economic status are well understood to have significant impacts on an individual's health status; the lower the socio-economic status the worse the health status (Marmot 1999).

The Socio Economic Indexes for Areas (SEIFA) provides data on the level of socio-economic advantage or disadvantage within a community, the lower the index score the more disadvantaged a community is. Data from the 2016 Census indicates that Moira has a SEIFA score of 930, which places Moira as the 8th most disadvantaged local government area in Victoria and 145th in Australia. As previously outlined the more disadvantaged a community is the more significant and complex the issues surrounding achieving good health and wellbeing can be. Therefore it is important to have a thorough understanding of local health and wellbeing data for the Shire.

Social determinants include but are not limited to:

- Socio-economic status
- Education
- Housing
- Transportation
- Food security
- Psychosocial environment
- Social support networks
- Community and civic engagement
- Social and civic trust
- Physical environment

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**DRAFT WELLBEING FOR ALL AGES STRATEGY - ENDORSEMENT FOR
COMMUNITY COMMENT (cont'd)**

ATTACHMENT No [1] - Draft Wellbeing for All Ages Strategy 2021 - 2025

Health and Wellbeing Profile Summary

The following information provides an overview of the health and wellbeing profile of the municipality.

A detailed examination of local and state data, combined with community consultation has told us the following:

- Generally we are satisfied with the lives we lead and are content with our achievements.
- We make some great choices for our children in their early years, with high immunisation rates and attendance at Maternal and Child Health Key Age and Stage visits.
- Leading an active and healthy lifestyle is a challenge across the municipality. This presents an opportunity for further community education and collaborative partnerships to implement new programs and ideas.
- Further work is required to bring our current smoking rate in line with or lower than the state average.
- Further support is needed to ensure our young people remain mentally healthy and have access to the support and services they need locally.
- Perception of safety has decreased and incidents of violence are increasing in our community. This provides an opportunity for increased partnerships to implement actions to address community safety issues in our community.
- Early intervention to support our children and youth remains important. Ongoing partnerships and programs will increase capacity to support children and young people.
- Our population is ageing and our municipality continues to be attractive as a great community to retire to. It is projected that by 2036 36% of Moira's population will be aged over 60.



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FILE NO: F21/55
1. A WELCOMING AND INCLUSIVE PLACE

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DRAFT WELLBEING FOR ALL AGES STRATEGY - ENDORSEMENT FOR COMMUNITY COMMENT (cont'd)

ATTACHMENT No [1] - Draft Wellbeing for All Ages Strategy 2021 - 2025



Community and Stakeholder Feedback

110 submissions were received
from individuals and organisations
across the Shire

Positive influences on health included, but not limited to:

- The range and access to green spaces
- Living in a community with strong connections
- The location and services available through the local health services
- Access to and the offerings of community facilities
- A range of health and wellbeing programs (eg. Live4Life, Chill Skills, Smiles4Miles, Water Only services)

Barriers to positive health and wellbeing included, but not limited to:

- Access to transport options within towns, connecting the towns within Moira Shire and regional cities
- Access to specialist services locally
- Access to affordable housing and the experiences of homelessness
- The misuse and abuse of drugs and alcohol, and the lack of support available locally for those with addiction

Focus areas to improve health and wellbeing:

- Build on community connections/provide more opportunities for community connections
- Improved infrastructure for cycling and walking throughout the Shire that is accessible and safe
- Investigate/connect/provide transport options
- Build on successful programs/broader roll out of programs
- Connect people to information on health behaviours and available services/programs
- Invest in infrastructure to support community health and wellbeing

The feedback received considered against the Victoria Public Health and Wellbeing Plan 2019-2023 Priority Areas provides the following ranking of importance by category in Moira Shire:

1. Preventing all forms of violence
2. Improving mental wellbeing
3. Increasing active living
4. Reducing harmful alcohol and drug use
5. Increasing healthy eating
6. Improving sexual and reproductive health
7. Reducing injury
8. Reducing tobacco related harm
9. Tackling climate change and its impact on health
10. Decreasing the risk of drug-resistant infections in the community

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1. A WELCOMING AND INCLUSIVE PLACE

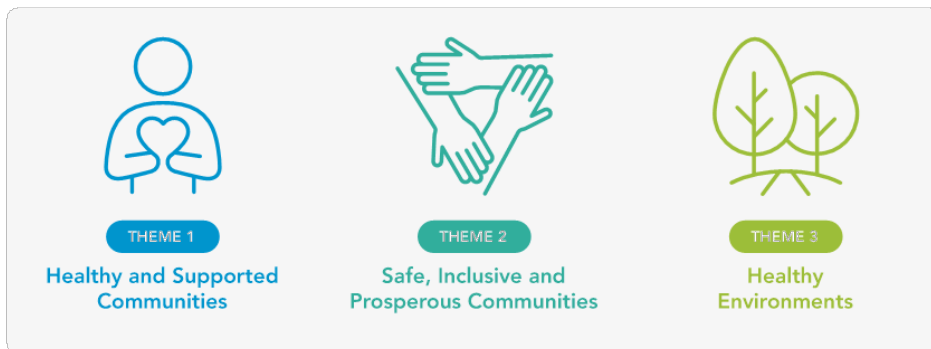
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**DRAFT WELLBEING FOR ALL AGES STRATEGY - ENDORSEMENT FOR
COMMUNITY COMMENT (cont'd)**

ATTACHMENT No [1] - Draft Wellbeing for All Ages Strategy 2021 - 2025

Themes

Throughout the consultation and development of the Wellbeing for All Ages Strategy 2021-2025, the following three themes were prominent:



The following table depicts the connection of objectives for the Wellbeing for All Ages Plan themes with the Victorian Public Health and Wellbeing Plan 2019-2023.

Priority areas from the Victorian Public Health and Wellbeing Plan 2019-2023	THEME 1	THEME 2	THEME 3
Tackling climate change and its impact on health	✓		✓
Reducing injury in the community		✓	✓
Preventing all forms of violence	✓	✓	
Increasing healthy eating	✓		✓
Decreasing the risk of drug-resistant infections in the community		✓	✓
Increasing active living	✓	✓	✓
Improving mental wellbeing	✓		
Improving sexual and reproductive health	✓		
Reducing tobacco-related harm	✓	✓	✓
Reducing harmful alcohol and drug use	✓	✓	✓

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1. A WELCOMING AND INCLUSIVE PLACE

ITEM NO: 10.3.1

**DRAFT WELLBEING FOR ALL AGES STRATEGY - ENDORSEMENT FOR
COMMUNITY COMMENT (cont'd)**

ATTACHMENT No [1] - Draft Wellbeing for All Ages Strategy 2021 - 2025

THEME 1

Healthy and supported communities



GOAL

Moira Shire residents will have the resources, knowledge and support to live healthy, happy lives.

Objectives

- Deliver health education programs on a range of topics including (but not limited too) healthy eating, drug and alcohol misuse
- Promote local services
- Build community resilience to extreme events and a warmer climate at home and in our shared spaces
- Build community resilience through mental health promotion programs and campaigns
- Advocate for additional local services, specifically mental health, drug and alcohol services and specialist services
- Investigate transport options to connect community members to each other and services
- Promote safe driver behaviour, for both motorised and non-motorised vehicles

Some existing strategies contributing to this goal

- Deliver Maternal and Child Health Services
- Implementation of Live4Life
- Promotion of RUOK Day
- Promotion of Odd Socks Day
- Implement drug and alcohol harm minimisation programs
- Sleep and settling program
- Active living campaigns (eg. Walk2School, Active April)
- L2P Program

Ideas for the future

- Deliver community education sessions on drug and alcohol misuse
- Deliver programs on healthy behaviours (healthy eating, smoking)
- Media campaigns on local services available
- Strengthen service maps
- Strengthen food share programs
- Support for volunteer recruitment and training
- INFANT program

What we heard in the consultations

"Public need to be aware of what's out there. Promote things better."

"Any form of free education to the community on all areas of health and wellbeing."

"A way to let the community know about the programs and services in the local area"

"Free group classes information on healthy diets (demonstrations)"

"Increase local health service providers who are available 5 days of the week and are affordable to all"

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**DRAFT WELLBEING FOR ALL AGES STRATEGY - ENDORSEMENT FOR
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ATTACHMENT No [1] - Draft Wellbeing for All Ages Strategy 2021 - 2025

THEME 2

**Safe, Inclusive and
Prosperous Communities**



GOAL

Moira Shire is a place where people feel safe, included and thrive as valued members of the community.

Objectives

- Actively work on the prevention of family and gendered based violence
- Implement the *Gender Equality Act 2020*
- Work with relevant partners to improve the perceptions of safety in the Moira Shire
- Ensure new infrastructure and community assets are accessible
- Promote the use of natural resources for health benefits
- Continue to work with our partners through the Municipal Emergency Management Planning Committee to plan for and respond to emergencies across the municipality
- Meaningfully engage with minority population groups (including but not limited to Aboriginal and Torres Strait Islander, Refugee and Migrants, LGBTIQ community) to develop specific initiatives to improve health and wellbeing
- Increase inclusivity across Moira Shire
- Host and promote events and activities which promote gender equity and the prevention of violence
- Encourage the participation of women and girls in sport and recreation
- Promote safe swimming principles in all waterways

Some existing strategies contributing to this goal

- Implement Access at a Glance
- Support Tri-State Games
- Implement annual 16 Days of Activism program

Ideas for the future

- Healthy masculinity training
- Youth participation training
- Inclusive practice training
- Cultural awareness training
- This Girl Can campaign
- Girls/Women only sport come and try days

What we heard in the consultations

"Work to be done around alcohol and drug use and violence within the community/robberies – everybody should feel safe when leaving their homes"

"Work with law enforcement agencies to reduce antisocial activities"

"More transport option linking the smaller towns"

"The local towns have a serious lack of available transport to enable movement between towns to facilitate the sharing of resources. This means our local people move out of the area to do their shopping etc. People who are isolated, remain so. Transport within and linking the towns is key."

"Lots more education for young people on alcohol/drug abuse and it's effects"

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**DRAFT WELLBEING FOR ALL AGES STRATEGY - ENDORSEMENT FOR
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ATTACHMENT No [1] - Draft Wellbeing for All Ages Strategy 2021 - 2025

THEME 3

**Healthy
Environments**



GOAL

All environments (natural and built) in Moira Shire encourage and support health and wellbeing.

Objectives

- Increase healthy eating across environments such as workplaces, schools, early childhood settings, sports clubs and hospitality venues
- Provide community health programs including mosquito monitoring and environmental health services
- Lead by example and support the community in transitioning to environmental sustainability
- Work with schools, businesses and community groups to implement environmental sustainability projects
- Enforce the Tobacco Act 1987 and the Tobacco Amendment Bill 2016.
- Enforce Food Act 1984
- Invest in active transport infrastructure
- Invest in resources to encourage outdoor activity

Some existing strategies contributing to this goal

- Implement Smiles4Miles
- Install and maintain public hydration stations in towns across Moira
- Installation of public exercise equipment

Ideas for the future

- Increase participation for water only venues
- Undertake urban green projects such as reducing sealed surfaces, planting of street trees, and creating more public green spaces
- Identify and minimise gaps in the walking and cycling network

What we heard in the consultations

"Better food in schools, sealed and safe footpaths for all mobility."

"Outdoor gym equipment next to parks. So parents can work out while kids on playgrounds."

"More footpaths in residential streets (at least one side) so we don't have to walk on roads. Would also encourage more people to exercise"

"Better infrastructure for active living – hiking and walking paths, bike paths"

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**DRAFT WELLBEING FOR ALL AGES STRATEGY - ENDORSEMENT FOR
COMMUNITY COMMENT (cont'd)**

ATTACHMENT No [1] - Draft Wellbeing for All Ages Strategy 2021 - 2025

APPENDIX 1

Wellbeing for All Ages 2021-2025 and the Victorian Performance Indicators

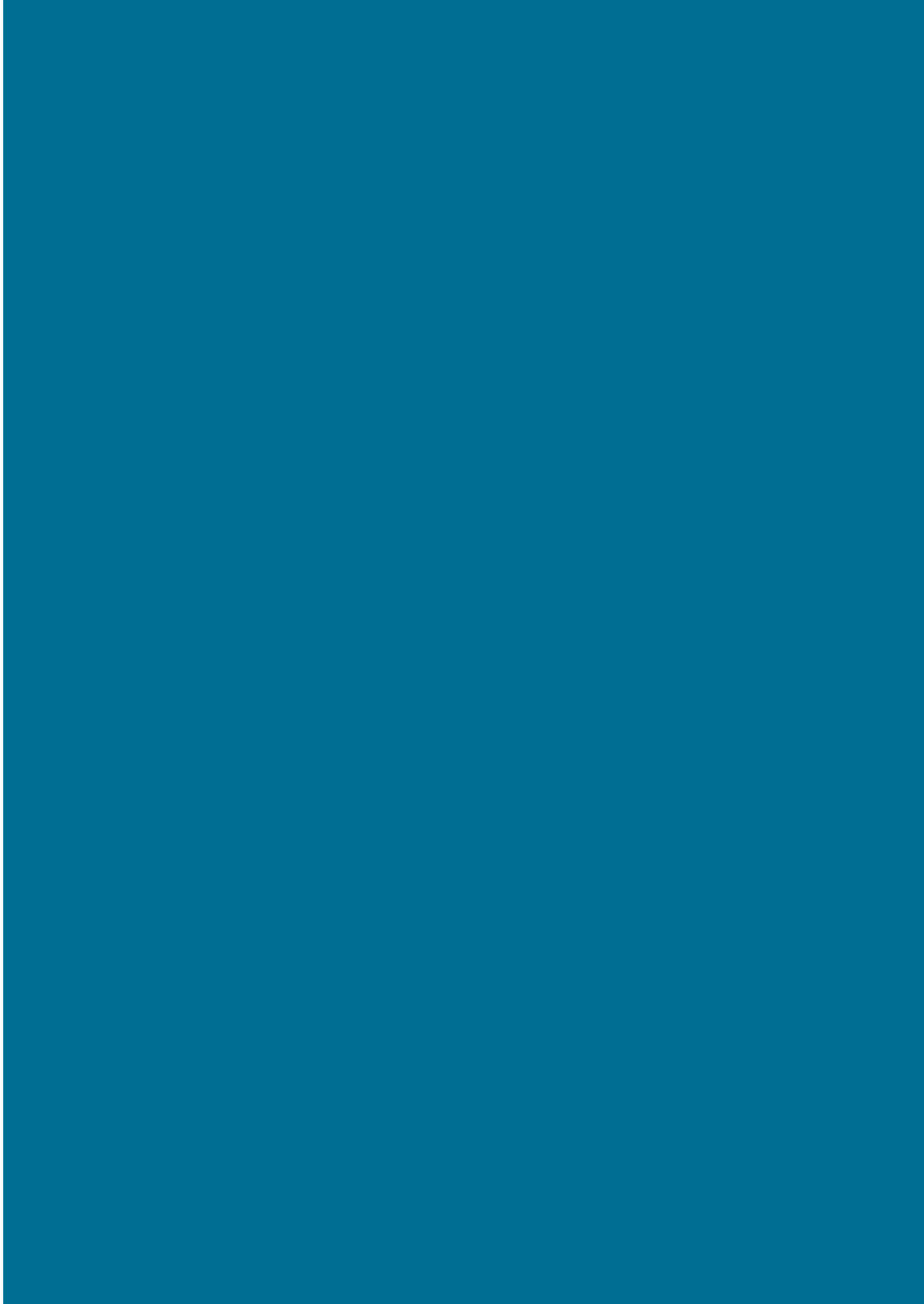
Theme	Victorian Performance Indicators (by 2025)
THEME 1 Healthy and Supported Communities	<ul style="list-style-type: none">• Decrease in premature deaths due to chronic disease• Halt the rise in diabetes prevalence• Increase in sufficient physical activity prevalence in adults• Increase in sufficient physical activity prevalence in adolescents• Decrease in prevalence of overweight and obesity in adults• Decrease in prevalence of overweight and obesity in children• Decrease in smoking by adults• Decrease in smoking by adolescents• Decrease in excess alcohol consumption by adults• Decrease in excess alcohol consumption by adolescents• More Year 9 students will reach the highest levels of achievement in reading and maths
THEME 2 Safe, inclusive and prosperous communities	<ul style="list-style-type: none">• Decrease in deaths due to road traffic crashes• Increase resilience of adolescents• High level of coverage of school entry immunisation
THEME 3 Healthy environments	<ul style="list-style-type: none">• Increase the state's electricity from Victorian-built renewable generation

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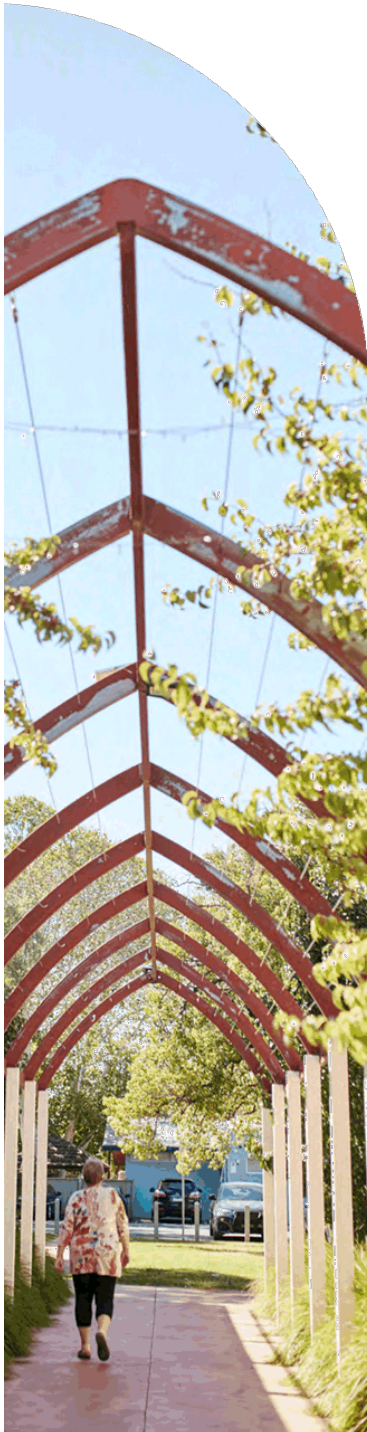


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COMMUNITY COMMENT (cont'd)**

ATTACHMENT No [1] - Draft Wellbeing for All Ages Strategy 2021 - 2025



Phone (03) 5871 9222 NRS 133 677

Fax (03) 5872 1567

Email info@moira.vic.gov.au

Mail PO Box 578, Cobram VIC 3643

Main Administration Centre

44 Station Street, Cobram

Service Centre

100 Belmore Street, Yarrawonga

www.moira.vic.gov.au

find us on 

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**DRAFT WELLBEING FOR ALL AGES STRATEGY - ENDORSEMENT FOR
COMMUNITY COMMENT (cont'd)**

ATTACHMENT No [2] - Moira Shire Community Profile



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**Moira Shire Council
Community Profile**

13 July 2021



FILE NO: F21/55
1. A WELCOMING AND INCLUSIVE PLACE

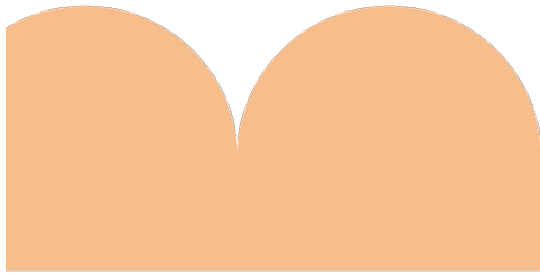
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**DRAFT WELLBEING FOR ALL AGES STRATEGY - ENDORSEMENT FOR
COMMUNITY COMMENT (cont'd)**

ATTACHMENT No [2] - Moira Shire Community Profile

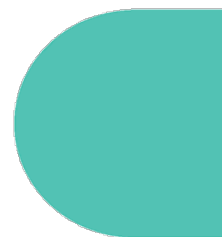


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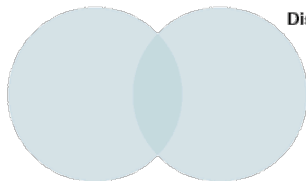
Community Profile

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



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ATTACHMENT No [2] - Moira Shire Community Profile



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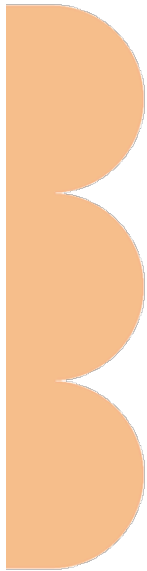
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ATTACHMENT No [2] - Moira Shire Community Profile



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ATTACHMENT No [2] - Moira Shire Community Profile



EXECUTIVE SUMMARY

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

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

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

Key findings

What do we know about Moira Shire?

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

What are we doing well?

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

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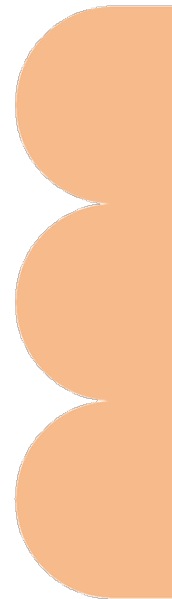
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What can we improve?

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



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DRAFT WELLBEING FOR ALL AGES STRATEGY - ENDORSEMENT FOR COMMUNITY COMMENT (cont'd)

ATTACHMENT No [2] - Moira Shire Community Profile



1. Introduction

1.1. About this document

Project scope and limitations

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

Purpose

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

Abbreviations

The following abbreviations have been used in this paper:

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

Acknowledgements

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

Limitations

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

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

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

COVID 19

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

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2. Our community

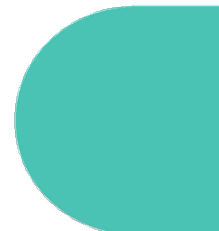
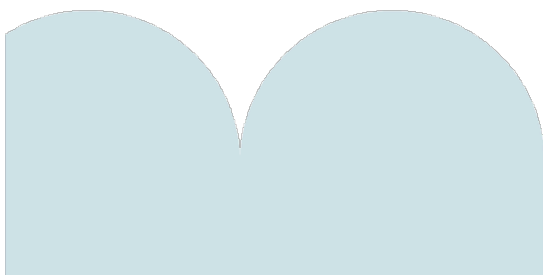
2.1. Community overview

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

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

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

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



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ATTACHMENT No [2] - Moira Shire Community Profile



2.2. Population

2.2.1. Current population

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

Table 1. Population trends

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

Source: ABS cat 2003.0 2016

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

Table 2. Population by small areas

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

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Table 2. Population by small areas

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

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ATTACHMENT No [2] - Moira Shire Community Profile



Table 2. Population by small areas

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

Source: REMPLAN 2021

2.2.2. Forecast population

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

Table 3. Projected population

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

Source: REMPLAN 2021, DELWP VIF 2019

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

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

Table 4. Projected population by age

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

Source: DELWP VIF 2019

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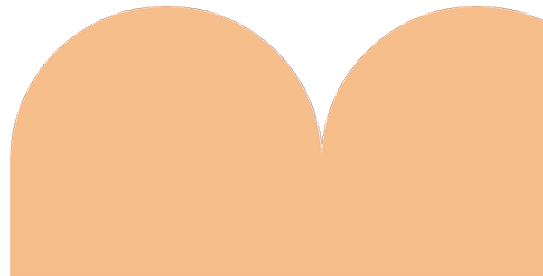


The data in the following table has been sourced from REMPLAN. It shows that most of the forecast population growth within Moira Shire will occur in Yarrawonga.

Table 5. Projected population by small area

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

Source: REMPLAN 2021



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2.3. Age

2.3.2. Median age

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

Table 6. Median age

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

Source: ABS cat 2001.0 2011, ABS cat 2001.0 2016

2.3.1. Age structure

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

Table 7. Age structure

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

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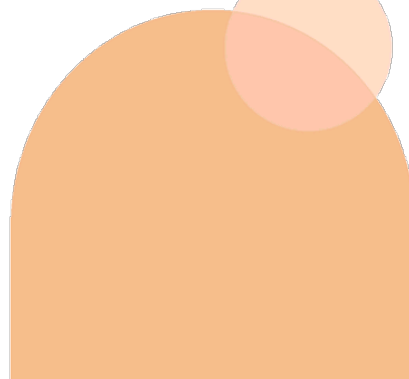
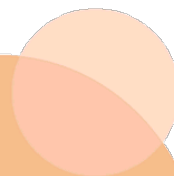
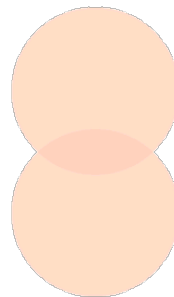
ATTACHMENT No [2] - Moira Shire Community Profile



Table 7. Age structure

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

Source: ABS cat 2003.0 2016



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3. Social determinants of health

3.1. Socio-demographic determinants

3.1.1. Ethnicity and diversity

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

Table 8. Cultural diversity

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

Source: ABS cat 2003.0 2016

3.1.2. Disability

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

Table 9. Disability

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

Source: ABS cat 2001.0 2016

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3.1.3. Household composition

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

Table 10. Families structure

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

Source: ABS cat 2001.0 2016

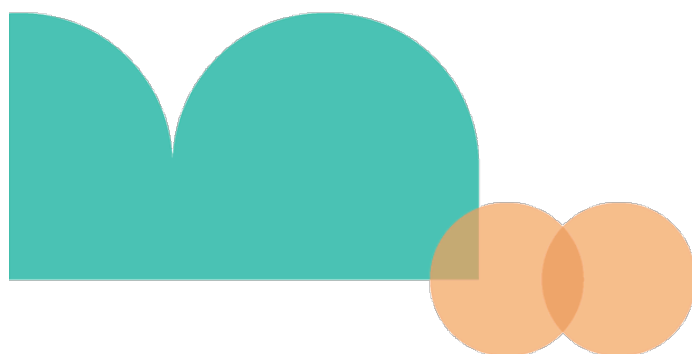
3.1.4. Social marital status

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

Table 11. Social marital status

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

Source: ABS cat 2003.0 2016



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3. Social determinants of health

3.2. Socio-economic determinants

3.2.1. Index of Relative Socio-Economic Disadvantage



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

Table 12. Index of Relative Socio-Economic Disadvantage

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

Source: ABS cat 2033.0 2016

3.2.2. Education



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

Table 13. Highest level of educational attainment

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

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Table 13. Highest level of educational attainment

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

Source: ABS cat 2001.0 2016



3.2.3. Employment

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

Table 14. Unemployment

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

Source: SALM Mar 2021

3.2.4 Type of employment

Table 15. Employment

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

Source: ABS cat 2001.0 2016

3.2.5 Economic indicators

Table 16. Economic indicators

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

Source: REMPLAN 2021

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3.2.6. Occupation of employment

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

Table 17. Occupation

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

Source: ABS cat 2001.0 2016



3.2.5. Industry sector of employment

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

Table 18. Employment industry

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

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Table 18. Employment industry

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

Source: REMPLAN 2021

3.2.6. Income highlights

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



Table 19. Income highlights

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

Source: ABS cat 2001.0 2016

3.2.7. Home ownership

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



Table 20. Home ownership

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

Source: ABS cat 2001.0 2016

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3.2.8. Internet connection



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

Table 21. Access to internet

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

Source: ABS cat 2001.0 2016

3.2.9. Transportation

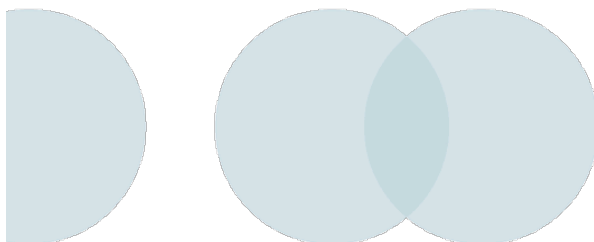


Persons living in Moira Shire are less likely than the rest of Victoria to use public transport and journey to work by car at a rate similar rate compared to Victoria.

Table 22. Journey to work

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

Source: ABS cat 2001.0 2016



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3. Social determinants of health

3.3. Psycho-social determinants

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

3.3.2. Financial stress

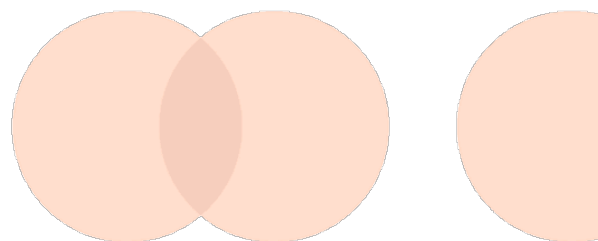


Moira Shire has a higher proportion of people experiencing mortgage stress than the state average and a much higher proportion of people experiencing rental stress when compared with Victoria.

Table 23. Financial and housing characteristics

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

Source: DHHS LGASP Moira (S) 2015



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3. Social determinants of health

3.4. Social capital

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



3.4.1. Social and support networks

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

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

Table 24. Social and support networks

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

Source: 2017 Population Health Survey



3.4.2. Community and civic engagement

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

Table 25. Community networks

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

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

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Table 25. Community networks

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

Source: DHHS VPHS 2017

3.4.3. Social and civic trust

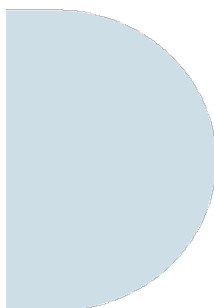
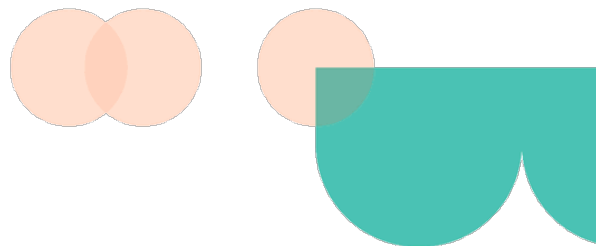


A higher proportion of Moira Shire residents feel that they live in a close-knit neighbourhood. Feelings of safety walking alone during the day and during the night are comparable to Victoria.

Table 26. Safety

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

Source: VicHealth 2015



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4. Lifestyle risk factors

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

4.1.1. Physical activity



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

Table 27. Physical activity

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

Source: VPHS 2017

4.1.2. Food



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

Table 28. Fruit and vegetable consumption

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

Source: VPHS 2017

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4.1.4. Overweight and obesity

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

Table 29. Obese or overweight

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

Source: VPHS 2017



4.1.4. Crime

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

Table 30. Principal offence subgroups

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

Source: CSA 2021

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4.1.5. Crime rate

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

Table 31. Crime incident rate

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

Source: CSA 2021



4.1.6. Gambling

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

Table 32. Gambling

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

Source: VCGLR 2021



4.1.7. Alcohol

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

Table 33. Alcohol and risk

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

Source: VPHS 2017

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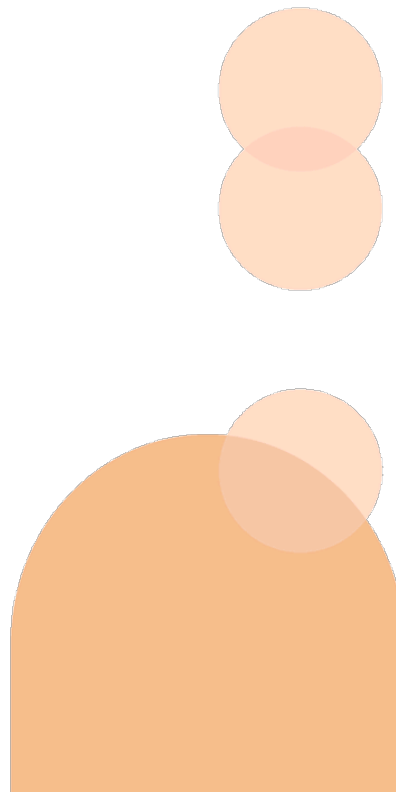
4.1.8. Smoking

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

Table 34. Smoking

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

Source: VPHS 2017



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5. Healthcare

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

5.1.1. Service system providers

Table 35. Service system providers

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

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



5.1.2 Health workforce

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

Table 36. Health workforce

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

Source: PHIDU 2021

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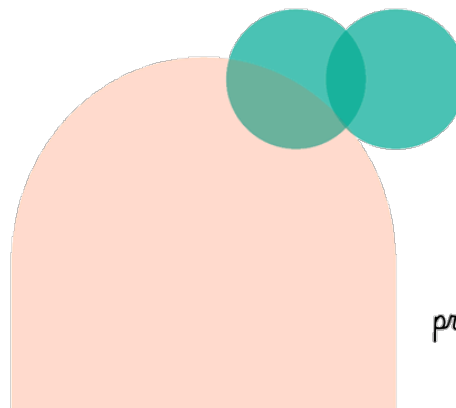
4.4.2. Hospital use

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

Table 37. Hospital use

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

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



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6. Health outcomes

6.1.1. Self-reported health



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

Table 38. Self-reported health status

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

Source: VPHS 2017

6.1.2. Life expectancy



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

Table 39. Median age of death

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

Source: PHIDU 2021

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6.1.3. Avoidable death

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

Table 40. Avoidable deaths

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

Source: PHIDU 2021

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6.1.4. Injury

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

Table 41. Injury

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

Source: PHIDU 2021



6.1.6. Chronic disease

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

Table 42. Chronic disease

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

Source: VPHS 2017

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7. Priority population data

7.1. Early years and children

5.1.1. Child development



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

Table 43. Early years - Physical health and wellbeing

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

Source: AEDC 2018

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

Table 44. Early years - Social competence

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

Source: AEDC 2018

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

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Table 45. Emotional maturity

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

Source: AEDC 2018

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

Table 46. Early years - Language and cognitive skills

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

Source: AEDC 2018

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

Table 47. Early years - Communication skills

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

Source: AEDC 2018

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

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5.1.2. Maternal and Child Health service

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

Table 48. Maternal and child health

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

Source: LGV 2020



5.1.4. Child protection, family services and youth justice utilisation

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

Table 49. Child protection

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

Source: DHHS LGASP Moira (S) 2015

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7. Priority population data

7.2. Gender equity

7.2.1. Gender equity indicators



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

Table 50. Gender equity indicators

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

Source: WHV 2021

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

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7.2.2 Prevalence of family violence

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

Table 51. Family violence prevalence

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

Source: VAHI 2020

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



7.2.3 Crimes against persons by sex

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

Table 52. Crimes against persons by gender

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

Source: WHV 2021

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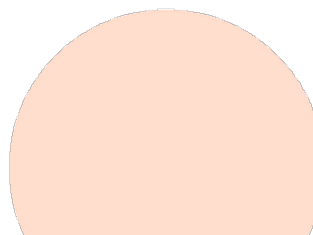
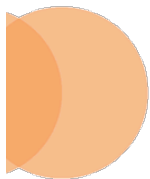
7.2.4 Family violence incidents

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

Table 53. Family violence incidence

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

Source: WHV 2021



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7. Priority population data

7.3. Climate change and its impacts on health

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

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

7.3.1. Exposures, sensitivity, and indicators

Table 54. Climate change indicators

Indicator	1981-2010 average per year	Projected change 2040-2060 medium emissions	Projected change 2040-2060: high emissions
Days exceeding 35 degrees (Shepparton)	14.8 days	25.7 days	29.6 days
Days minimum 22+ degrees + (Shepparton)	2.6 days	-	Between 7.2-14.6 days annually
Coldest winter daily minimum temperature	8.4 ° C (1986-2005 avg)	+0.5 ° C	+0.7 ° C
Average days per year under 0 degrees (Shepparton)	12.4 days	7.0 days	5.3 days
Estimated rainfall %	458.6 mm (1986-2005)	-5%	-14%
Forest fire danger index greater than 95th percentile (Shepparton)	-	-	+60%

Source: DELWP GCP 2019

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

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5.3.2 Properties that could be adversely affected by natural disaster.

Table 55. Properties subject to flood and bushfire overlays

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

Source: Moira Shire Council (GIS Officer)

7.3.3. Climate change impacts on health

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

Table 56. Chronic disease

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

Source: PHIDU 2021



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FILE NO: F21/55
1. A WELCOMING AND INCLUSIVE PLACE

ITEM NO: 10.3.1

**DRAFT WELLBEING FOR ALL AGES STRATEGY - ENDORSEMENT FOR
COMMUNITY COMMENT (cont'd)**

ATTACHMENT No [2] - Moira Shire Community Profile



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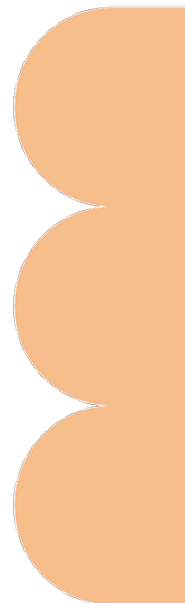
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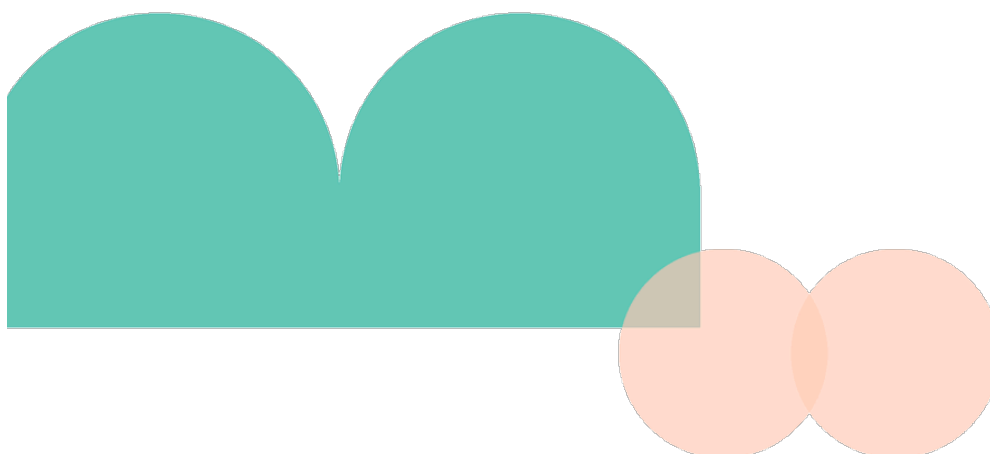


FILE NO: F21/55
1. A WELCOMING AND INCLUSIVE PLACE

ITEM NO: 10.3.1

**DRAFT WELLBEING FOR ALL AGES STRATEGY - ENDORSEMENT FOR
COMMUNITY COMMENT (cont'd)**

ATTACHMENT No [2] - Moira Shire Community Profile



projectura

44 Sanger Street, PO Box 122, Corowa, NSW, 2646 / hello@projectura.com.au / 0407 502 449 / projectura.com.au

FILE NO: C018/21
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.3.2
(PROCUREMENT COORDINATOR,
JOVIAL MATHEWS)
(GENERAL MANAGER COMMUNITY,
RICE, SALLY)

C018/21 - YARRAWONGA - BURRAMINE CYCLING AND WALKING TRAIL CONSTRUCTION

RECOMMENDATION

That Council:

1. Award contract C082/21 Yarrawonga – Burramine Cycling and Walking Trail Construction to O'Loughlin Excavations Pty Ltd.
2. Authorise the Chief Executive Officer to sign and seal the contract documents.
3. Approve the allocation of \$300,000 from cash reserves towards the project budget.

1. Executive Summary

Moira Shire Council invited submissions from suitably experienced contractors for the construction of a 13.34km cycling and walking trail from Yarrawonga to Burramine along the Murray Valley Highway Road reserve.

After consideration of the submissions, the evaluation panel recommends that contract C018/21 be awarded to O'Loughlin Excavations Pty Ltd and to add \$300,000 from cash reserves to the project budget.

2. Background and Options

The scope of work included:

- Site establishment
- Minor clearing and grubbing
- Earthworks
- Pavement construction
- Pavement sealing
- Minor drainage works
- Bridge construction
- Signage and markings
- Site clean-up

Council provided 3 different options of pavement construction and sealing.

1. Option 1: Full construction with a hill gravel pavement and a 10/5 2 coat seal
2. Option 2: Full construction with a hill gravel pavement and a primer seal only
3. Option 3: Full construction of a granitic sand path without a seal

The tenderers were advised to separately price each option, and that the Council may elect to proceed with one of the options under this contract.

Council elected to proceed with Option 1 for the pavement construction and sealing.

Works are to be completed no later than 10th December 2021 and will be paid as lump sum.

FILE NO: C018/21
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.3.2

**C018/21 - YARRAWONGA - BURRAMINE CYCLING AND WALKING TRAIL
CONSTRUCTION (cont'd)**

Date of Public Notice

Paper	Date
TenderSearch	10 July 2021
Border Mail	10 July 2021
Shepparton News	13 July 2021
Cobram Courier	14 July 2021
Numurkah Leader	14 July 2021
Yarrawonga Chronicle	14 July 2021

Submissions closed 4 August 2021.

Receipt of Tenders

9 submissions were received.

Supervision

Superintendent: Manager Construction and Assets

Superintendent Representative: Engineering Design Consultant – EDA PM

Panel Membership

Staff in the following positions independently evaluated the submissions:

- General Manager Community
- Manager Construction and Assets
- Engineering Design Consultant – EDA PM

The Procurement Coordinator moderated the tender evaluation.

Non-conforming tenders

1 submission did not conform to one requirement stated by council for the project.

Tender Evaluation

The following evaluation criteria and weightings were used:

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

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

FILE NO: C018/21
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.3.2

C018/21 - YARRAWONGA - BURRAMINE CYCLING AND WALKING TRAIL CONSTRUCTION (cont'd)

3. Financial Implications

This project is funded through Round 2 of the Murray – Darling Basin Economic Development Program and Moira Shire Council. Following the public tender process, Council is being asked to allocate an additional \$300,000 from cash reserves to the project budget, which will be sufficient to cover the costs of the project.

The request for additional resources to complete the project is due to:

- the recommended option being an improved quality standard to that originally scoped and budgeted for. This will result in a better user experience and less future capital expenditure and ongoing maintenance costs for Council; and
- some of the critical materials required for the trail having increased in cost in recent times.

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

4. Risk Management

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

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

5. Internal and External Consultation

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

The General Manager Community and Manager of Construction and Assets approved the tender documentation.

6. Regional Context

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

7. Council Plan Strategy

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

FILE NO: C018/21
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.3.2

**C018/21 - YARRAWONGA - BURRAMINE CYCLING AND WALKING TRAIL
CONSTRUCTION (cont'd)**

8. Legislative / Policy Implications

The tender process was undertaken in accordance with the requirements of the section 186 of the *Local Government Act* and Council's adopted Procurement Policy.

9. Environmental Impact

Clause 2.12.5 of the contract specific clauses stipulates the contractor's environmental responsibilities and will form part of the contract.

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

10. Conflict of Interest Considerations

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

11. Conclusion

Following the tender process and evaluation, the recommendation is to award contract C018/21 to O'Loughlin Excavations Pty Ltd and to allocate \$300,000 from cash reserves to the project budget.

Attachments

- 1 C018/21 - Yarrowonga - Burramine CWT Construction - APPENDIX A Evaluation Summary (CONFIDENTIAL) - *printed in separate document*

FILE NO: C016/21
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.4.1
(PROCUREMENT COORDINATOR,
JOVIAL MATHEWS)
(GENERAL MANAGER
INFRASTRUCTURE, CLOSE, ANDREW)

C016/21 - EVERIST AVENUE RECONSTRUCTION, YARRAWONGA

RECOMMENDATION

That Council:

1. Appoint Longford Civil Pty Ltd as the preferred tenderer for contract C016/21 - Everist Avenue Reconstruction, Yarrawonga;
2. Authorise the Chief Executive Officer to undertake negotiations to achieve a best value outcome; and
3. Authorise the Chief Executive Officer to sign and seal the contract documents.

1. Executive Summary

Moira Shire Council invited submissions from suitably experienced contractors for the reconstruction of approximately 215m of urban roadway in Everist Avenue, Yarrawonga.

After consideration of the submissions, the evaluation panel recommends that Longford Civil Pty Ltd be appointed as preferred tenderer to contract C016/21.

2. Background and Options

The scope of works under the contract include:

- Concrete kerb and channel
- Road pavement
- Asphalt overlay to new works
- Associated underground drainage works
- Miscellaneous concrete works
- Supply and installation of water main in accordance with North East Water requirements

Works are to be completed within 16 weeks from the date of acceptance and will be paid as a lump sum.

Date of Public Notice

Paper	Date
TenderSearch	10 July 2021
Border Mail	10 July 2021
Shepparton News	13 July 2021
Cobram Courier	14 July 2021
Numurkah Leader	14 July 2021
Yarrawonga Chronicle	14 July 2021

Submissions closed 4 August 2021.

FILE NO: C016/21
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.4.1

C016/21 - EVERIST AVENUE RECONSTRUCTION, YARRAWONGA (cont'd)

Receipt of Tenders

5 submissions were received.

Supervision

Superintendent: Manager Construction and Assets

Superintendent Representative: Project Engineer Construction and Assets

Panel Membership

Staff in the following positions independently evaluated the submissions:

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

The Procurement Coordinator moderated the tender evaluation.

Non-conforming tenders

No submission was considered to be non-conforming.

Tender Evaluation

The following evaluation criteria and weightings were used:

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

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

3. Financial Implications

The tender for the project includes the renewal of a North East Water main within the scope of works. These works are being funded by North East Water who are still to provide their final approval for the works to proceed. The elements of the contract that Council is responsible for are both within the approved budget.

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

FILE NO: C016/21
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.4.1

C016/21 - EVERIST AVENUE RECONSTRUCTION, YARRAWONGA (cont'd)

4. Risk Management

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

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

5. Internal and External Consultation

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

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

6. Regional Context

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

7. Council Plan Strategy

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

8. Legislative / Policy Implications

The tender process was undertaken in accordance with the requirements of the section 186 of the *Local Government Act* and Council's adopted Procurement Policy.

9. Environmental Impact

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

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

FILE NO: C016/21
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 10.4.1

C016/21 - EVERIST AVENUE RECONSTRUCTION, YARRAWONGA (cont'd)

10. Conflict of Interest Considerations

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

11. Conclusion

Following the tender process and evaluation, the recommendation is to appoint Longford Civil Pty Ltd as the preferred tenderer for contract C016/21.

Attachments

- 1 C016/21 - Everist Avenue Reconstruction, Yarrawonga - APPENDIX A - Evaluation Summary (CONFIDENTIAL) - *printed in separate document*

FILE NO: F18/504
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 12.1
(SENIOR GOVERNANCE OFFICER,
NANCY MUSTICA)
(GENERAL MANAGER CORPORATE,
RENNIE, SIMON)

COUNCIL OWNED LAND

TAKE NOTICE that at the Council Meeting to be held on 25 August 2021, it is my intention to move the following motion:

That Council undertake an audit of vacant and/or under utilised council owned land to identify opportunities for generating social and economic benefit.

CR PETER MANSFIELD

Date: 25 August 2021

FILE NO: F
4. CUSTOMER FOCUSED AND RESPONSIVE

ITEM NO: 13.1
(SENIOR GOVERNANCE OFFICER,
NANCY MUSTICA)
(GENERAL MANAGER CORPORATE,
RENNIE, SIMON)

PETITION - BARKING DOG

RECOMMENDATION

That Council note the investigation into the matters raised within the petition received at the scheduled Council meeting held on 28 July 2021 is ongoing.

Petition

Council received a petition at the scheduled Council meeting on the 28 July 2021 regarding a barking dog complaint in Yarrawonga.

The Moira Shire Council Safety and Amenity team are currently investigating the matters raised in the petition. A report will be presented to Council at its scheduled September meeting.

Attachments

Nil

FILE NO: VARIOUS

ITEM NO: 15

GENERAL BUSINESS**6.4. General business**

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

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

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

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