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## AGENDA

**SCHEDULED MEETING OF COUNCIL  
FOR  
WEDNESDAY 23 FEBRUARY 2022  
TO BE HELD AT COBRAM CIVIC CENTRE, PUNT ROAD COBRAM VIC 3644  
COMMENCING AT 6.00 PM**

### **RECORDING**

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

### **LIVE STREAMING**

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

### **1. WELCOME CALLING TO ORDER – CEO**

### **2. PRAYER**

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

Amen

### **3. ACKNOWLEDGEMENT OF TRADITIONAL OWNERS**

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

### **4. APOLOGIES / LEAVE OF ABSENCE**

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

### **6. DISCLOSURE OF CONFLICTS OF INTEREST**

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

**Recommendation:** “That the minutes of the Scheduled Council Meeting held on Wednesday, 15 December 2021 and the minutes of the Unscheduled Meeting of Council held on Wednesday, 2 February 2022, as prepared, be confirmed.”

**8. COUNCILLOR REPORTS**

COUNCILLORS TO PROVIDE VERBAL REPORTS

**8.1 OFFICERS REPORTS**

OFFICERS TO PROVIDE VERBAL REPORTS

**9. PUBLIC QUESTION TIME**

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**10. OFFICER REPORTS FOR DETERMINATION**

**10.1 OFFICE OF CEO**

10.1.1 APPOINTMENT OF COUNCILLOR REPRESENTATIVES TO  
COMMITTEES WITH CURRENT VACANCIES

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**10.2 CORPORATE**

10.2.1 QUARTERLY BUDGET REVIEW - DECEMBER 2021

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10.2.2 COUNCIL PLAN 2021-2025 - HALF YEAR PERFORMANCE UPDATE

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10.2.3 LOCAL GOVERNMENT PERFORMANCE REPORTING FRAMEWORK -  
2021/22 HALF YEARLY REPORT

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10.2.4 APPOINTMENT AND AUTHORISATION OF COUNCIL OFFICERS  
UNDER THE PLANNING AND ENVIRONMENT ACT 1987

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10.2.5 DISCONTINUANCE OF SECTIONS OF UNUSED ROADS WITHIN LAKE  
NUMURKAH

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10.2.6 ASSEMBLIES OF COUNCILLORS DECEMBER 2021

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**10.3 COMMUNITY**

10.3.1 MEMORANDUM OF UNDERSTANDING (MOU) FOR CROSS BORDER  
COLLABORATION WITH BERRIGAN SHIRE COUNCIL, FEDERATION  
COUNCIL AND INDIGO SHIRE COUNCIL

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10.3.2 ENVIRONMENTAL SUSTAINABILITY REPORT 2020/21

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10.3.3 PLEDGE FOR THE GOULBURN BROKEN REGIONAL CATCHMENT  
STRATEGY

84

**10.4 INFRASTRUCTURE**

NIL

**11. NOTICES OF MOTION**

NIL

**12. PETITIONS AND JOINT LETTERS**

NIL

**13. COUNCIL SEAL**

NIL

**14. GENERAL BUSINESS**

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**15. CLOSE OF MEETING**

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](mailto:info@moira.vic.gov.au) clearly stating is a question for the meeting.

FILE NO:  
5. TRANSPARENT AND ACCOUNTABLE  
GOVERNANCE

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

## APPOINTMENT OF COUNCILLOR REPRESENTATIVES TO COMMITTEES WITH CURRENT VACANCIES

### Recommendation

That Council fill the vacancies on Committees that require Councillor representatives by:

1. Appointing Cr \_\_\_\_\_ to the Moira Shire Disability Advisory Committee
2. Appointing Cr \_\_\_\_\_ to the Moira Shire Environment Sustainability Advisory Committee
3. Appointing Cr \_\_\_\_\_ to the Moira Shire Youth Council
4. Appointing Cr \_\_\_\_\_ to the Goulburn Murray Climate Alliance (GMCA)
5. Appointing Cr \_\_\_\_\_ to the Goulburn Valley Community Road Safety
6. Appointing Cr \_\_\_\_\_ to the Murray Darling Association Inc

### 1. Executive Summary

Each year Councillors are presented with a report, which details Councillor Appointments to committees and other bodies.

A report went to the 15 December 2021 Scheduled Council Meeting where it was resolved to:

1. Appoint a Councillor Representative to Council's Audit and Risk Committee.
2. Continue with the current appointments on other committees and bodies, as appointed in November 2020, until the Councillor vacancies have been filled.

The VEC Countback has concluded which resulted in Councillors Beitzel and Heather being sworn in.

With the vacancies filled, it is now timely to appoint councillors to the remainder of the committees.

### 2. Conflict of interest declaration

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

### 3. Background & Context

In the past Councillors were representatives to Council's Section 86 Committees; Audit Committee; Moira Advisory Committees; other Moira Committees and other Representative bodies.

Changes to the Local Government Act occurred during 2020 that provided a new structure for Committees of Council. Community Asset Committees (former S86 Committees) are being progressively transitioned to incorporated associations and friends of groups and have not been listed at this stage to allow consideration of continued Councillor membership.

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

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

**APPOINTMENT OF COUNCILLOR REPRESENTATIVES TO COMMITTEES WITH CURRENT VACANCIES (cont'd)**

The below table lists all the Committees and other representative bodies on which Council is required to have representation.

**ADVISORY COMMITTEES AND BOARDS**

	<b>Representative</b>	<b>Dates</b>	<b>Occurrence</b>
Moira Shire Council Audit and Risk Committee	Mayor Crs: X 2	Thursdays	Minimum Quarterly
CEO Employment Matters Committee	All Councillors	TBC	Annually
Moira Shire Disability Advisory Committee	Crs: up to 3	Second Tuesday	Bi Monthly
Moira Shire Environment Sustainability Advisory Committee	Crs: X 2	Third Tuesday	Quarterly
Moira Shire Youth Council	Mayor Crs: up to 3	Tuesday	Six meetings per year
Moira Shire Tourism Advisory Committee	The Committee is currently in abeyance.		
Numurkah Flood Mitigation Implementation Committee	Crs: X 1		Quarterly
Yarrawonga Library Project Steering Committee	Crs X 3		As required
Yarrawonga Multipurpose Sports Stadium Steering Committee	Crs: X 2		As required
Cobram East Flood Mitigation Design Steering Committee.	Crs: X 1		As required
Upper Broken & Boosey Creek Flood Study Project Steering Committee	Crs: X 1		As required

**OTHER REPRESENTATIVE BODIES**

	<b>Representative</b>	<b>Dates</b>	<b>Occurrence</b>
Goulburn Broken Greenhouse Alliance	Crs: X 1	Third Thursday	Varies
Goulburn Valley Community Road Safety	Crs: X 1	Varies	Quarterly

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

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

**APPOINTMENT OF COUNCILLOR REPRESENTATIVES TO COMMITTEES WITH CURRENT VACANCIES (cont'd)**

Goulburn Valley Regional Library Corporation Board	Crs: X 1	Thursday	Quarterly
Goulburn Valley Waste and Resource Recovery Group	Crs: X 1	Friday	Quarterly
Lake Mulwala Community Reference Group	Crs: X 1	Various	Varies
Municipal Association of Victoria	Mayor or delegate	Friday	Bi Annual
Murray River Group of Councils	Mayor	Thursday	Bi Monthly
Murray Darling Association Inc	Crs: X 2	Various	Quarterly
Moira Shire Council Barmah Forest Heritage Education Centre	Crs: X 1	Wednesday	Varies
Yarrawonga to Torrumbarry River Reach Stakeholder Group	Crs x 1	Various	Quarterly

**4. Issues**

The resignations of two Councillors in 2021 resulted in vacancies in the following committees.

Moira Shire Disability Advisory Committee
Moira Shire Environment Sustainability Advisory Committee
Moira Shire Youth Council
Goulburn Murray Climate Alliance (GMCA)
Goulburn Valley Community Road Safety
Murray Darling Association Inc

**5. Strategic Alignment**

**Council Plan**

5. Transparent and accountable governance

We will be transparent, inclusive, responsive and accessible when engaging with the community

FILE NO:  
5. TRANSPARENT AND ACCOUNTABLE  
GOVERNANCE

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

## APPOINTMENT OF COUNCILLOR REPRESENTATIVES TO COMMITTEES WITH CURRENT VACANCIES (cont'd)

### 6. Internal & External Engagement

Engagement (who did you engage with?)	Feedback
Internal            Councillors	Once appointed Councillors will then commence receiving correspondence regarding committee meetings.
External           Committees	Once Councillors have been appointed to the committees, each committee will be notified of their delegated Councillor

### 7. Budget / Financial Considerations

Council's financial support for special committees is a budgeted item.

### 8. Risk & Mitigation

Risk is mitigated by Council meeting its statutory requirements and by having representation on external boards.

### 9. Conclusion

Each year, Councillors are presented with a report, which details the current special committees for which Councillor Representation is required.

Following the December Council resolution and the Councillor vacancies filled it is now timely to appoint Councillors to the remainder of the committees that require representation.

## Attachments

- 1 Current Councillor representative appointments



FILE NO:  
5. TRANSPARENT AND ACCOUNTABLE  
GOVERNANCE

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

**APPOINTMENT OF COUNCILLOR REPRESENTATIVES TO COMMITTEES  
WITH CURRENT VACANCIES (cont'd)**

**ATTACHMENT No [1] - Current Councillor representative appointments**

Advisory Committee and Boards	Representative
Moira Shire Council Audit and Risk Committee	Cr Limbrick Cr Cox
Moira Shire Council CEO Employment Matters Committee	Cr Mustica, Mayor Cr Lawless, Deputy Mayor Cr Brooks Cr Cox <b>Cr Elect</b> <b>Cr Elect</b> Cr Elliott Cr Limbrick Cr Mansfield
Moira Shire Disability Advisory Committee	<b>Cr</b> Cr Lawless
Moira Shire Environment Sustainability Advisory Committee	Cr Elliott <b>Cr</b>
Moira Shire Youth Council	Mayor <b>Cr</b> Cr Mansfield
Moira Shire Tourism Advisory Committee	Committee in abeyance
Numurkah Flood Mitigation Implementation Committee	Cr Limbrick
Yarrawonga Library Project Steering Committee	Cr Lawless Cr Mansfield Cr Elliott
Yarrawonga Multipurpose Sports Stadium Steering Committee	Mayor Cr Lawless Cr Mansfield
Cobram East Flood Mitigation Design Steering Committee.	Cr Cox Cr Mustica
Upper Broken & Boosey Creek Flood Study Project Steering Committee	Cr Lawless
Goulburn Murray Climate Alliance (GMCA)	<b>Cr</b>
Goulburn Valley Community Road Safety	<b>Cr</b>
Goulburn Valley Regional Library Corporation Board	Cr Brooks
Goulburn Valley Waste and Resource Recovery Group	Cr Limbrick
Lake Mulwala Community Reference Group	Cr Elliott Cr Brooks
Municipal Association of Victoria	Mayor
Murray River Group of Councils	Mayor
Murray Darling Association Inc	<b>Cr</b> Cr Mansfield
Moira Shire Council Barmah Forest Heritage Education Centre	Cr Limbrick
Yarrawonga to Torrumbarry River Reach Stakeholder Group	Cr Mansfield

FILE NO:  
5. TRANSPARENT AND ACCOUNTABLE  
GOVERNANCE

ITEM NO: 10.2.1  
(FINANCIAL ACCOUNTANT, ANDREW  
WILSON)  
(ACTING GENERAL MANAGER  
CORPORATE, DOYLE, BRANT)

## QUARTERLY BUDGET REVIEW - DECEMBER 2021

### RECOMMENDATION

That Council note:

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

### 1. Executive Summary

#### Income Statement

There has been an increase in the forecast budget surplus of \$4.00 million in the Approved September 2021 forecast to a surplus of \$4.59 million in the December 2021 forecast. The variance driven by a number of factors include increased operating grants for the extended Regional Fruit Fly program and other government initiatives.

Because of timing differences in the fruit fly program in accounting for expenses and income, it is reported in this budget as increased revenue. However, over the full length of the program it has equal amount of expenses to match the income. There is no net gain in income for Council.

There is a recognition of income (under AASB 15) for grants received for capital works projects approved in prior years and completed in the 2021/22 financial year. This moves income from reserves to recognise it in the current accounting period.

While this movement increases the accounting revenue it is not new income, and should not be taken in the context that Council has received further funds for projects.

#### Balance Sheet

The Balance Sheet of Moira Shire continues to remain strong. The strong reserves are set aside to pay for the \$37.16 million dollars of Capital works outstanding.

#### Cash Flow Statement

The cash position of Moira Shire continues to remain strong.

#### Capital Expenditure

There is no change to the 2021/22 Adopted Budget capital works program, the capital works forecast for December 2021 remains at \$14.59 million. In addition, a further \$37.16 million in other capital works remain, these include works commenced in 2020/21, and other capital works that have been scoped but construction has not yet commenced.

#### Financial Performance indicators

All Financial performance indicators remain within an acceptable range.

### 2. Background and Options

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

FILE NO:  
5. TRANSPARENT AND ACCOUNTABLE  
GOVERNANCE

ITEM NO: 10.2.1

**QUARTERLY BUDGET REVIEW - DECEMBER 2021 (cont'd)**

**Financial Implications**

**3.1 Summary of changes to projected operating result for the 2021/22 financial year**

The surplus for the Proposed December 2021 Forecast expected to be \$4,592,395 – an increase of \$3,996,502 compared to the September 2021 Approved Forecast of \$595,893.

Approved Forecast Sep 2021 vs Proposed Forecast Dec 2021	(Favourable) / Unfavourable \$
<b>Surplus – Approved Forecast Sep 2021</b>	<b>(595,893)</b>
Rates and charges	(228,361)
Statutory fees and fines	(38,761)
User fees	(14,847)
Grants - operating	(1,063,196)
Grants - capital	(3,360,958)
Contributions - monetary	(139,546)
Net gain on disposal of property, infrastructure, plant & equipment	(30,977)
Other income	(40,702)
Employee costs	199,640
Materials & services	
- <i>Materials &amp; consumables</i>	431,657
- <i>Contract services</i>	260,372
- <i>Utilities</i>	1,503
Other expenses	27,674
<b>Proposed December 2021 Forecast Surplus</b>	<b>(4,592,395)</b>

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

- a) **Rates and Charges** – Income from supplementary valuations on new or improved properties (\$228k)
- b) **Statutory fees and fines** – Increased income from fees generated from rates certificate fees (\$8k), local laws fees (\$5k) and supervision of new subdivision works (\$26k).
- c) **User fees** – Income generated from Town Planning advertising fees (\$8k) and fees charged for sundry works on Council properties (\$7k).
- d) **Grants - operating** – Increased grant income for Australia Day Celebrations (\$16k), increased Maternal & Child Health funding (\$165k), extension of the Regional Fruit Fly program for 2021/22 (\$564k), new state government grants Covid Safe Outdoor Activation Fund (\$300k) and Cat desexing program (\$18k), for these programs corresponding expenditure is also recognised in materials & services.
- e) **Grants – capital** – Recognition of income (under AASB 15) for grants received for capital works projects approved in prior years and completed in the 2021/22 financial year (\$3.36m). These projects include: Yarrowonga Aerodrome Runway Lighting; Tungamah and Wunghnu Recreation Reserves; Picola Hall; Numurkah Skate Park; Federation Park Cobram; Numurkah Apex Park; and River Road Yarrowonga.

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5. TRANSPARENT AND ACCOUNTABLE  
GOVERNANCE

ITEM NO: 10.2.1

**QUARTERLY BUDGET REVIEW - DECEMBER 2021 (cont'd)**

- f) **Contributions – monetary** – Recognition of income (under AASB 15) for contributions received for capital works projects approved in prior years and completed in the 2021/22 financial year (\$125k), and developer contributions to Open Space reserve (\$15k).
- g) **Net gain on disposal of property, infrastructure and plant & equipment** – Proceeds of sale of surplus land at Richardson Street, Nathalia (\$31k).
- h) **Other income** – Income from employer incentives programs (\$55k) and reimbursements for insurance excess payments (\$5k), Council election fines (\$10k), tourism income (\$10k), offset by reduced income from on-charged legal costs \$40k.
- i) **Employee costs** - Increase driven by employee costs associated with the extension of the Regional Fruit Fly program \$200k
- j) **Materials and consumables** – Increase driven by materials and consumables costs associated with the extension of the Regional Fruit Fly program \$262k and the Covid Safe Outdoor Activation Fund program \$300k, offset by savings in postponing the Business Awards event to 2022/23 (\$95k), savings in Christmas decorations (\$35k).
- k) **Contract services** – Increase driven by extension of the Regional Fruit Fly program \$200k, increased subdivision plan checking contractor costs \$30k and playground strategy review \$30k.
- l) **Utilities** – Increase of utilities costs for the Regional Fruit Fly office following extension of the program \$2k.
- m) **Other expenses** – Increase of office rental costs for the Regional Fruit Fly office following extension of the program \$8k, pool registration fees for Council pools \$3k and recognition of Trust for Nature rates rebates as an expense rather than reduced rate income \$17k.

FILE NO:  
5. TRANSPARENT AND ACCOUNTABLE  
GOVERNANCE

ITEM NO: 10.2.1

**QUARTERLY BUDGET REVIEW - DECEMBER 2021 (cont'd)**

**3.2 Income Statement**

Income Statement	Adopted Budget 2021/22	YTD Actuals 2021/22	Approved Forecast Sep 2021	Proposed Forecast Dec 2021	Approved Forecast Sep 2021 vs Proposed Forecast Dec 2021
<b>Income</b>					
Rates and charges	(40,664,571)	(40,852,219)	(40,730,212)	(40,958,573)	228,361
Statutory fees and fines	(1,539,550)	(957,507)	(1,649,550)	(1,688,311)	38,761
User fees	(2,086,274)	(1,129,433)	(2,165,274)	(2,180,121)	14,847
Grants - operating	(11,933,920)	(4,044,090)	(12,539,366)	(13,602,562)	1,063,196
Grants - capital	(3,369,893)	(609,596)	(3,369,893)	(6,730,851)	3,360,958
Contributions - monetary	(80,000)	(104,137)	(85,955)	(225,501)	139,546
Contributions - non-monetary	(500,000)	-	(500,000)	(500,000)	-
Net gain on disposal of property, infrastructure, plant & equipment	(28,446)	(87,257)	(28,446)	(59,423)	30,977
Other income	(972,169)	(329,565)	(986,210)	(1,026,912)	40,702
<b>Income Total</b>	<b>(61,174,823)</b>	<b>(48,113,804)</b>	<b>(62,054,906)</b>	<b>(66,972,254)</b>	<b>4,917,348</b>
<b>Expenditure</b>					
Employee costs	23,700,906	11,297,339	23,700,906	23,900,546	(199,640)
Materials & services					
- <i>Materials &amp; consumables</i>	15,653,190	7,311,694	16,269,420	16,701,077	(431,657)
- <i>Contract services</i>	6,956,520	3,068,386	7,111,053	7,371,425	(260,372)
- <i>Utilities</i>	1,123,831	466,941	1,123,831	1,125,334	(1,503)
Depreciation and amortisation	12,044,167	5,625,000	12,044,167	12,044,167	-
Bad and doubtful debts	35,000	-	35,000	35,000	-
Borrowing costs	47,475	28,505	47,475	47,475	-
Finance costs - leases	124,291	43,226	124,291	124,291	-
Share of Net Loss of Associated Entity	10,000	-	10,000	10,000	-
Other Expenses	992,870	223,414	992,870	1,020,544	(27,674)
<b>Expenditure Total</b>	<b>60,688,250</b>	<b>28,064,506</b>	<b>61,459,013</b>	<b>62,379,859</b>	<b>(920,846)</b>
<b>Operating Result</b>	<b>(486,573)</b>	<b>(20,049,298)</b>	<b>(595,893)</b>	<b>(4,592,395)</b>	<b>3,996,502</b>

FILE NO:  
5. TRANSPARENT AND ACCOUNTABLE  
GOVERNANCE

ITEM NO: 10.2.1

**QUARTERLY BUDGET REVIEW - DECEMBER 2021 (cont'd)****3.3 Balance Sheet**

	<b>Adopted Budget 2021/22</b>	<b>Approved Forecast Sep 2021</b>	<b>Proposed Forecast Dec 2021</b>	<b>Approved Forecast Sep 2021 vs Proposed Forecast Dec 2021</b>
<b>Balance Sheet</b>				
Current Assets	49,560,000	49,669,320	50,165,822	496,502
Non-Current Assets	618,010,000	618,010,000	618,010,000	-
<b>Total Assets</b>	<b>667,570,000</b>	<b>667,679,320</b>	<b>668,175,822</b>	<b>496,502</b>
Current Liabilities	10,353,000	10,353,000	10,589,000	-
Non-current Liabilities	24,209,000	24,209,000	23,052,000	-
<b>Total Liabilities</b>	<b>34,562,000</b>	<b>34,562,000</b>	<b>33,641,000</b>	<b>-</b>
<b>Net Assets</b>	<b>633,008,000</b>	<b>633,117,320</b>	<b>634,534,822</b>	<b>496,502</b>
<b>Equity</b>	<b>633,008,000</b>	<b>633,117,320</b>	<b>634,534,822</b>	<b>496,502</b>

**3.4 Statement of Cash**

	<b>Adopted Budget 2021/22</b>	<b>Approved Forecast Sep 2021</b>	<b>Proposed Forecast Dec 2021</b>	<b>Approved Forecast Sep 2021 vs Proposed Forecast Dec 2021</b>
<b>Statement of Cash Flow</b>				
Net cash flows provided by operating activities	12,811,000	12,920,320	15,885,845	2,965,525
Net cash flow used on investing activities	(9,700,000)	(9,700,000)	(12,169,023)	(2,469,023)
Net cash flows provided by financing activities	7,717,000	7,717,000	7,717,000	-
<b>Net change in cash held</b>	<b>10,828,000</b>	<b>10,937,320</b>	<b>11,433,822</b>	<b>496,502</b>
Cash at the beginning of the year	2,500,000	2,500,000	2,500,000	-
<b>Cash at the end of the year</b>	<b>13,328,000</b>	<b>13,437,320</b>	<b>13,933,822</b>	<b>496,502</b>

Council is expected to hold \$30 million in investments at the end of the year in the form of term deposits with authorised deposit-taking institutions.

FILE NO:  
5. TRANSPARENT AND ACCOUNTABLE  
GOVERNANCE

ITEM NO: 10.2.1

**QUARTERLY BUDGET REVIEW - DECEMBER 2021 (cont'd)**

**3.5 Statement of Capital Works - Proposed Forecast**

Capital Works	Total Capital Works Forecast as at Dec 2021*	Adopted Budget 2021/22	Other Capital Works as at Dec 2021	YTD Actuals 2021/22
<b>Property</b>				
Land improvements (incl land development)	5,406,582	1,500,000	3,906,582	118,186
Buildings	19,415,778	2,295,000	17,120,778	2,154,630
<b>Total property</b>	<b>24,822,360</b>	<b>3,795,000</b>	<b>21,027,360</b>	<b>2,272,816</b>
<b>Plant and equipment</b>				
Plant, machinery and equipment	1,737,030	1,402,200	334,830	218,176
Fixtures, fittings and furniture	14,471	14,471	-	1,090
Computers and telecommunications	75,653	-	75,653	-
<b>Total plant and equipment</b>	<b>1,827,154</b>	<b>1,416,671</b>	<b>410,483</b>	<b>219,266</b>
<b>Infrastructure</b>				
Roads	7,744,772	3,640,000	4,104,772	2,346,553
Bridges	2,021,905	-	2,021,905	966,354
Footpaths and cycleways	2,388,467	905,000	1,483,467	1,210,497
Drainage	6,341,632	2,290,000	4,051,632	1,937,696
Kerb and channel	1,346,023	540,000	806,023	525,963
Recreational, leisure and community facilities	4,257,200	1,063,600	3,193,600	1,328,988
Waste management	12,953	-	12,953	-
Parks, open space and streetscapes	215,976	135,000	80,976	87,095
Aerodromes	431,937	100,000	331,937	-
Other infrastructure	196,572	560,000	(363,428)	31,425
<b>Total infrastructure</b>	<b>25,107,437</b>	<b>9,383,600</b>	<b>15,723,837</b>	<b>8,590,734</b>
<b>Total capital works expenditure</b>	<b>51,756,951</b>	<b>14,595,271</b>	<b>37,161,680</b>	<b>11,082,816</b>
Outstanding commitments				4,685,744
<b>Total YTD Actuals plus commitments</b>				<b>15,768,560</b>

\*Total Capital Works is the sum of the Adopted Budget 2021/22 and all other approved capital works rolled over from previous years.

There are Capital Expenditure commitments outstanding of \$4,685,744.

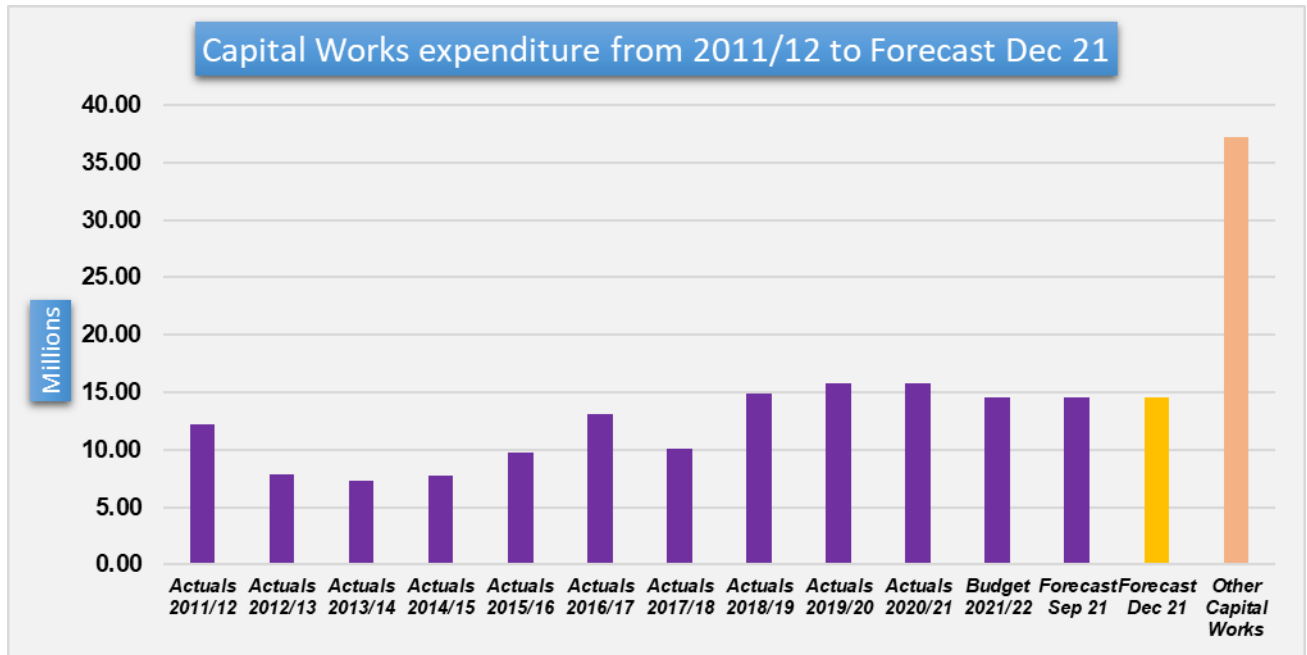
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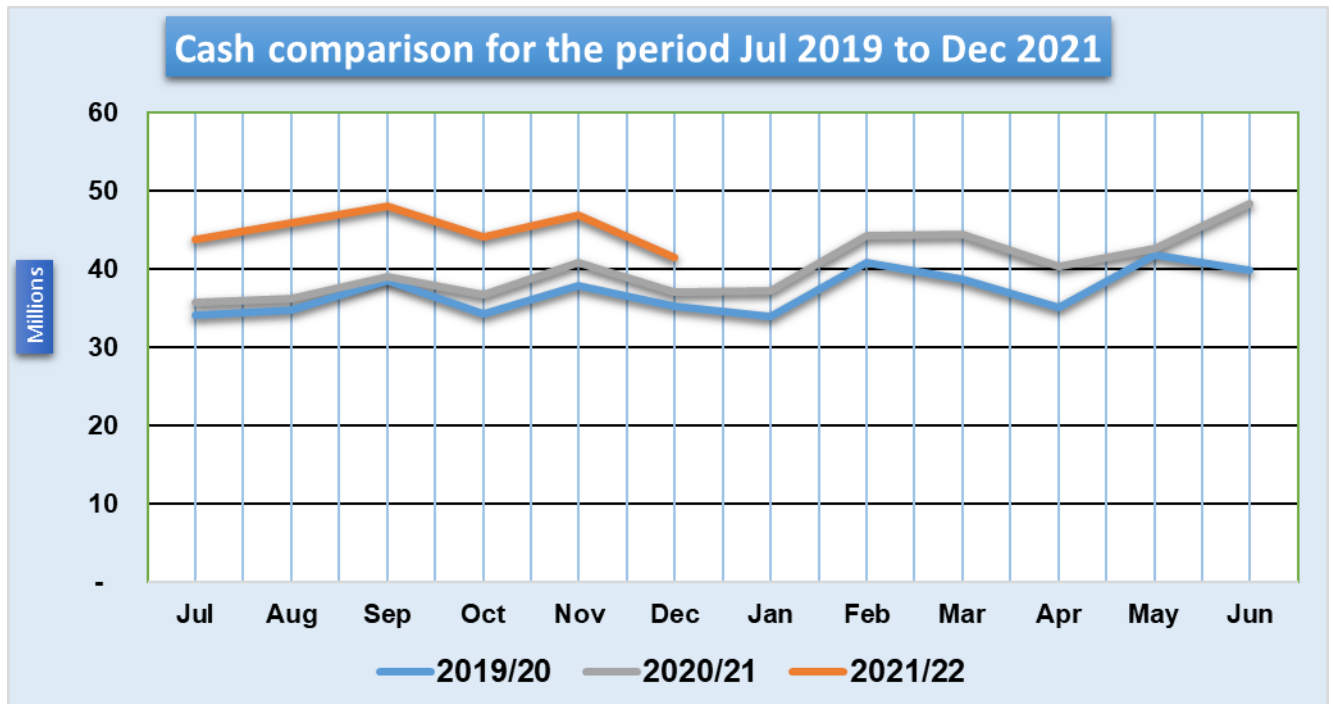
**QUARTERLY BUDGET REVIEW - DECEMBER 2021 (cont'd)**

**3.6 Capital Expenditure**

Historical expenditure on capital works:



**3.7 Cash Balance**



The balance of Cash and cash equivalents at 30 June 2022 proposed to be \$43.93 million.



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**QUARTERLY BUDGET REVIEW - DECEMBER 2021 (cont'd)**

**3.8 Financial Performance Measures**

	Dimension/indicator /measure	Band / Range	Results 2019	Results 2020	Results 2021	Budget 2021/22	Sep 2021 Review	Dec 2021 Review
<b>Efficiency</b>								
<b>Expenditure level</b>								
E2	Expenses per property assessment [Total expenses / Number of property assessments]	\$2,000 to \$5,000	\$3,197	\$3,369	\$3,288	\$3,397	\$3,410	\$3,453
<b>Revenue level</b>								
E4	Average rate per property assessment [General rates and Municipal charges / Number of property assessments]	\$700 to \$2,000	\$1,641	\$1,673	\$1,732	\$1,780	\$1,704	\$1,711
<b>Liquidity</b>								
<b>Working capital</b>								
L1	Current assets compared to current liabilities [Current assets / Current liabilities]	100% to 400%	333.69%	337.56%	259.88%	478.70%	479.76%	484.55%
<b>Unrestricted cash</b>								
L2	Unrestricted cash compared to current liabilities [Unrestricted cash / Current liabilities]	10% to 300%	268.14%	259.24%	208.08%	100.46%	101.52%	141.59%
<b>Obligations</b>								
<b>Loans and borrowings *</b>								
O2	Loans and borrowings compared to rates [Interest bearing loans and borrowings / Rate revenue]	0% to 70%	6.73%	3.93%	2.23%	24.14%	24.10%	23.96%
O3	Loans and borrowings repayments compared to rates [Interest and principal repayments on interest bearing loans and borrowings / Rate revenue]	0% to 20%	3.73%	2.88%	1.80%	4.31%	4.31%	4.28%
<b>Indebtedness *</b>								
O4	Non-current liabilities compared to own source revenue [Non-current liabilities / Own source revenue]	2% to 70%	29.91%	31.23%	30.30%	53.12%	52.81%	49.87%
<b>Asset renewal and upgrade</b>								
O5	Asset renewal and upgrade compared to depreciation [Asset renewal and upgrade expense / Asset depreciation]	40% to 130%	130.17%	78.73%	100.48%	88.80%	88.80%	88.80%
<b>Operating position</b>								
<b>Adjusted underlying result</b>								
OP1	Adjusted underlying surplus (or deficit) [Adjusted underlying surplus (deficit)/ Adjusted underlying revenue]	-20% to 20%	7.22%	1.92%	2.91%	-1.49%	-1.31%	4.48%
<b>Stability</b>								
<b>Rates concentration</b>								
S1	Rates compared to adjusted underlying revenue [Rate revenue / Adjusted underlying revenue]	30% to 80%	60.01%	62.39%	65.02%	67.72%	66.86%	62.47%
<b>Rates effort</b>								
S2	Rates compared to property values [Rate revenue / Capital improved value of rateable properties in the municipality]	0.15% to 0.75%	0.60%	0.59%	0.58%	0.54%	0.52%	0.52%

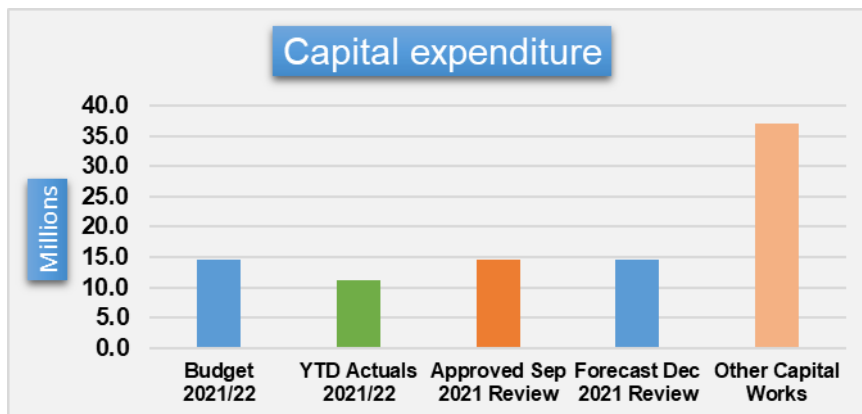
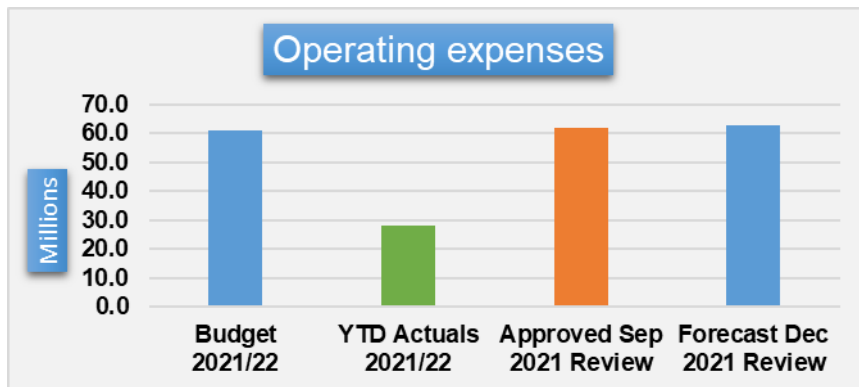
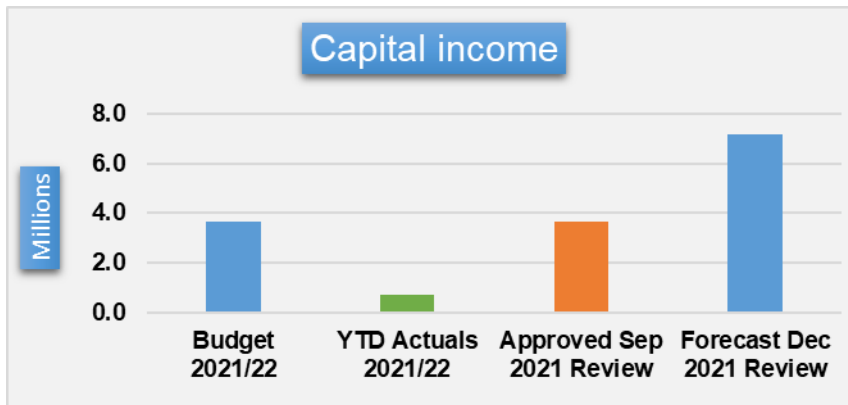
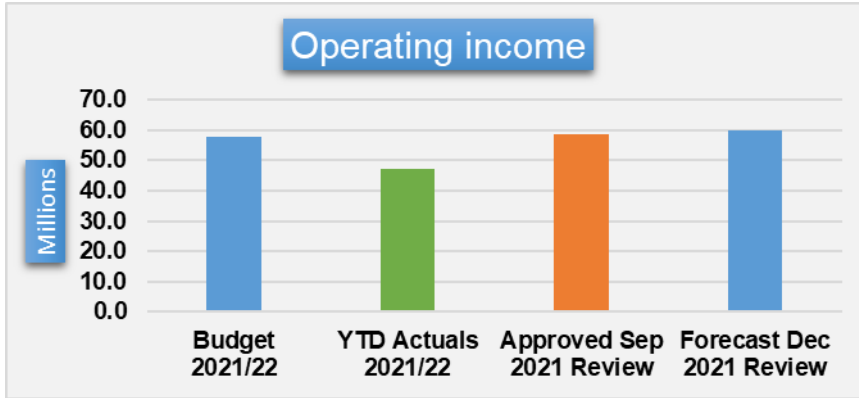
\* The significant increase in the Loans and Borrowings and Indebtedness measures are due to the anticipated drawdown of TCV Community Infrastructure Loans [Approved by the Council] to fund the Yarrawonga Library and the Yarrawonga Multi Sports Stadium.

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**QUARTERLY BUDGET REVIEW - DECEMBER 2021 (cont'd)**

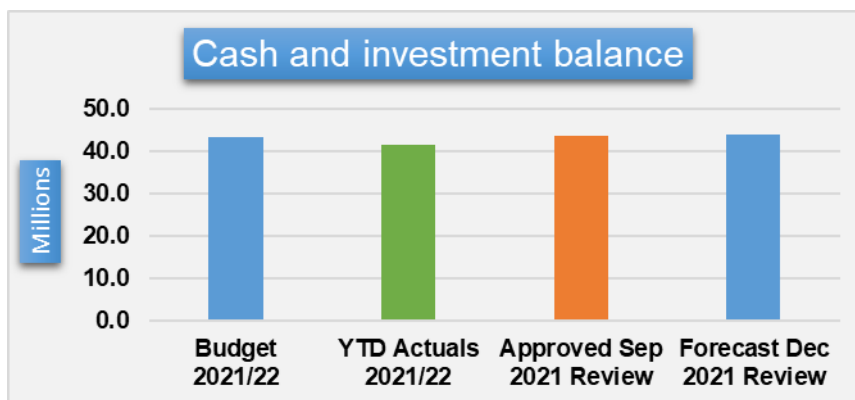
**3.9 Financial Indicators**



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**QUARTERLY BUDGET REVIEW - DECEMBER 2021 (cont'd)**



**Environmental Upgrade Agreement (EUAs) - Quarterly Performance Reporting**

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

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

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

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

Reporting requirement	Status as at 31 December 2021
a) Each environmental upgrade agreement entered into in the last quarter, and the rateable land to which the agreement relates	No new agreements were entered into during the reporting period
b) Each environmental upgrade charge approved in respect of the agreements referred to in paragraph (a), and the value of the charges	No new agreements were entered into during the reporting period
c) The total number of environmental upgrade charges in operation in the last quarter;	5
d) The total value of all environmental upgrade charge payments that have fallen due and have not been paid;	Nil
e) The total value of all environmental upgrade charge payments that are yet to fall due.	\$4,090,299

**3. Risk Management**

It is appropriate to examine the risks as they may affect Council's financial position. The areas identified below flagged to highlight potential impacts on Council.

**Capital Works**

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

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## QUARTERLY BUDGET REVIEW - DECEMBER 2021 (cont'd)

### Grant Income

Council has a significant level of government grants. These grants underpin several capital works projects and operating programs, all of which are of importance to the Moira community. Operating grants for 2021/22 total \$13.60 million and capital grants \$6.73 million, this includes \$3.36 million recognised as income (under AASB 15) for grants received for capital works projects approved in prior years and completed in the 2021/22 financial year.

### 4. Internal and External Consultation

The following members of staff consulted:

- Executive Leadership Team
- All Managers
- Finance Manager

The Council's December 2021 budget review provided for public viewing in accordance with Council's open and transparent governance policy.

### 5. Regional Context

There are no regional issues to consider within this report.

### 6. Council Plan Strategy

Transparent and Accountable Governance.

### 7. Legislative Implications

This report complies with Section 97 of the *Local Government Act 2020* and *Local Government (Planning and Reporting) Regulations 2020*.

### 8. Environmental Impact

Council's sound financial position continues to allow Council to implement and maintain its environmental projects.

### 9. Conflict of Interest Considerations

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

### 10. Conclusion

The projected cash position is \$43.93 million as at 30 June 2022.

An operating surplus of \$4.59 million forecast as at 30 June 2022.

A total 2021/22 capital works program of \$51.76 million.

Council continues to manage its position and continues to seek additional revenue and monitor expenditure.

### Attachments

Nil

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ITEM NO: 10.2.2  
(GOVERNANCE OFFICER, NATALIE EVANS)  
(ACTING GENERAL MANAGER  
CORPORATE, DOYLE, BRANT)

## COUNCIL PLAN 2021-2025 - HALF YEAR PERFORMANCE UPDATE

### RECOMMENDATION

That Council note the progress achieved against the 2021-2025 Council Plan for the period 1 July to 31 December 2021.

#### 1. Executive Summary

This report provides an update on Council's progress in delivering the 2021-2025 Council Plan priorities for the period 1 July to 31 December 2021.

The report demonstrates Council's progress against the key objectives of:

- A Welcoming and Inclusive Place
- A Diverse and Dynamic Economy
- A Clean Green Environment
- Customer Focused and Responsive
- Transparent and Accountable Governance

As indicated in our Council Plan, Council will also measure its success by using the following performance indicators:

- Local Government Performance Reporting Framework (LGPRF) and Governance & Management Checklist. A half yearly update is reported under separate cover.
- Annual Local Government Community Satisfaction Survey which is currently being conducted.

#### 2. Background and Options

The Council Plan was adopted on 23 June 2021 with the goals and actions to be delivered over 4 years to June 2025.

The plan includes 33 goals towards achieving Council's key strategic objective pillars and the intent of the plan. This report provides an update on Council's progress from 1 July to 31 December 2021.

#### Progress Highlights

During the period 1 July to 31 December 2021, Council delivered a range of outcomes, some of which include:

- **A Welcoming and Inclusive Place**
  - Adoption of the Moira Shire Community Vision 2035.
  - Adoption of a new Wellbeing for All Ages Strategy.
  - Completion of the Recreation Reserves lighting review.
  - Actively implementing the requirements of the *Gender Equality Act 2020* throughout the organisation.
  - Four Creative Hubs now operating throughout the shire to implement the Arts and Culture Strategy.
- **A Diverse and Dynamic Economy**
  - Development of a range of business training and mentoring programs.
  - Inclusion of a number of new businesses in the Murray Farm Gate Trail.

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## COUNCIL PLAN 2021-2025 - HALF YEAR PERFORMANCE UPDATE (cont'd)

- Completion of the Yarrowonga-Burramine Cycling Trail.
- **A Clean Green Environment**
  - Completion of Councils Environmental Sustainability Strategy 2017-2021.
  - Development of a new Environmental Sustainability Strategy well underway.
  - Planning for the introduction of Victoria's Circular Economy Policy well underway.
- **Customer Focused and Responsive**
  - Adoption of a new Complaints Handling Policy and Procedure.
  - Implementation of a new internal Intranet and Knowledge Database.
  - Recognition of Moira Shire Volunteers through the Australia Day Awards.
  - Active participation in the COVID-19 response and relief effort including attending Hume Region Meetings and standing the Municipal Emergency Management Planning Committee - Pandemic Sub Committee.
- **Transparent and Accountable Governance**
  - Adoption of a new Procurement Policy.
  - Adoption of a new Special Rates and Charges Policy.
  - Community newsletter
  - Internal Audits conducted on Grant Management and Strategic & Service Level Planning.
  - Successful community engagement on a number of key documents, such as the Community Vision, Wellbeing for All Ages Strategy and Domestic Animal Management Plan.

### 3. Financial Implications

Funding to enable delivery of the Council Plan initiatives is determined through the annual budget process.

### 4. Risk Management

Regular reporting enables Councils to monitor progress against the Council Plan objectives and other performance indicators.

### 5. Internal and External Consultation

The updates have been obtained through officer updates on actions linked to the Council Plan with further information requested where appropriate. The commentary has been prepared by/in consultation with the relevant Directors and the Manager Governance & Risk and the Executive Leadership Team.

### 6. Regional Context

There are no regional issues to consider with this report.

### 7. Council Plan Strategy

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

### 8. Legislative / Policy Implications

This report ensures compliance with Councils Performance Reporting Policy and the *Local Government (Planning and Reporting) Regulations 2020*.

### 9. Environmental Impact

There are no environmental sustainability issues to be considered with this report.

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**COUNCIL PLAN 2021-2025 - HALF YEAR PERFORMANCE UPDATE (cont'd)**

**10. Conflict of Interest Considerations**

There are no council officers conflicts associated with the preparation of this report.

**11. Conclusion**

It is recommended that Council note the progress towards implementation of the Council Plan goals attached to this report.

**Attachments**

- 1 Council Plan 2021-2025 - Half Yearly Performance Report

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**COUNCIL PLAN 2021-2025 - HALF YEAR PERFORMANCE UPDATE (cont'd)**

**ATTACHMENT No [1] - Council Plan 2021-2025 - Half Yearly Performance Report**

**COUNCIL PLAN 2021-2025 - HALF YEARLY PERFORMANCE**  
04/02/2022



**MOIRA SHIRE COUNCIL PLAN 2021-2025 PLAN**  
**A WELCOMING AND INCLUSIVE PLACE**

Goal	Start Date	Due Date	Update
<p><b>1.01 We celebrate the communities achievements and diversity</b></p> <p>→ Year '21-'22: 1.01 We celebrate the communities achievements and diversity</p>	01/07/2021	30/06/2025	<p>Council celebrates the communities, achievements and diversity by participating in a number of initiatives each year such as Australia Day Awards, Cultural Diversity Week, International Women's Day and Volunteer Week.</p> <p>Council has received the nominations for the 2022 Australia Day Awards and events have been scheduled throughout the shire. We are looking forward to the announcements for the shire wide awards and thank all those people who made a nomination and especially those who were nominated for their important contribution to the community.</p> <p>Council also offers assistance year round through the Achievers Award Assistance Program to recognise the dedication and efforts of members of our community through their ability or initiative, have been selected to participate in a leadership, sporting or cultural event or activity.</p>
<p><b>1.02 Our artistic, cultural programs and services will promote inclusiveness, social wellbeing and reflect the needs and values of their communities</b></p> <p>→ Year '21-'22: 1.02 Our artistic, cultural programs and services will promote inclusiveness social wellbeing and reflect the needs and values of their communities</p>	01/07/2021	30/06/2025	<p>Council continues to implement its Arts and Culture Strategy and work continues on the development of a Public Art Policy which will stimulate new art work in our public spaces.</p> <p>Despite the ongoing disruption caused by Covid-19, the Four Creative Hubs who operate within the Shire were able to make some significant achievements. These include members participating in a mentoring program and educational sessions and hosting a variety of activities and events. The formation of the Moira Creative Arts Hubs network has also been achieved and a community engagement activity to develop a brand for the network has been completed.</p>
<p><b>1.03 We will empower communities to craft their own vision of the future and support their efforts to be more resilient</b></p>	01/07/2021	30/06/2025	



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**COUNCIL PLAN 2021-2025 - HALF YEAR PERFORMANCE UPDATE (cont'd)**

**ATTACHMENT No [1] - Council Plan 2021-2025 - Half Yearly Performance Report**

Goal	Start Date	Due Date	Update
<p>↳ Year '21-22] 1.03 We will empower communities to craft their own vision of the future and support their efforts to be more resilient</p>	01/07/2021	30/06/2022	<p>During the reporting period, the Moira Shire Community Vision 2035 was developed through a participatory community engagement which included facilitated workshops involving a diverse and representative group of community members. The Moira 2035 Community Vision is "in 2035 the Moira Shire is a connected, healthy, educated and inclusive community of towns, businesses and natural spaces. We have a sustainable lifestyle which enables business opportunities and celebrates our heritage, embracing our future as a community in which to live, visit and stay. Our economy is supported by a progressive, consultative, accountable, transparent and responsive Council with a 'can-do attitude'".</p> <p>Council continues to support local communities to develop their community plan, with a Community Plan for the Wunghnu &amp; District community completed and launched during the reporting period.</p>
<p><b>1.04 We value and respect the culture of our traditional owners. : 100</b></p> <p>↳ Year '21-22] 1.04 We value and respect the culture of our traditional owners.</p>	30/06/2021 01/07/2021	30/06/2022	<p>Council participates in a range of initiatives such as NAIDOC week and Reconciliation Week. Council was proud to attend the Yorta Yorta Open Day in July and to display the NAIDOC banner on Council electronic communications during NAIDOC week.</p> <p>Council staff were also involved in the Goulburn Murray Regional Prosperity Plan and attended its launch during the reporting period. The vision of the plan is to generate a thriving and sustainable First Nations economy for the Goulburn Valley region.</p>
<p><b>1.05 We will value and recognise the history and heritage of our towns and buildings:</b></p> <p>↳ Year '21-22] 1.05 We will value and recognise the history and heritage of our towns and buildings</p>	01/07/2021	01/06/2025	<p>No update in this reporting period.</p>
<p><b>1.06 Recreation, sports facilities, programs and services respond to our diverse and emerging community needs: 100</b></p> <p>↳ Year '21-22] 1.06 Recreation sports facilities programs and services respond to our diverse and emerging community needs</p>	01/07/2021 01/07/2021	30/06/2022 30/06/2025	<p>Council continues to implement the actions from its Recreation Strategy 2016-2026.</p> <p>Significant work to evaluate both infrastructure and user requirements for recreational assets continues to occur. Recent highlights include the completion of the Recreational Reserves Lighting Review and Cricket Strategy. The Victoria Park Master Plan and community consultation regarding the Yarrawonga Splash park are also well underway.</p> <p>Development of a Hard Surfaces Strategy will commence shortly.</p> <p>Council has completed a number of projects during the reporting period, including:</p> <ul style="list-style-type: none"> <li>Federation Park Cobram Playground Installation</li> <li>Apex Park Numurkah Playground Upgrade</li> <li>Numurkah Skatepark Extension</li> <li>Tungamah Recreation Reserve Changerooms</li> <li>Wunghnu Recreation Reserve Pavillion upgrade</li> <li>Yarrawonga to Burruminee Cycling walking trail</li> <li>Demolition of the Yarrawonga Community Hall in preparation for the construction of the new Yarrawonga Library, Events and Performance Precinct</li> </ul>
<p><b>1.07 We promote the health and well being of our communities</b></p>	01/07/2021	30/06/2025	

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**COUNCIL PLAN 2021-2025 - HALF YEAR PERFORMANCE UPDATE (cont'd)**

**ATTACHMENT No [1] - Council Plan 2021-2025 - Half Yearly Performance Report**

Goal	Start Date	Due Date	Update
<p>↳ Year '21-22] 1.07 We promote the health and well being of our communities</p>	01/07/2021	30/06/2022	<p>A new Wellbeing for All Ages Strategy and action plan was endorsed at the October 2021 Council meeting. This document provides the strategic oversight of public health and wellbeing across Moira Shire. These documents are prepared and delivered in partnership with the key stakeholders in the region.</p> <p>Council also continues to deliver a range of programs to the community including Maternal and Child Health and Immunisation Services, Environmental Health services, Mosquito Monitoring and Syringe Disposal programs and provides assistance to a range of partner agencies including Community Houses, MHA Care, and Moira Foodshare. Council also provides support to our youth communities by delivering the Live4Life program across our schools and Teen Mental Health First Aid training courses.</p>
<p><b>1.08 Gender equality is embedded in Council policy and decision making</b></p> <p>↳ Year '21-22] 1.08 Gender equality is embedded in Council policy and decision making</p>	01/07/2021	30/06/2022	<p>Council is actively implementing the requirements of the <i>Gender Equality Act 2020</i> throughout the organisation, including partnering with Goulburn Womens Health North East on various aspects of this work. As part of implementation of the Act, a workplace gender audit has been completed during the reporting period.</p> <p>In addition Council is a proud partner in the YourGround research project. This Monash University led citizen science project allows people to record (or access) information about the safety of public spaces. This information can be used by Council to address areas of concern.</p> <p>During November 2021, Council also participated in the 16 Days of Activism Against Gender Based Violence campaign through conducting a variety of activities.</p>

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**COUNCIL PLAN 2021-2025 - HALF YEAR PERFORMANCE UPDATE (cont'd)**

**ATTACHMENT No [1] - Council Plan 2021-2025 - Half Yearly Performance Report**

**A DIVERSE AND DYNAMIC ECONOMY**

Goal	Start Date	Due Date	Update
<p><b>2.01 We support new and existing businesses to grow and prosper. 100%</b></p> <p>↳ Year '21-'22/2.01 We support new and existing businesses to grow and prosper</p>	01/07/2021 01/07/2021	30/06/2025 30/06/2022	<p>Council continues to implement its Economic Development Strategy. Council has recently delivered a range of business training and mentoring programs. They were:</p> <ul style="list-style-type: none"> <li>• a Small Business Mentoring Service</li> <li>• Nuts and Bolts Mentoring Service; and</li> <li>• Social Media Workshops.</li> </ul> <p>These three programs were very successful and beneficial for the businesses who participated.</p> <p>The State Governments \$250,000 outdoor activation grant has enabled Council to provide 20 businesses across the shire with outdoor dining furniture (tables and chairs). An additional round of State funding will allow a further 12 outdoor locations to be activated by a combination of additional furniture and other activation items including artworks.</p>
<p><b>2.02 We identify and provide shovel ready projects in order to respond promptly to funding opportunities</b></p> <p>↳ Year '21-'22/2.02 We identify and provide shovel ready projects in order to respond promptly to funding opportunities</p>	01/07/2021 01/07/2021	30/06/2025 30/06/2022	<p>Council has completed many master plans and continues to develop more for significant sites across the shire. These masterplans, along with Community Plans, identify priority projects and allow Council to quickly respond to funding opportunities.</p> <p>Council has a Project Management Framework that requires new projects to be considered through a 'concept assessment' then a comprehensive 'Business case'. This robust process ensures that all projects are properly defined and scoped which again enables Council to quickly respond to funding opportunities.</p>
<p><b>2.03 We develop and promote year-round tourism products, services and destinations</b></p> <p>↳ Year '21-'22/2.03 We develop and promote year-round tourism products, services and destinations</p>	01/07/2021 01/07/2021	30/06/2025 30/06/2022	<p>The Murray Farm Gate Trail guide has been refreshed and a number of new businesses have been included.</p> <p>Renovation of the former Cobram Visitor Information Centre building has been completed and lease negotiations to activate the building and the Cobram Piazza will be concluded in early 2022.</p> <p>Councils Mobile Visitor Information Centre has been operating successfully over the holiday period within Covid limitations achieving a record 18 days in December, attending local attractions and events, including the Mulwala Water Ski Show in collaboration with Federation Council. The Mobile VIC engaged 376 visitors in total, with an average of 20 people per day.</p> <p>The Barmah Forest Heritage and Education Centre was operational for 30 days in December and engaged 308 visitors in total, with an average of 10 visitors per day.</p> <p>There are now 19 Visitor Information Points across the shire, and the Tourism Team is currently reviewing other potential locations for VIPs across the shire.</p>

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**COUNCIL PLAN 2021-2025 - HALF YEAR PERFORMANCE UPDATE (cont'd)**

**ATTACHMENT No [1] - Council Plan 2021-2025 - Half Yearly Performance Report**

Goal	Start Date	Due Date	Update
<p><b>2.04 We advocate for the provision of essential infrastructure including energy supply, digital connectivity and transport services</b></p> <p>→ Year '21-22:2.04 We advocate for the provision of essential infrastructure including energy supply, digital connectivity and transport services</p>	01/07/2021	30/06/2025	
<p><b>2.05 We plan for sustainable development and growth which balances economic, environmental and social considerations</b></p> <p>→ Year '21-22:2.05 We plan for sustainable development and growth which balances economic, environmental and social considerations</p>	01/07/2021	30/06/2022	<p>Council continues to work with developers and infrastructure providers and advocate for the needs of the Mitora Shire region. Recently attention has been on the Goulburn Valley Highway Growth Corridor and undertaking a review of digital connectivity across the shire.</p> <p>The Burramine to Yarrawonga cycling walking trail was officially opened on the 15 December 2021, just in time for the Christmas break and tourism season.</p>

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**COUNCIL PLAN 2021-2025 - HALF YEAR PERFORMANCE UPDATE (cont'd)**

**ATTACHMENT No [1] - Council Plan 2021-2025 - Half Yearly Performance Report**

**A CLEAN GREEN ENVIRONMENT**

Goal	Start Date	Due Date	Update
<p><b>3.01 We protect and advocate for our environment to sustain biodiversity and enhance riverine landscapes.: 100</b></p> <p>↳ Year '21-22:3.01 We protect and advocate for our environment to sustain biodiversity and enhance riverine landscapes.</p>	01/07/2021	30/06/2025	<p>Environmental Sustainability features have been included in the Council Plan and Municipal Health and Wellbeing Plan.</p> <p>Native vegetation regulations continue to be enforced through auditing of the planning permit process</p> <p>Tree planting days held across planting season to increase green spaces across the municipality, where possible and within the COVID restrictions at any one point in time, this was done in partnership with the community.</p>
<p><b>3.04 We reduce waste to landfill with effective recycling and organic waste diversion systems</b></p> <p>↳ Year '21-22:3.04 We reduce waste to landfill with effective recycling and organic waste diversion systems</p>	01/07/2021	30/06/2025	<p>Council continues to provide information to the community about recycling with a view to improve reuse of valuable materials and reduce waste to landfill.</p> <p>Recycling stations are available for the community to use at each major township. These include acceptance of five additional materials that cannot be recycled through kerbside recycling.</p>
<p><b>3.05 We will adapt and advocate for climate change and identify and respond to environmental challenges.</b></p> <p>↳ Year '21-22:3.05 We will adapt and advocate for climate change and identify and respond to environmental challenges</p>	01/07/2021	01/07/2025	<p>Actions in the Corporate Emissions Reduction Plan continue to be implemented.</p> <p>Significant reductions (72%) will result from Council recently signing up to the Victorian Energy Collaboration (VECO) to supply Council with 100% green power</p> <p>Council continues to install solar systems on our high electricity use buildings with the Numurkah Indoor pool being the current project.</p>
<p><b>3.06 Our natural and outdoor spaces will provide quality habitat for plants and animals as well as be places for people to enjoy.: 100%</b></p> <p>↳ Year '21-22:3.06 Our natural and outdoor spaces will provide quality habitat for plants and animals as well as be places for people to enjoy</p>	01/07/2021	30/06/2025	<p>During the reporting period, the Yarrawonga to Burrumbeina cycling walking trail project was completed and officially opened. The trail incorporates significant lengths of river side paths to be enjoyed by cyclists and walkers.</p> <p>A hydration station has been installed at Chinamans Island thanks to a donation from Yarrawonga Mulwala Rotary. Interpretive signage has also been installed at the Station Street Wetlands and environmental education days have been held there.</p> <p>Council continues to host School visits onsite at Schools to educate sustainability of our ecology. Tree planting days held in conjunction with Landcare groups across planting season.</p>
<p><b>3.07 We will work with floodplain management partners to improve the flood resilience of the catchment's people, infrastructure, land, water and biodiversity</b></p>	01/07/2021	30/06/2025	

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ITEM NO: 10.2.2

**COUNCIL PLAN 2021-2025 - HALF YEAR PERFORMANCE UPDATE (cont'd)**

**ATTACHMENT No [1] - Council Plan 2021-2025 - Half Yearly Performance Report**

Goal	Start Date	Due Date	Update
<p>↳ Year '21-22:3.07 We will work with floodplain management partners to improve the flood resilience of the catchment's people, infrastructure, land, water and biodiversity</p>	01/07/2021	30/06/2022	Council has recently signed a Memorandum of Understanding with Goulburn Broken Catchment Management Authority to improve the effectiveness and efficiency of how the two organisations work together for the benefit of the region.
<p><b>3.02 We will be an environmentally sustainable organisation</b></p> <p>↳ Year '21-22:3.02 We will be an environmentally sustainable organisation</p>	01/07/2021	30/06/2025	Councils Environmental Sustainability Strategy 2017 - 2021 is now complete and an achievements report is currently being finalised. Preparation of the new strategy is well underway and is expected to be completed this financial year. This strategy will consider in detail Councils own organisational sustainability. Council continues with rollout of solar systems on our high electricity use buildings with the Numurkah indoor pool being the current project.
<p><b>3.03 We will achieve excellence and best practice in waste management</b></p> <p>↳ Year '21-22:3.03 We will achieve excellence and best practice in waste management</p>	01/07/2021	30/06/2022	Council continues to implement the actions from its Waste Management and Services Strategy. Planning for the introduction of the State Governments Circular Economy Policy is well underway and Council has completed its transition plan.

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**COUNCIL PLAN 2021-2025 - HALF YEAR PERFORMANCE UPDATE (cont'd)**

**ATTACHMENT No [1] - Council Plan 2021-2025 - Half Yearly Performance Report**

**CUSTOMER FOCUSED AND RESPONSIVE**

Goal	Start Date	Due Date	Update
<p><b>4.01 The customer will be at the centre of Council's focus: 100%</b>                      ↳ Year '21-22/4.01 The customer will be at the centre of Council's focus</p>	01/07/2021	30/06/2025	<p>Council participates in the Victorian Government commissioned Community Satisfaction Survey annually. The next survey is due to be undertaken in early 2022. The results of the survey will identify areas in which Council may need to improve its services.</p> <p>During the reporting period, Council adopted a new Complaints Handling Policy and Procedure which complies with the requirements of the <i>Local Government Act 2020</i> and the Victoria Ombudsman's Guidelines. The policy will ensure that customers can raise complaints easily and with confidence to Council, while also assisting Council to identify areas of service which that may need improvement.</p>
<p><b>4.02 Our systems, processes and use of technology will support efficient and secure business operations.</b>                      ↳ Year '21-22/4.02 Our systems processes and use of technology will support efficient and secure business operations</p>	01/07/2021	30/06/2022	<p>During the reporting period, Council rolled out a new combined internal intranet and knowledge database across the organisation which will enable the Customer experience officers to be better resourced to respond to customers more efficiently.</p>
<p><b>4.03 Our service standards and service delivery models will be of a high standard and meet community needs</b>                      ↳ Year '21-22/4.03 Our service standards and service delivery models will be of a high standard and meet community needs</p>	01/07/2021	30/06/2025	<p>A comprehensive Service review system is being developed for launching later this year. COVID has seen some delays in reviewing services and is waiting for many of these to return to full operation before assessing.</p>
<p><b>4.04 We support, appreciate and acknowledge the contribution made by volunteers</b>                      ↳ Year '21-22/4.04 We support appreciate and acknowledge the contribution made by volunteers</p>	01/07/2021	01/07/2022	<p>Council is committed to recognising the contribution and service of Moira Shire Council Volunteers through its Volunteer Recognition Policy. Recognition of Moira Shire Council volunteers occurs through the Australia Day Awards and National Volunteer Week each year.</p>
<p><b>4.05 We will be ready to activate, respond and assist in emergency management</b>                      ↳ Year '21-22/4.05 We will be ready to activate respond and assist in emergency management</p>	01/07/2021	30/06/2022	<p>Council is actively participating in the COVID 19 response and relief effort. This includes attending Hume Region meetings and standing up the Municipal Emergency Management Planning Committee - Pandemic Sub Committee.</p> <p>Council is also working closely with key partners in particular Victoria Police and Department of Health &amp; Human Services and the local Health Services - NCN Health and Yarrawonga District Health Service.</p>
<p><b>4.06 To provide, renew and maintain a diverse network of assets that are safe, efficient and accessible</b></p>	01/07/2021	30/06/2025	

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**COUNCIL PLAN 2021-2025 - HALF YEAR PERFORMANCE UPDATE (cont'd)**

**ATTACHMENT No [1] - Council Plan 2021-2025 - Half Yearly Performance Report**

Goal	Start Date	Due Date	Update
<p>↳ Year '21-'22:4.06 To provide renew and maintain a diverse network of assets that are safe efficient and accessible</p>	<p>01/07/2021</p>	<p>30/06/2022</p>	<p>An Asset Plan and Asset Management Plan are currently under development and expected to be completed by 30 June 2022 in accordance with the <i>Local Government Act 2020</i>.</p> <p>The 2021/22 Capital works program being implemented for renewal and upgrade of our assets. In addition to the projects listed in 1.06, other projects completed during the reporting period include:</p> <ul style="list-style-type: none"> <li>• River Road Yarrawonga kerb &amp; channel and drainage works upgrade</li> <li>• Yarrawonga Yacht Club Car Park upgrade</li> <li>• Botts Road drainage upgrade (section north of the Murray Valley Highway)</li> <li>• Wrights Bridge replacement Broken Creek, Barmah</li> <li>• Melville Street Numurkah Footpath upgrade (between Quinn Street and Saxton Street)</li> <li>• Gemmell Street Cobram Drainage Rising Main Upgrade</li> <li>• Cobram Civic Centre Car Park Extension</li> </ul> <p>The Road Management Plan has been suspended under its force majeure clause since August 2021 due to the COVID - 19 Pandemic and the restrictions which were imposed by the State Government. Unfortunately Council cannot currently guarantee meeting the RMP's timelines for inspection and repairs due to potential material and staff shortages. The Omicron variant of COVID-19 has forced the Road Management Plan to remain in suspension due to some staff in isolation and materials supply shortages.</p>



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**COUNCIL PLAN 2021-2025 - HALF YEAR PERFORMANCE UPDATE (cont'd)**

**ATTACHMENT No [1] - Council Plan 2021-2025 - Half Yearly Performance Report**

**TRANSPARENT AND ACCOUNTABLE GOVERNANCE**

Goal	Start Date	Due Date	Update
<p><b>5.01 Our decisions will be evidence based, financially viable and for the longer term.</b></p> <p>↳ Year '21-22: 5.01 Our decisions will be evidence based, financially viable and for the longer term</p>	01/07/2021	30/06/2025	<p>A comprehensive Long Term Financial Plan has been adopted. In October 2021, Council adopted a new Procurement Policy which has been developed in accordance with the <i>Local Government Act 2020</i> and will ensure Councils Procurement decisions provide value for money, innovation and continuous improvement.</p> <p>A new Special Rates and Charges Policy has also been adopted by Council during the reporting period which will assist Council in implementing and administering special rates and special charges schemes for the funding the construction of new infrastructure or joint services, such as construction of kerb and channel, footpaths or marketing programs, where Council may not be able to fully fund itself.</p>
<p><b>5.02 We will communicate effectively, Council's role, capacity and achievements: 100</b></p> <p>↳ Year '21-22: 5.02 We will communicate effectively, Council's role, capacity and achievements</p>	30/06/2021	30/06/2025	<p>Communication with the community is extensive and we operate a number of channels to engage with our community. Our Community Newsletter is now a monthly edition and has almost 700 subscribers as well as regular hits on our website.</p> <p>Council's main Facebook page is approaching 6,000 followers with at least two posts per day published. Our other social media channels, including our Instagram page, Moira Youth FB page, Business in Moira FB page and Moira Youth Instagram page are all steadily growing and we post targeted newsworthy articles on these sites. We also have launched a YouTube channel where all our videos are held and this is updated regularly.</p> <p>Council prepares an Annual Report in accordance with the <i>Local Government Act 2020</i> which details information about Councils role and achievements during each financial year. Our Annual report is available on Councils website and at our Customer Service Centres.</p>
<p><b>5.03 We responsibly manage our business, health and safety risks.: 100%</b></p> <p>↳ Year '21-22: 5.03 We responsibly manage our business health and safety risks</p>	01/07/2021	30/06/2022	<p>Councils Audit and Risk Committee met 3 times during the reporting period (in July, September and October 2021).</p> <p>During the reporting period, Internal Audits were conducted for the following business functions:</p> <ul style="list-style-type: none"> <li>Grant Management</li> <li>Strategic and Service Level Planning</li> </ul> <p>The status of Councils Fraud and Risk Register is reported to the Audit and Risk Committee Quarterly and WHS reports have been submitted to the Audit and Risk Committee for review. Our health and safety risks are managed by an effective and efficient health and safety system, including policies, procedures and frameworks which are continuously being reviewed and improved.</p>
<p><b>5.04 We provide a safe, productive and supportive workspace to foster ingenuity, diversity and enthusiasm in our staff and councillors: 100%</b></p>	01/07/2021	30/06/2025	

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**COUNCIL PLAN 2021-2025 - HALF YEAR PERFORMANCE UPDATE (cont'd)**

**ATTACHMENT No [1] - Council Plan 2021-2025 - Half Yearly Performance Report**

Goal	Start Date	Due Date	Update
<p>↳ Year '21-22: 5.04 We provide a safe productive and supportive workspace to foster ingenuity diversity and enthusiasm in our staff and councillors</p>	01/07/2021	30/06/2022	<p>During the reporting period, a Workforce Plan was developed in compliance with the <i>Local Government Act 2020</i>. In accordance with the act, the Workforce Plan, describes the organisational structure of the Council, specifies the projected staffing requirements for a period of at least 4 years and sets out measures to seek to ensure gender equality, diversity and inclusiveness.</p> <p>We continue to build a strong productive and supportive workspace, to ensure our staff and councillors are able to fulfil their roles. Strong HR policies and procedures, as well as committees support this.</p>
<p><b>5.05 We will be transparent, inclusive, responsive and accessible when engaging with the community</b></p> <p>↳ Year '21-22: 5.05 We will be transparent, inclusive, responsive and accessible when engaging with the community</p>	01/07/2021	30/06/2025	<p>Council has made a commitment in its Community Engagement Policy to provide opportunities for the community to be included and influence decisions, policies and plans of Council.</p> <p>During the reporting period Council has engaged with the community (and key stakeholders) in many consultation opportunities including:</p> <ul style="list-style-type: none"> <li>• Community Budget Consultation ideas for the 2022/23 Budget</li> <li>• Development of the Wellbeing for All Ages Strategy</li> <li>• Off Leash Dog Areas Survey</li> <li>• Yarrowonga Showgrounds/ Victoria Park Master Planning Survey</li> <li>• Special Rates and Charges Policy Review</li> <li>• Development of the Community Vision</li> <li>• Development of the Domestic Animal Management Plan</li> </ul>
<p><b>5.06 We will strive to provide a safe, compliant and well planned built environment based on a sound strategic platform</b></p> <p>↳ Year '21-22: 5.06 We will strive to provide a safe compliant and well planned built environment based on a sound strategic platform</p>	01/07/2021	30/06/2025	<p>Council continue to manage a substantially increased workload and issuing of permits during covid</p>
<p><b>5.07 We will support a safe and liveable community through the enforcement of local and state government regulations</b></p>	01/07/2021	30/06/2025	

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**COUNCIL PLAN 2021-2025 - HALF YEAR PERFORMANCE UPDATE (cont'd)**

**ATTACHMENT No [1] - Council Plan 2021-2025 - Half Yearly Performance Report**

Goal	Start Date	Due Date	Update
<p>↳ Year '21-22: 5.07 We will support a safe and liveable community through the enforcement of local and state government regulations</p>	01/07/2021	30/06/2022	<p>Council is committed compliance with local and state government regulations.</p> <p>As reported in our Local Government Performance Reporting Framework data, Council's Environmental Health services continue to provide a strong commitment to food safety and ensuring compliance with the <i>Food Act 1984</i>, being on track to inspect 100% of all food premises over the 12 month period.</p> <p>During the reporting period Council, endorsed a new Domestic Animal Management Plan which was prepared in accordance with the <i>Domestic Animals Act 1994</i>.</p> <p>As detailed in section 1.08, Council also continues its work on implementation of the requirements of the <i>Gender Equality Act 2020</i> across the organisation and its programs, policies and services.</p> <p>Council has also adopted the following policies and plans part of Stage 4 of implementation of the Local Government Act 2020:</p> <ul style="list-style-type: none"> <li>• Complaint Handling Policy</li> <li>• Procurement Policy</li> <li>• Workforce Plan</li> </ul>

FILE NO: F13/3135  
5. TRANSPARENT AND ACCOUNTABLE  
GOVERNANCE

ITEM NO: 10.2.3  
(SENIOR GOVERNANCE OFFICER,  
MARGARET HINCK)  
(ACTING GENERAL MANAGER  
CORPORATE, DOYLE, BRANT)

## LOCAL GOVERNMENT PERFORMANCE REPORTING FRAMEWORK - 2021/22 HALF YEARLY REPORT

### RECOMMENDATION

That Council note the progress towards the Local Government Performance Reporting Framework for the first six months of 2021/22.

### 1. Executive Summary

Council's Performance Reporting Framework comprises of 58 indicators measuring financial and non-financial performance and is based on the Local Government Performance Reporting Framework (LGPRF) and the Governance and Management Checklist.

The report has been prepared in accordance with Moira Shire's Performance Reporting Policy and Performance Reporting Framework and fulfils Council's reporting statutory and policy obligations.

### 2. Background and Options

Council is required to prepare and publish a half yearly report detailing performance against Council's Performance Reporting Framework that includes the Local Government Performance Reporting Indicators.

Council's full year report is published in the Annual Report and via the [Know Your Council](#) website. While the full year report is audited, the half yearly report is not audited but provides an opportunity to review processes and performance.

### Report highlights

- Number of visits to our aquatic facilities has remained low, this has been attributed to the continuing impacts of COVID. The Numurkah Indoor facility was subject to a number of lockdowns and our outdoor pools; which opened in December, were impacted by staff shortages and isolation rules.
- Council introduced changes in 2020/21 to the reporting process to capture a more accurate timeline of Animal Management requests being actioned. Further process improvement in this report period has led to a 26% improvement in the time taken to respond to the request.
- Council continues a strong focus of reuniting pets with their owners and educating the community regarding pet ownership. It also has a proactive media campaign that promotes rehoming of suitable pets with a new forever home.
- Moira Shire Environmental Health services continue to provide a strong customer focus
  - Same day response taken to action food complaints received
  - Follow up visits on all critical and major non-compliance outcomes have been completed
  - On track to inspecting 100% of food premises over the 12 month period.

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**LOCAL GOVERNMENT PERFORMANCE REPORTING FRAMEWORK - 2021/22  
HALF YEARLY REPORT (cont'd)**

Comparison data on the Know Your Council website show Moira Shire Council leading the way in a number of food safety performance indicators.

- Providing a greater transparency in Councils decision making, 1.52% of council's decision were determined in the closed meeting of council in this report period, compared to 8.14% for 2019/20. Process improvements allow most tenders and contractual matters and the Audit & Risk Committee meetings to be determined in meetings open to the public.
- Participation rates for the number of children who attended Maternal and Child Health services showed a decline in the six-month report to December 2021. Although the data is still within the expected range, Council staff continue to monitor participation rates. Full year reporting shows a more accurate representation of participation.
- Key Age and Stage Assessments visits continue to remain consistent. Moira's Maternal and Child Health service actively monitor these visits.
- Excellent rates of recycling and organic waste being diverted from landfill continue to be achieved by Moira Shire residents with the total of proportion of diverted waste continuing to rise since 2019. Comparison data from Know Your Council show Moira Shire Council leading the way in this indicator.

### **3. Financial Implications**

There are no financial implications associated with this report.

### **4. Risk Management**

Regular reporting enables Councils to monitor progress against the Council Plan objectives and other performance indicators.

### **5. Internal Consultation**

Consultation was conducted internally with officers responsible for managing the data, Managers and Senior Managers.

### **6. Regional Context**

There are no regional issues to consider with this report.

### **7. Council Plan Strategy**

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

### **8. Legislative / Policy Implications**

Complies with the Local Government Act, Reporting Regulations and Council Policy.

### **9. Environmental Impact**

There are no environmental sustainability issues to be considered with this report.

### **10. Conflict of Interest Considerations**

There are no council officers conflicts associated with the preparation of this report.

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**LOCAL GOVERNMENT PERFORMANCE REPORTING FRAMEWORK - 2021/22  
HALF YEARLY REPORT (cont'd)**

**11. Conclusion**

This report fulfills Council's requirement for half yearly reporting in accordance with Moira Shire Local Government Performance Reporting Framework. The report presents changes and highlights that have occurred in the first 6 months of the 2021/22 reporting period.

It is recommended that Council note this half yearly progression of this report.

**Attachments**

- 1 LGPRF December 2021 - Six monthly report

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**LOCAL GOVERNMENT PERFORMANCE REPORTING FRAMEWORK -  
2021/22 HALF YEARLY REPORT (cont'd)**

**ATTACHMENT No [1] - LGPRF December 2021 - Six monthly report**

**LGPRF - Six Monthly Report to 31 December 2021**



LGPRF Indicator	Performance Measure	2019	2020	2021	July to Dec 2021	Comments
<b>Indicator - Service Performance</b>						
<b>Aquatic Facilities</b>						
To provide safe, accessible and well utilised facilities						
AF2	Health inspections of aquatic facilities <i>[Number of authorised officer inspections of council aquatic facilities / Number of council aquatic facilities]</i>	1.00	1.14	0.86	0.29	The summer season for outdoor aquatic facilities In Moira Shire commenced beginning in December. Two aquatic facilities have been inspected during this report period. Further aquatic facilities inspections are scheduled to occur prior to July 2022.
AF6	Utilisation of aquatic facilities <i>[Number of visits to aquatic facilities / Municipal population]</i>	3.01	2.99	1.34	0.54	Indoor aquatic facility was subject to various lockdowns and restrictions between July and October 2021, significantly impacting operations. Outdoor pools in December impacted by mandatory COVID isolation rules and staffing shortages.
AF7	Cost of aquatic facilities <i>[Direct cost of aquatic facilities less income received / Number of visits to aquatic facilities]</i>	New in 2020	\$11.70	\$17.08	\$19.33	Indoor aquatic facility was subject to various lockdowns and restrictions between July and October 2021, significantly impacting operations. Outdoor pools in December impacted by mandatory COVID isolation rules and staffing shortages.
<b>Animal Management</b>						
To protect the health and safety of animals, humans and the environment						
AM1	Time taken to action animal management requests <i>[Number of days between receipt and first response action for all animal management requests / Number of animal management requests]</i>	1.00	1.01	3.38	2.47	A change in the reporting process implemented in 2020/21 provided a more accurate account of the time taken to action request. Further process improvements introduced in this report period has led to a 26% reduction in the response time to respond to customer animal requests.
AM2	Animals reclaimed <i>[Number of animals reclaimed / Number of animals collected]</i>	24.12%	30.37%	29.52%	31.29%	This has been consistent with the previous year's data. Council continues a strong focus of reuniting pets with their owners and educating the community regarding pet ownership.

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**LOCAL GOVERNMENT PERFORMANCE REPORTING FRAMEWORK -  
2021/22 HALF YEARLY REPORT (cont'd)**

**ATTACHMENT No [1] - LGPRF December 2021 - Six monthly report**

**LGPRF - Six Monthly Report to 31 December 2021**



LGPRF Indicator	Performance Measure	2019	2020	2021	July to Dec 2021	Comments
<b>Animal Management cont'd</b>						
To protect the health and safety of animals, humans and the environment						
AM5	Animals rehomed <i>[Number of animals rehomed/Number of animals collected] x 100</i>	New in 2020	49.74%	33.84%	38.04%	Council has a proactive media campaign that promotes rehoming of suitable pets with their new forever home through Council's Pet Adoption Program or Foster Care Program. All unclaimed animals are assessed for being suitable for rehoming.
AM6	Cost of animal management service per population <i>[Direct cost of animal management service/Population]</i>	New in 2020	\$11.23	\$11.49	\$5.51	This result is for the 6-month reporting period. Full year reporting will show a more accurate representation of cost.
AM7	Animal management prosecutions <i>[Number of successful animal management prosecutions/Number of animal management prosecutions] x 100</i>	New in 2020	100.00%	0.00%	0.00%	No prosecutions occurred in this reporting period.
<b>Food Safety</b>						
To protect public health by preventing the sale of unsafe food						
FS1	Time taken to action food complaints <i>[Number of days between receipt and first response action for all food complaints / Number of food complaints]</i>	2.25	1.38	1.17	1	Council has continued its use of systems and mobile technology to enable timely responses to food complaint both from the office and in the field.
FS2	Food safety assessments <i>[Number of registered class 1 food premises and class 2 food premises that receive an annual food safety assessment in accordance with the Food Act 1984 / Number of registered class 1 food premises and class 2 food premises that require an annual food safety assessment in accordance with the Food Act 1984] x100</i>	106.39%	117.33%	103.70%	100.00%	This figure represents the percentage of premises inspected over the 6 month period. It shows that Council is on-track to inspecting 100% of premises over a 12 month period.



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**LOCAL GOVERNMENT PERFORMANCE REPORTING FRAMEWORK -  
2021/22 HALF YEARLY REPORT (cont'd)**

**ATTACHMENT No [1] - LGPRF December 2021 - Six monthly report**

**LGPRF - Six Monthly Report to 31 December 2021**



LGPRF Indicator	Performance Measure	2019	2020	2021	July to Dec 2021	Comments
<b>Food Safety cont'd</b>						
To protect public health by preventing the sale of unsafe food						
FS3	Cost of food safety service <i>[Direct cost of the food safety service / Number of food premises registered or notified in accordance with the Food Act 1984]</i>	\$482.06	\$443.90	\$435.27	\$199.22	This result is for the 6-month reporting period.  The number of food premises registrations and notifications has increased while the budget allocated for food safety service has remained the same. Therefore, the cost of food safety service per premises has decreased.
FS4	Critical and major non-compliance outcome notifications <i>[Number of critical non-compliance outcome notifications and major non-compliance notifications about a food premises followed up / Number of critical non-compliance outcome notifications and major non-compliance notifications about a food premises] x100</i>	100.00%	100.00%	100.00%	100.00%	Moirá Shire Environmental Health services continue to provide a strong commitment to food safety.
<b>Governance</b>						
To make and implement decisions in the best interests of the community						
G1	Council decisions made at meetings closed to the public <i>[Number of council resolutions made at ordinary or special meetings of council, or at meetings of a special committee consisting only of councillors, closed to the public / Number of council resolutions made at ordinary or special meetings of council or at meetings of a special committee consisting only of councillors] x100</i>	8.14%	7.38%	7.69%	1.52%	Council continues to strive to be open and transparent in line with its Council Plan objective.  Council has reduced the number of confidential reports being presented at Council by 80% in the past 6 months providing greater transparency in decision making.
G2	Satisfaction with community consultation and engagement <i>[Community satisfaction rating out of 100 with councils performance on community consultation and engagement]</i>	53.00	53.00	55.00	N/A	Reported annually.

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**LOCAL GOVERNMENT PERFORMANCE REPORTING FRAMEWORK -  
2021/22 HALF YEARLY REPORT (cont'd)**

**ATTACHMENT No [1] - LGPRF December 2021 - Six monthly report**

**LGPRF - Six Monthly Report to 31 December 2021**



LGPRF Indicator	Performance Measure	2019	2020	2021	July to Dec 2021	Comments
<b>Governance cont'd</b>						
To make and implement decisions in the best interests of the community						
G3	Councillors attendance at Councils meetings  <i>[The sum of the number of councillors who attended each ordinary and special council meeting / (Number of ordinary and special council meetings) x (Number of councillors elected at the last council general election)] x100</i>	96.83%	90.74%	98.15%	95.24%	Councillor attendance remains high. The flexibility of Councillors being able to attend meetings remotely has attributed to this attendance rate.
G4	Cost of elected representation  [Direct cost of the governance service / Number of councillors elected at the last council general election]	\$41,403.44	\$40,190.89	\$37,520.56	\$18,037.78	This result is for the 6-month reporting period. Full year reporting will show a more accurate representation of cost.
G5	Satisfaction with Councils decisions  <i>[Community satisfaction rating out of 100 with how council has performed in making decisions in the interest of the community]</i>	49.00	50.00	54.00	N/A	Reported annually.
<b>Libraries</b>						
To provide free accessible and well utilised print and digital based resources						
LB1	Physical library collection usage  <i>[Number of physical library collection item loans / Number of library physical collection items]</i>	2.98	2.44	2.08	2.17	No material variation.
LB2	Recently purchased library collection  <i>[Number of library collection items purchased in the last 5 years / Number of library collection items] x100</i>	49.95%	51.31%	53.91%	55.99%	No material variation.
LB4	Active library borrowers in municipality  <i>[Number of active library borrowers in the last three years / The sum of the population for the last three years] x100</i>	15.71%	15.61%	14.72%	14.04%	No material variation.

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**LOCAL GOVERNMENT PERFORMANCE REPORTING FRAMEWORK -  
2021/22 HALF YEARLY REPORT (cont'd)**

**ATTACHMENT No [1] - LGPRF December 2021 - Six monthly report**



**LGPRF - Six Monthly Report to 31 December 2021**

LGPRF Indicator	Performance Measure	2019	2020	2021	July to Dec 2021	Comments
<b>Libraries cont'd</b>						
To provide free accessible and well utilised print and digital based resources						
LB5	Cost of library service per population <i>[Direct cost of the library service/Population]</i>	New in 2020	\$20.34	\$20.44	\$20.44	No material variation.
<b>Maternal and Child Health</b>						
To promote healthy outcomes for children in their families						
MC2	Infant enrolments in MCH service <i>[Number of infants enrolled in the MCH service (from birth notifications received) / Number of birth notifications received] x100</i>	101.85%	100.55%	101.25%	100.00%	No material variation
MC3	Cost of MCH service <i>[Cost of the MCH service / Hours worked by MCH nurses]</i>	\$93.35	\$85.97	\$100.64	\$96.15	No material variation
MC4	Participation in the MCH service <i>[Number of children who attend the MCH service at least once (in the year) / Number of children enrolled in the MCH service] x100</i>	80.61%	81.89%	83.18%	74.11%	This result is for the 6-month reporting period. Full year reporting will show a more accurate representation of participation.
MC5	Participation in MCH service by Aboriginal children <i>[Number of aboriginal children who attend the MCH service at least once (in the year) / Number of Aboriginal children enrolled in the MCH service] x100</i>	93.10%	94.81%	93.83%	81.43%	This result is for the 6-month reporting period. Full year reporting will show a more accurate representation of participation.
MC6	Participation in 4-week Key Age and Stage visit <i>[Number of 4-week key age and stage visits/ Number of birth notifications received] x 100</i>	New in 2020	98.62%	95.33%	100.55%	No material variation

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**LOCAL GOVERNMENT PERFORMANCE REPORTING FRAMEWORK -  
2021/22 HALF YEARLY REPORT (cont'd)**

**ATTACHMENT No [1] - LGPRF December 2021 - Six monthly report**

**LGPRF - Six Monthly Report to 31 December 2021**



LGPRF Indicator	Performance Measure	2019	2020	2021	July to Dec 2021	Comments
<b>Roads</b>						
To provide a sealed local road network that is safe and efficient						
R1	Sealed local road requests <i>[Number of sealed local road requests / Kilometres of sealed local roads] x100</i>	16.33	17.01	22.38	12.06	Reflects half year data. Results can vary depending on dry/wet weather conditions.
R2	Sealed local roads below the intervention level <i>[Number of kilometres of sealed local roads below the renewal intervention level set by council / Kilometres of sealed local roads] x100</i>	91.00%	94.65%	95.88%	N/A	Reported annually.
R3	Cost of sealed local road reconstruction <i>[Direct cost of sealed local road reconstruction / Square metres of sealed local roads reconstructed]</i>	\$75.44	\$50.64	\$30.69	N/A	Reported annually.
R4	Cost of sealed local road resealing <i>[Direct cost of sealed local road resealing / Square metres of sealed local roads resealed]</i>	\$4.26	\$4.46	\$5.07	N/A	Reported annually.
R5	Satisfaction with sealed local roads <i>[Community satisfaction rating out of 100 with how council has performed on the condition of sealed local roads]</i>	49.00	51.00	52.00	N/A	Reported annually.
<b>Statutory Planning</b>						
To make planning application decisions which are consistent with the local planning scheme						
SP1	Time taken to decide planning applications <i>[The median number of days between receipt of a planning application and a decision on the application]</i>	57.00	56.00	58.00	63.00	A small increase in time mainly due to the amount of applications, other associated works and staff resources.

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**LOCAL GOVERNMENT PERFORMANCE REPORTING FRAMEWORK -  
2021/22 HALF YEARLY REPORT (cont'd)**

**ATTACHMENT No [1] - LGPRF December 2021 - Six monthly report**

**LGPRF - Six Monthly Report to 31 December 2021**



LGPRF Indicator	Performance Measure	2019	2020	2021	July to Dec 2021	Comments
<b>Statutory Planning cont'd</b>						
To make planning application decisions which are consistent with the local planning scheme						
SP2	Planning applications decided within 60 days  <i>[Number of planning application decisions made within 60 days / Number of planning application decisions made] x100</i>	69.45%	64.23%	58.99%	54.39%	A small decrease due to the number of applications received and the reduction in staff processing hours.
SP3	Cost of statutory planning service  <i>[Direct cost of statutory planning service / Number of planning applications received]</i>	\$1,474.46	\$1,477.26	\$923.26	\$953.90	Decrease was due to an extremely high amount of planning applications received and an overall reduction in staff hours.
SP4	Planning decisions upheld at VCAT  <i>[Number of VCAT decisions that did not set aside Council's decision in relation to a planning application / Number of VCAT decisions in relation to planning applications] x100</i>	75.00%	100.00%	0.00%	100.00%	One VCAT decision occurred in this report period. Issue was sorted at mediation with consent orders issued.
<b>Waste Collection</b>						
To maximise the amount of kerbside waste diverted from landfill						
WC1	Kerbside bin collection requests  <i>[Number of kerbside garbage and recycling bin collection requests / Number of kerbside bin collection households] x1,000</i>	19.28	36.04	35.82	24.52	This result is for the 6-month reporting period. Full year reporting will show a more accurate representation of requests.
WC2	Kerbside collection bins missed  <i>[Number of kerbside garbage and recycling bin collection requests / Number of kerbside bin collection households] x1,000</i>	0.55	1.14	1.02	0.66	This result is for the 6-month reporting period. Full year reporting will show a more accurate representation of bins missed.
WC3	Cost of kerbside garbage bin collection service  <i>[Direct cost of the kerbside garbage bin collection service / Number of kerbside collection bins]</i>	\$128.08	\$128.71	\$144.84	\$74.77	This result is for the 6-month reporting period. Costs are in line with previous years data. Full year reporting will show a more accurate representation of costs.

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**LOCAL GOVERNMENT PERFORMANCE REPORTING FRAMEWORK -  
2021/22 HALF YEARLY REPORT (cont'd)**

**ATTACHMENT No [1] - LGPRF December 2021 - Six monthly report**

**LGPRF - Six Monthly Report to 31 December 2021**



LGPRF Indicator	Performance Measure	2019	2020	2021	July to Dec 2021	Comments
<b>Waste Collection cont'd</b>						
To maximise the amount of kerbside waste diverted from landfill						
WC4	Cost of kerbside recyclables bin collection service  <i>[Direct cost of the kerbside recyclables bin collection service / Number of kerbside recyclables collection bins]</i>	\$58.35	\$57.48	\$70.20	\$34.92	This result is for the 6-month reporting period. Costs are in line with previous years data. Full year reporting will show a more accurate representation of costs.
WC5	Kerbside collection waste diverted from landfill  <i>[Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins] x100</i>	53.41%	54.64%	56.98%	57.43%	Moirá Shire residents continue to achieve increasing results of diverting recycling and organic waste from landfill.
<b>Indicator - Financial Performance</b>						
<b>Efficiency</b>						
Uses resources efficiently						
E2	Expenses per property assessment  <i>[Total expenses / Number of property assessments]</i>	\$3,196.56	\$3,368.75	\$3,288.41	\$3,452.53	No material variation.
E4	Average rate per property assessment  <i>[Total rate revenue/Number of property assessments]</i>	New in 2020	\$1,673.01	\$1,731.54	\$1,711.10	No material variation.
<b>Liquidity</b>						
Generate sufficient cash to pay bills on time						
L1	Current assets compared to current liabilities  <i>[Current assets / Current liabilities] x100</i>	333.69%	337.56%	259.88%	484.55%	Result includes anticipated increase in loans for Yarrawonga Library and Sports Stadium projects.
L2	Unrestricted cash compared to current liabilities  <i>[Unrestricted cash / Current liabilities] x100</i>	268.14%	265.77%	208.08%	141.59%	Result reflects the reduction in cash holdings as older capital projects are completed.

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**LOCAL GOVERNMENT PERFORMANCE REPORTING FRAMEWORK -  
2021/22 HALF YEARLY REPORT (cont'd)**

**ATTACHMENT No [1] - LGPRF December 2021 - Six monthly report**

**LGPRF - Six Monthly Report to 31 December 2021**



LGPRF Indicator	Performance Measure	2019	2020	2021	July to Dec 2021	Comments
<b>Obligations</b>						
Appropriate level of long term obligations						
O2	Loans and borrowings compared to rates <i>[Interest and principal repayments on interest bearing loans and borrowings / Rate revenue] x100</i>	6.73%	3.93%	2.23%	23.96%	Result includes anticipated increase in loans for Yarrowonga Library and Sports Stadium projects.
O3	Loans and borrowings repayments compared to rates <i>[Interest and principal repayments on interest bearing loans and borrowings / Rate revenue] x100</i>	3.73%	2.88%	1.80%	4.28%	Result includes anticipated increase in loans for Yarrowonga Library and Sports Stadium projects.
O4	Non-current liabilities compared to own source revenue <i>[Non-current liabilities / Own source revenue] x100</i>	29.91%	31.23%	30.30%	49.87%	Result includes anticipated increase in loans for Yarrowonga Library and Sports Stadium projects.
O5	Asset renewal and asset upgrade compared to depreciation <i>[Asset renewal and asset upgrade expense/Asset depreciation] x 100</i>	New in 2020	78.74%	100.48%	88.80%	2021 result contains a higher percentage of asset renewal and upgrade projects than normal.
<b>Operating position</b>						
General an adjusted underlying surplus						
OP1	Adjusted underlying surplus (or deficit) <i>[Adjusted underlying surplus (deficit)/ Adjusted underlying revenue] x100</i>	7.22%	1.92%	2.91%	4.48%	No material variation.
<b>Stability</b>						
Generate revenue from a range of sources						
S1	Rates compared to adjusted underlying revenue <i>[Rate revenue / Adjusted underlying revenue] x100</i>	60.01%	62.39%	65.02%	62.47%	No material variation.

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**LOCAL GOVERNMENT PERFORMANCE REPORTING FRAMEWORK -  
2021/22 HALF YEARLY REPORT (cont'd)**

**ATTACHMENT No [1] - LGPRF December 2021 - Six monthly report**

**LGPRF - Six Monthly Report to 31 December 2021**



LGPRF Indicator	Performance Measure	2019	2020	2021	July to Dec 2021	Comments
<b>Stability cont'd</b>						
Generate revenue from a range of sources						
S2	Rates compared to property values  <i>[Rate revenue / Capital improved value of rateable properties in the municipality ] x100</i>	0.60%	0.59%	0.58%	0.52%	No material variation.
Indicator – Sustainability Capacity						
<b>Sustainable Capacity</b>						
Meet the agreed service needs of the community						
C1	Expenses per head of municipal population  <i>[Total expenses / Municipal population]</i>	\$1,888.82	\$2,005.38	\$1,965.62	\$2,086.61	No material variation.
C2	Infrastructure per head of municipal population  <i>[Value of infrastructure / Municipal population]</i>	\$15,451.76	\$16,299.72	\$16,740.32	\$17,082.48	No material variation.
C3	Population density per length of road  <i>[Municipal population / Kilometres of local roads]</i>	8.15	8.20	8.21	8.21	No material variation.
C4	Own source revenue per head of municipal population  <i>[Own-source revenue / Municipal population]</i>	\$1,484.38	\$1,516.15	\$1,494.50	\$1,529.53	No material variation.
C5	Recurrent grants per head of municipal population  <i>[Recurrent grants / Municipal population]</i>	\$472.90	\$514.39	\$511.09	\$518.47	No material variation.
C6	Relative Socio-Economic Disadvantage  <i>[Index of Relative Socio-economic Disadvantage by decile]</i>	2.00	2.00	2.00	2.00	No material variation.
C7	Percentage of staff turnover  <i>[Number of permanent staff resignations and terminations/Average number of permanent staff for the financial year] x 100</i>	15.62%	12.95%	4.44%	6.61%	Result reflects lower staff turnover mainly due to COVID-19.



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**LOCAL GOVERNMENT PERFORMANCE REPORTING FRAMEWORK -  
2021/22 HALF YEARLY REPORT (cont'd)**

**ATTACHMENT No [1] - LGPRF December 2021 - Six monthly report**

**LGPRF - Six Monthly Report to 31 December 2021**



LGPRF Indicator	Performance Measure	2021	July to Dec 2021
Indicator – Governance and Management checklist			
Checklist Strong Governance and Management Frameworks			
1	Community engagement policy <i>(policy under section 55 of the Local Government Act 2020 outlining Council's commitment to engaging with the community on matters of public interest)</i>	Date of operation of current policy: 24 February 2021	No change
2	Community engagement guidelines <i>(guidelines to assist staff to determine when and how to engage with the community)</i>	The Community Engagement Policy provides guidance to staff on how and when to engage with its Community. The community Engagement Framework and further supporting documentation continues to be developed in line with the principles of the policy.	No change
3	Financial Plan <i>(plan under section 91 of the Local Government Act 2020 outlining the financial and non-financial resources required for at least the next 10 financial years)</i>	Date adopted: 23 June 2021	No change
4	Asset Plan <i>(plan under section 92 of the Local Government Act 2020 setting out the asset maintenance and renewal needs for key infrastructure asset classes for at least the next 10 years.)</i>	Operations of current plans 17 August 2009. Plan is currently under review in accordance with the Local Government Act 2020.	No change
5	Revenue and Rating Plan <i>(plan under section 93 of the Local Government Act 2020 setting out the rating structure of Council to levy rates and charges)</i>	Date adopted: 23 June 2021	No change
6	Annual Budget <i>(plan under section 94 of the Local Government Act 2020 setting out the services to be provided and initiatives to be undertaken during the budget year and the funding and other resources required.)</i>	Date adopted: 23 June 2021	No change
7	Risk Management policy <i>(policy outlining Council's commitment and approach to minimising the risks to Council's operations)</i>	Date of operation of current policy: 23 October 2019	No change

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**LOCAL GOVERNMENT PERFORMANCE REPORTING FRAMEWORK -  
2021/22 HALF YEARLY REPORT (cont'd)**

**ATTACHMENT No [1] - LGPRF December 2021 - Six monthly report**

**LGPRF - Six Monthly Report to 31 December 2021**



LGPRF Indicator	Performance Measure	2021	July to Dec 2021
Indicator – Governance and Management checklist cont'd			
8	Fraud policy <i>(policy outlining council's commitment and approach to minimising the risk of fraud)</i>	Date of operation of current policy: 27 May 2020	No change
9	Municipal emergency management plan <i>(plan under section 20 of the Emergency Management Act 1986 for emergency mitigation, response and recovery)</i>	Municipal Emergency Management Plan prepared 6 July 2016, Reviewed plan presented to Council meeting 24 July 2019	Municipal Emergency Management Plan prepared 6 July 2016, Reviewed plan presented to Council meeting 24 July 2019 Plan is maintained and updated regularly.
10	Procurement policy <i>(Policy under section 108 of the Local Government Act 2020 outlining the principles, processes and procedures that will apply to all purchases of goods and services by the Council)</i>	Prepared and approved in accordance with section 186A of the Local Government Act 1989. Date adopted: 25 November 2020	Prepared and approved in accordance with section 108 of the Local Government Act 2020. Date adopted: 27 October 2021
11	Business continuity plan <i>(plan setting out the actions that will be undertaken to ensure that key services continue to operate in the event of a disaster)</i>	Date of approval: 23 January 2018	Business Continuity Management Systems under review to update provision of service delivery identified during pandemic.
12	Disaster recovery plan <i>(plan setting out the actions that will be undertaken to recover and restore business capability in the event of a disaster)</i>	Date of operation of current plan: 22 May 2018 Updated: June 2021	Date of operation of current plan: 22 May 2018. Updated: June 2021 Current plan meets Council's requirements. Next review scheduled March 2022.
13	Risk management framework <i>(framework outlining council's approach to managing risks to the Council's operations)</i>	Framework consists of Council Risk Policy 23 October 2019, Fraud Prevention and Control Policy 27 May 2020, Risk Management Plan (under review), Fraud control Plan (under review) and Audit & Risk Committee Charter 28 November 2020	No change
14	Audit and Risk Committee <i>(advisory committee of council under section 53 of the Local Government Act 2020 whose role is to monitor the compliance of Council policies and procedures, monitor Council's financial reporting, monitor and provide advice on risk management, and provide oversight on internal and external audit)</i>	Date of establishment: 27 May 2020	No change

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**LOCAL GOVERNMENT PERFORMANCE REPORTING FRAMEWORK -  
2021/22 HALF YEARLY REPORT (cont'd)**

**ATTACHMENT No [1] - LGPRF December 2021 - Six monthly report**

**LGPRF - Six Monthly Report to 31 December 2021**



LGPRF Indicator	Performance Measure	2021	July to Dec 2021
Indicator – Governance and Management checklist cont'd			
15	Internal audit <i>(independent accounting professionals engaged by the Council to provide analyses and recommendations aimed at improving Council's governance, risk and management controls)</i>	Date of engagement of current provider: 22 January 2020	No change
16	Performance reporting framework <i>(a set of indicators measuring financial and non-financial performance, including the performance indicators referred to in section 131 of the Local Government Act 1989)</i>	Date of operation of current framework: 10 December 2019	No change
17	Council Plan reporting <i>(report reviewing the performance of the council against the Council Plan, including the results in relation to the strategic indicators, for the first six months of the financial year)</i>	Reported prepared: 24 February 2021	Council plan adopted: 23 June 2021
18	Financial reporting <i>(quarterly statements to Council under section 97 of the Local Government Act 2020 comparing budgeted revenue and expenditure with actual revenue and expenditure)</i>	Annual Report: 23 September 2020 Quarterly Statements: 25 November 2020 24 February 2021 26 May 2021	Annual Report: 22 September 2021 Quarterly Statements: 27 October 2021
19	Risk reporting <i>(six-monthly reports of strategic risks to council's operations, their likelihood and consequences of occurring and risk minimisation strategies)</i>	Reports: 30 July 2020 18 February 2021	Reports: 29 July 2021 21 October 2021
20	Performance reporting <i>(six-monthly reports of indicators measuring the results against financial and non-financial performance, including performance indicators referred to in section 98 of the Local Government Act 2020)</i>	Annual report: 23 September 2020 Six monthly report: 24 February 2021	Annual Report: 22 September 2021

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**LOCAL GOVERNMENT PERFORMANCE REPORTING FRAMEWORK -  
2021/22 HALF YEARLY REPORT (cont'd)**

**ATTACHMENT No [1] - LGPRF December 2021 - Six monthly report**

**LGPRF - Six Monthly Report to 31 December 2021**



LGPRF Indicator	Performance Measure	2021	July to Dec 2021
Indicator – Governance and Management checklist cont'd			
21	Annual report <i>(annual report under sections 131, 132 and 133 of the Local Government Act 1989 to the community containing a report of operations and audited financial and performance statements)</i>	Date considered: 23 September 2020	Date considered: 22 September 2021
22	Councillor Code of Conduct <i>(Code under section 139 of the Local Government Act 2020 setting out the conduct principles and the dispute resolution processes to be followed by Councillors)</i>	Date adopted: 24 February 2021	No change
23	Delegations <i>(documents setting out the powers, duties and functions of council and the Chief Executive Officer that have been delegated to members of staff in accordance with sections 11 and 47 of the Local Government Act 2020.)</i>	Date of review: 26 August 2020	Date of review: 27 October 2021
24	Meeting procedures <i>(Governance Rules under section 60 of the Local Government Act 2020 governing the conduct of meetings of Council and delegated committees)</i>	Date adopted: 26 August 2020	No change

FILE NO: F13/203  
5. TRANSPARENT AND ACCOUNTABLE  
GOVERNANCE

ITEM NO: 10.2.4  
(SENIOR GOVERNANCE OFFICER,  
MARGARET HINCK)  
(ACTING GENERAL MANAGER  
CORPORATE BRANT DOYLE)

## APPOINTMENT AND AUTHORISATION OF COUNCIL OFFICERS UNDER THE PLANNING AND ENVIRONMENT ACT 1987

### RECOMMENDATION

Council resolves that;

1. the members of Council staff referred to in the Instrument of Appointment and Authorisation be appointed and authorised as set out in the Instrument; and
2. the Instrument be sealed with the Common Seal of Council; and
3. the Instrument come into force immediately following the Common Seal of Council being affixed to the Instrument, and remains in force until Council determines to vary or revoke it; and
4. upon the Instrument coming into force, the Instrument of Appointment and Authorisation to members of Council staff, as made by Council on 28 July 2021, is revoked.

### 1. Executive Summary

This report seeks Council's approval of the attached Instrument of Appointment and Authorisation (*Planning and Environment Act 1987*) to reflect recent staff appointments and departures.

The appointments are necessary to ensure specific Council officers are appropriately authorised to undertake functions under the *Planning and Environment Act 1987*, including inspections and enforcements.

### 2. Background and Options

The *Planning and Environment Act 1987* requires that Council officers must be appointed and authorised directly by Council, rather than by the Chief Executive Officer, as there are no powers provided for this to be sub-delegated.

An Instrument of Appointment and Authorisation provides the legal basis for authorised officers to undertake inspections and carry out enforcement functions.

Appointments and authorisations are made to individuals by name – not position – and must therefore be updated whenever there are changes to staff carrying out these functions.

The attached Instrument of Appointment and Authorisation has been updated to include the names of current Council officers.

Changes include -

- the appointment of the new Director Infrastructure Services and Planning Coordinator
- retirement of the General Manager Infrastructure
- resignation of the General Manager Corporate
- inclusion of the Technical Support Officer
- title change for the General Manager Community to Director Sustainable Communities

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5. TRANSPARENT AND ACCOUNTABLE  
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**APPOINTMENT AND AUTHORISATION OF COUNCIL OFFICERS UNDER THE  
PLANNING AND ENVIRONMENT ACT 1987 (cont'd)**

**3. Financial Implications**

Financial decisions are made in accordance with Council's budget.

**4. Risk Management**

Without appropriate authorisations, the actions of Council officers are at risk of being invalid.

**5. Internal and External Consultation**

This report has been informed by the advice provided by Maddocks Delegation and Authorisations Service, the Director Infrastructure Services and Manager Building, Planning and Regulatory Services.

**6. Council Plan Strategy**

The authorities contained in this report contributes to the Council Plan objective of 'Transparent and Accountable Governance'.

**7. Legislative / Policy Implications**

This report is prepared in accordance with section 147(4) of the *Planning and Environment Act 1987*, and section 313 of the *Local Government Act 2020*.

**8. Environmental Impact**

There are no environmental impact considerations associated with this report.

**9. Conflict of Interest Considerations**

There are no known conflicts of interest considerations with this report.

**10. Conclusion**

The updated Instrument of Appointment and Authorisations ensures that Council staff are appropriately authorised to carry out their council duties under the *Planning and Environment Act 1987*.

**Attachments**

- 1 Draft - Planning & Environment Act 1987 - Instrument of Appointment & Authorisation - February

FILE NO: F13/203  
5. TRANSPARENT AND ACCOUNTABLE  
GOVERNANCE

ITEM NO: 10.2.4

**APPOINTMENT AND AUTHORISATION OF COUNCIL OFFICERS UNDER THE  
PLANNING AND ENVIRONMENT ACT 1987 (cont'd)**

**ATTACHMENT No [1] - Draft - Planning & Environment Act 1987 - Instrument of  
Appointment & Authorisation - February**



## Moira Shire Council

# Instrument of Appointment and Authorisation

*(Planning and Environment Act 1987)*

**DRAFT**

**23 February 2022**

FILE NO: F13/203  
5. TRANSPARENT AND ACCOUNTABLE  
GOVERNANCE

ITEM NO: 10.2.4

**APPOINTMENT AND AUTHORISATION OF COUNCIL OFFICERS UNDER THE  
PLANNING AND ENVIRONMENT ACT 1987 (cont'd)**

**ATTACHMENT No [1] - Draft - Planning & Environment Act 1987 - Instrument of  
Appointment & Authorisation - February**



**Instrument of Appointment and Authorisation  
(Planning and Environment Act 1987)**

In this instrument "officer" means –

Clare Keenan, Chief Executive Officer  
Joshua Lewis, Director Infrastructure Services  
Sally Rice, Director Sustainable Communities  
Brant Doyle, Acting General Manager Corporate  
Norman Kortum, Senior Town Planner  
Christian Middlemiss, Town Planner  
David Young, Manager Building, Town Planning & Regulatory Services  
Travis Basham, Planning Coordinator  
Keith Longridge, Town Planner  
James Andrew, Town Planner  
Melissa Verduci, Land Use Planner  
Rebecca Nye, Technical Support Officer  
Jacqueline Miller, Development Compliance Officer  
Scott Draper, Manager Sustainability  
Jane White, Environmental Sustainability Officer  
James Steinfort, Environmental Sustainability Officer  
John Shaw, Co-ordinator Safety and Amenity  
Christina Kalz, Safety and Amenity Technical Officer  
Andrew Christie, Safety and Amenity Officer  
Robert l'Anson, Safety and Amenity Officer  
Brent Waldron, Safety and Amenity Officer

By this instrument of appointment and authorisation Moira Shire Council –

1. under section 147(4) of the *Planning and Environment Act 1987* - appoints the officers to be authorised officers for the purposes of the *Planning and Environment Act 1987* and the regulations made under that Act; and
2. under section 313 of the *Local Government Act 2020* authorises the officers generally to institute proceedings for offences against the Acts and regulations described in this instrument.

It is declared that this instrument -

- (a) comes into force immediately upon its execution;
- (b) remains in force until varied or revoked.

This instrument is authorised by a resolution of the Moira Shire Council made on the 23 February 2022.

"The common seal of the  
Moira Shire Council  
was hereunto affixed in the presence of

..... Chief Executive Officer

on the ..... day of..... 2022.



FILE NO:  
5. TRANSPARENT AND ACCOUNTABLE  
GOVERNANCE

ITEM NO: 10.2.5  
(MANAGER GOVERNANCE & RISK,  
AMANDA CHADWICK)  
(GENERAL MANAGER COMMUNITY, RICE,  
SALLY)

## DISCONTINUANCE OF SECTIONS OF UNUSED ROADS WITHIN LAKE NUMURKAH

### RECOMMENDATION

That Council resolves to discontinue sections of unused road from the end of Saxton Street between Russell Street and Kinnairds Road, Numurkah as well as a section of unused Government Road to the north of the existing island within Lake Numurkah and reserve the land for public use, following community consultation.

#### 1. Executive Summary

At the Ordinary Council Meeting held on 15 December 2021 Council authorised the Chief Executive Officer to commence community consultation on a request to discontinue sections of unused road from the end of Saxton Street Numurkah between Russell Street and Kinnairds Road and a section of Government road to the north of the existing island within Lake Numurkah and reserve the land for public use.

Community consultation commenced on 22 December 2021 with advertisements printed in local newspapers and a webpage developed in the 'Have Your Say' section of the website. A letter was also sent to local residents in the immediate area advising them of the proposal.

Submissions closed on 2 February 2022 with a total of 3 responses received. There were no requests from submitters to speak to Council about their submission therefore the Committee of Council Meeting was not held.

Following consideration of the submissions received, it is proposed that the discontinuance of the unused roads be approved.

#### 2. Background and Options

At its Council meeting on 18 July 2011 Council resolved, as part of the Lake Numurkah Concept Plan, to discontinue a section of unused road between Russell Street and Kinnairds Road as well as a section of Government Road shown to the north of the existing island within the lake.

This resolution followed significant community consultation regarding Lake Numurkah including numerous discussions with the Department of Sustainability (now known as DEWLP). The intention was to close the roads and incorporate these areas into the surrounding crown land reserve with Council to be appointed as Committee of Management however this process was never formalised.

Given the length of time that has passed since the original resolution and community consultation it was necessary that Council recommence the process with public consultation on the proposed closures.

The Numurkah Flood Mitigation Project may need to have the land tenure in this area resolved before DELWP may consent to the construction of the levee upon the Crown land reserve. Given the progress on the levee design, this consent may be required in coming months hence there is a sense of urgency to resolve the matter.

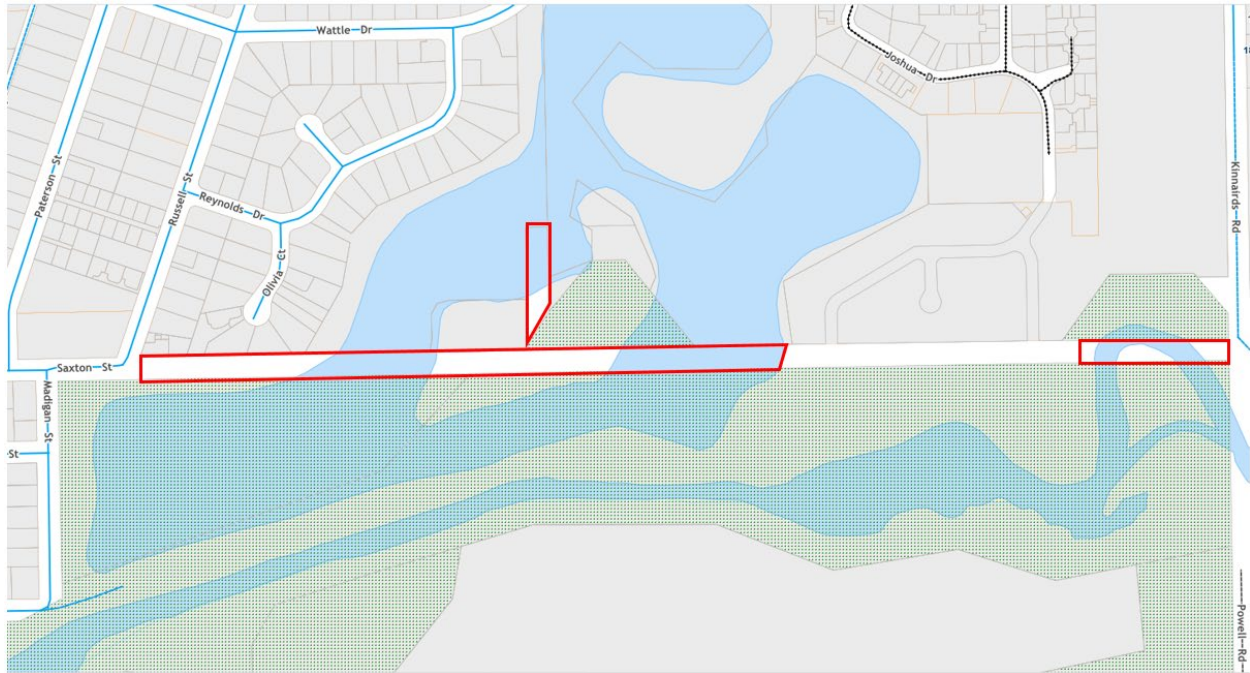
FILE NO:  
5. TRANSPARENT AND ACCOUNTABLE  
GOVERNANCE

ITEM NO: 10.2.5

## DISCONTINUANCE OF SECTIONS OF UNUSED ROADS WITHIN LAKE NUMURKAH (cont'd)

### Details of the section of road proposed to be discontinued

Sections of unused road from the end of Saxton Street between Russell Street and Kinnairds Road, Numurkah as well as a section of unused Government Road to the north of the existing island within Lake Numurkah, as indicated on the map below.



### 3. Financial Implications

There are no financial implications resulting from the community consultation.

### 4. Risk Management

Conducting a formal process to seek feedback from the community who may be affected by the discontinuance will ensure that council makes an informed decision and will also meet the requirements of the relevant Acts.

### 5. Internal and External Consultation

Consultation occurred with representatives of DEWLP regarding the original request to close the unused roads.

In September 2021 the project consultants Spiire also briefed Council on the 'Lake Numurkah Landscape Master Plan and Storm Water Analysis'. This presentation identified potential site opportunities for the area. This work is currently with the majority owners of the lake, the Numurkah Development Company, for review.

### 6. Regional Context

This report relates to land located within the Moira Municipality.

### 7. Council Plan Strategy

This report aligns with the Council Plan Strategy of 'Transparent and Accountable Governance'.

FILE NO:  
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**DISCONTINUANCE OF SECTIONS OF UNUSED ROADS WITHIN LAKE  
NUMURKAH (cont'd)**

**8. Legislative / Policy Implications**

This process is conducted in accordance with section 12 of the *Road Management Act 2004* and Schedule 10 Clause 3 of the *Local Government Act 1989*.

**9. Conflict of Interest Considerations**

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

**10. Conclusion**

Council has previously undertaken a consultation process regarding the closing of these sections of road reserve in 2011 however the process was not concluded and, given the length of time that has passed since the original resolution it was necessary to recommence the process from the beginning with public consultation on the proposed closures.

Following recent community consultation and consideration of the submissions received it is recommended that Council authorise the discontinuance of sections of unused road from the end of Saxton Street between Russell Street and Kinnairds Road, Numurkah as well as a section of unused Government Road to the north of the existing island within Lake Numurkah and reserve the land for public use.

**Attachments**

Nil

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

ITEM NO: 10.2.6  
(SENIOR GOVERNANCE OFFICER,  
MARGARET HINCK)  
(ACTING GENERAL MANAGER  
CORPORATE, DOYLE, BRANT)

## ASSEMBLIES OF COUNCILLORS DECEMBER 2021

### RECOMMENDATION

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

#### 1. Executive Summary

The purpose of this report is to detail the Assemblies of Councillors held in December 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 December 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.

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5. TRANSPARENT AND ACCOUNTABLE  
GOVERNANCE

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**ASSEMBLIES OF COUNCILLORS DECEMBER 2021 (cont'd)**

Meeting	Present at meeting	Matters discussed	Declaration of Interest(s)
Council Briefing 8 December 2021	<p><b>Councillors:</b> Libro Mustica Julie Brooks Ed Cox Peter Elliott Peter Lawless Wayne Limbrick Peter Mansfield</p> <p><b>Staff:</b> 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 Senior Communications Officer</p>	<p>Committee Councillor Representatives  Community grants  Arts Hub  Advertising Policy  Asset Management Plan  Budget  Draft Agenda Review</p>	<p>Yes  Cr Mustica  Planning Scheme Amendment C93</p>
Council Briefing 15 December 2021	<p><b>Councillors:</b> Libro Mustica Julie Brooks Ed Cox Peter Elliott Judy Heather Peter Lawless Wayne Limbrick Peter Mansfield</p> <p><b>Staff:</b> Chief Executive Officer Clare Keenan  General Manager Infrastructure Andrew Close  General Manager Community Sally Rice  General Manager Corporate Simon Rennie</p>	<p>Agenda Review</p>	<p>Yes  Cr Mustica  Planning Scheme Amendment C93  Yes  Clare Keenan  CEO Employment Matters Committee Meeting Minutes</p>

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**ASSEMBLIES OF COUNCILLORS DECEMBER 2021 (cont'd)**

**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.

**10. Conclusion**

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

**Attachments**

Nil

FILE NO:  
4. CUSTOMER FOCUSED AND RESPONSIVE

ITEM NO: 10.3.1  
(GENERAL MANAGER COMMUNITY, SALLY RICE)  
(GENERAL MANAGER COMMUNITY, SALLY RICE)

**MEMORANDUM OF UNDERSTANDING (MOU) FOR CROSS BORDER COLLABORATION WITH BERRIGAN SHIRE COUNCIL, FEDERATION COUNCIL AND INDIGO SHIRE COUNCIL**

**Recommendation**

That Council endorse the Memorandum of Understanding (MoU) for Cross Border Collaboration with Berrigan Shire Council, Federation Council and Indigo Shire Council.

**1. Executive Summary**

The New South Wales Local Government Areas (LGAs) that constitute Berrigan Shire Council and Federation Council and the Victorian LGAs that constitute Indigo and Moira Shire Councils have unique communities; both within and between them.

While appreciating that jurisdictional lines do need to exist on maps, in the day to day lives of our communities they are often invisible and in many cases frequently crossed. Discussions between senior officers of the four LGAs have occurred over recent months. These discussions have led to the preparation of a Memorandum of Understanding (MoU) (attached) to reflect this reality in the relationship of the four LGAs.

As four neighboring councils, we recognise working together provides opportunities for improved service delivery, access to high quality community infrastructure, and positive social and economic outcomes.

This report recommends that Council to endorse the MoU.

**2. Conflict of interest declaration**

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

**3. Background & Context**

The New South Wales Local Government Areas (LGAs) that constitute Berrigan Shire Council and Federation Council and the Victorian LGAs that constitute Indigo and Moira Shire Councils have unique communities; both within and between them.

We recognise, that at a regional level our communities have many common experiences and interests. There are also townships along our borders that are entirely integrated and interdependent. Therefore the relationships of the communities within the four LGAs vary depending on geographical and individual circumstances.

While appreciating that jurisdictional lines do need to exist on maps, in the day to day lives of our communities they are often invisible and in many cases frequently crossed. The recent boarder closures, as a result of COVID 19, was a stark demonstration just how interwoven many of our communities are.

Discussions between senior officers of the four LGAs have occurred over recent months. These discussions have acknowledged that it is timely for this reality to be formally reflected in the

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**MEMORANDUM OF UNDERSTANDING (MOU) FOR CROSS BORDER COLLABORATION WITH BERRIGAN SHIRE COUNCIL, FEDERATION COUNCIL AND INDIGO SHIRE COUNCIL (cont'd)**

relationship of the four LGAs. Therefore, as a first step, a Memorandum of Understanding (MoU) has been prepared for endorsement. The MoU is structured as follows:

**i. Purpose**

As four neighbouring councils, we recognise working together provides opportunities for improved service delivery, access to high quality community infrastructure, and positive social and economic outcomes.

**ii. Who are we?**

Provides a snap shot of the four individual LGAs which therefore combine to represent the region.

**iii. Principles of Cross-border Collaboration**

There are no legislative implications in endorsing the MoU. However once endorsed the intention would be that it becomes the Councils policy that it be given due consideration in respect to Council business; both in a strategic and operational sense.

The principles of the MoU will establish the basis for the mutual commitment to and management of this agreement. These principles are, where possible, to:

- appreciate each council's perspective and work towards finding common ground;
- cooperation;
- open information sharing;
- maximising service delivery opportunities to meet a common community need;
- reducing costs and eliminate duplication; and
- seek to be innovative.

**iv. Partnership Agreement Objectives**

Six key objectives are detailed in the MoU.

**v. Key Focus Areas**

The following key focus areas for collaboration are listed:

- issues of regional and national significance;
- aligning services and sharing information;
- community infrastructure works;
- local transport; and
- regional economic development.

These Key Focus Areas provides guidance for when the MoU should be referenced.

**vi. Existing collaborations**



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## MEMORANDUM OF UNDERSTANDING (MOU) FOR CROSS BORDER COLLABORATION WITH BERRIGAN SHIRE COUNCIL, FEDERATION COUNCIL AND INDIGO SHIRE COUNCIL (cont'd)

Existing collaborations between the member LGAs are noted as a platform for future collaborations through the implementation of the MoU.

### vii. Implementation of the Agreement

Outlines the roles and responsibilities of the various stakeholders and how the MoU will become functional.

### viii. Status of the MoU

Defines the authority and reach of the MoU.

### ix. Review of the Mou

### x. Dispute resolution

### xi. Signatures

Provides spaces for the Mayors and CEOs of the four LGAs to sign the agreement.

## 4. Strategic Alignment

Signing up to the MoU is strategically aligned to the Council Plan. This alignment is identified in a number of objectives within two of the Council Plan pillars.

### Council Plan

4. Customer focused and responsive

Our service standards and service delivery models will be of a high standard and meet community needs

4. Customer focused and responsive

To provide, renew and maintain a diverse network of assets that are safe, efficient and accessible

## 5. Internal & External Engagement

Discussions between senior officers, including the four CEOs of the LGAs have taken place over recent months. These discussions have led to the preparation of the MoU and recommendation for its endorsement.

## 6. Budget / Financial Considerations

While there are no financial implications to Council in endorsing the MoU it does provide opportunity for improved financial outcomes. These may be realised by:

- having a standing demonstration of commitment to regional and cross border initiatives therefore improving potential success in accessing interstate state and federal funding (e.g. cross boarder Commissioner grants);
- maximising service delivery opportunities to meet a common community need; and
- reducing costs and eliminate duplication.

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**MEMORANDUM OF UNDERSTANDING (MOU) FOR CROSS BORDER COLLABORATION WITH BERRIGAN SHIRE COUNCIL, FEDERATION COUNCIL AND INDIGO SHIRE COUNCIL (cont'd)**

**7. Risk & Mitigation**

With a view to minimising risk the MoU is clear on implementation and the various stakeholder's roles and responsibilities. It is also clear that it is not a legally enforceable agreement.

**8. Conclusion**

In the day to day lives of our communities jurisdictional lines are often invisible and in many cases frequently crossed. Discussions between senior officers of Berrigan Shire Council, Federation Council, Indigo and Moira Shire Councils have occurred over recent months.

These discussions have acknowledged the reality that our communities are interwoven. A memorandum of understanding (MoU) has been prepared to reflect this reality in the relationship of the four LGAs.

**Attachments**

- 1 Memorandum of Understanding for collaboration Final Draft 10 Feb 2022.pdf

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(GENERAL MANAGER COMMUNITY,  
SALLY RICE)  
(GENERAL MANAGER COMMUNITY,  
SALLY RICE)

**MEMORANDUM OF UNDERSTANDING (MOU) FOR CROSS BORDER  
COLLABORATION WITH BERRIGAN SHIRE COUNCIL, FEDERATION  
COUNCIL AND INDIGO SHIRE COUNCIL (cont'd)**

ATTACHMENT No [1] - Memorandum of Understanding for collaboration Final Draft  
10 Feb 2022.pdf



**Memorandum of Understanding for collaboration between  
Berrigan Shire Council, Federation Council,  
Moira Shire Council and Indigo Shire Council**

**Purpose**

The New South Wales Local Government Areas (LGAs) that constitute Berrigan Shire Council and Federation Council and the Victorian LGAs that constitute Indigo and Moira Shire Councils have unique communities; both within and between them.

The communities of the four LGAs are geographically dispersed. The people live in numerous towns of varying sizes, small townships and rural farmland. Collectively the four LGAs cover more than 13,000km<sup>2</sup>.

We recognise, that at a regional level our communities have many common experiences and interests. There are also townships along our borders that are entirely integrated and interdependent. Therefore the relationships of the communities within the four LGAs vary depending on geographical and individual circumstances.

While appreciating that jurisdictional lines do need to exist on maps, in the day to day lives of our communities they are often invisible and in many cases frequently crossed; therefore the relationship of the LGAs should mirror that reality.

As four neighbouring councils, we recognise working together provides opportunities for improved service delivery, access to high quality community infrastructure, and positive social and economic outcomes.

As such, we four councils wish to commit to working closely for our communities' mutual benefits.

**Who are we?**

The following table details some key information about the combined LGAs of Berrigan Shire Council, Federation Council, Indigo and Moira Shire Council make up:

LGA	Population	Area	Main Towns	Key industries	Local Economy value	Key recreational / natural assets
Berrigan	8784	2,066 square kms	Barooga Berrigan Finley Tocumwal	<ul style="list-style-type: none"> <li>Agriculture</li> <li>Tourism</li> </ul>	\$0.54 Billion GRP	<ul style="list-style-type: none"> <li>The Murray River</li> <li>4 X Recreation Reserves,</li> </ul>

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				<ul style="list-style-type: none"> <li>Health and Allied Health Services</li> </ul>		<ul style="list-style-type: none"> <li>2 X Thirty six hole Golf Courses,</li> <li>2 X Eighteen hole Golf Courses</li> <li>8 Bowling Rinks</li> <li>2 X Showgrounds</li> <li>Tocumwal Splash Park</li> <li>Barooga Adventure Playground</li> <li>1 indoor and 3 outdoor swimming pools</li> </ul>
Federation	12,598	5,685 square kms	Corowa Mulwala Howlong Urana	<ul style="list-style-type: none"> <li>Agriculture</li> <li>Manufacturing</li> <li>Tourism</li> <li>Construction</li> <li>Health Care and Social Assistance</li> </ul>	\$0.78 Billion GRP	<ul style="list-style-type: none"> <li>The Murray River</li> <li>Lake Urana</li> <li>Urana Aquatic Centre</li> <li>Lake Mulwala</li> <li>Federation Museum</li> <li>3 Public Libraries</li> <li>6 Recreation Reserves</li> <li>3 Public Golf Courses</li> <li>2 Skate Parks</li> <li>Corowa – Mulwala Rail Trail (42km) Under Construction</li> <li>North of the Murray Tourism Region</li> <li>4 Swimming Pools</li> </ul>
Indigo	16,885	2,040 square kms	Beechworth Chiltern Rutherglen Yackandandah	<ul style="list-style-type: none"> <li>Manufacturing</li> <li>Agriculture</li> <li>Construction</li> <li>Tourism</li> <li>Healthcare &amp; Social Assistance</li> </ul>	\$2 billion total output \$825m GRP	<ul style="list-style-type: none"> <li>Mount Pilot and Yeddonba art site</li> <li>Beechworth Gorge</li> <li>Lake Sambell</li> <li>Lake Moodemere</li> <li>3 Public Libraries</li> <li>Old Beechworth Gaol</li> <li>Beechworth Historic Precinct</li> <li>Burke Museum</li> <li>4 Skate Parks</li> <li>4 Public Golf Courses</li> <li>The Murray River</li> <li>Rutherglen Wine Region</li> <li>Beechworth Wine Region</li> <li>Mount Stanley</li> <li>GV and M2M Rail Trail (includes Beechworth to Yackandandah under construction)</li> <li>Epic Mountain bike Trail (To be constructed)</li> <li>Beechworth mountain bike park</li> <li>Yackandandah Mountain bike Park</li> <li>18 sport ovals and complexes</li> </ul>

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						<ul style="list-style-type: none"> <li>• Hume Weir</li> <li>• Woolshed Falls</li> <li>• Kiewa River</li> <li>• 13 major parks and gardens</li> <li>• 5 Public swimming pools</li> </ul>
Moira	29,108	4,045 square kms	Cobram, Nathalia, Numurkah, Yarrawonga	<ul style="list-style-type: none"> <li>• Agriculture</li> <li>• Agricultural Manufacturing</li> <li>• Engineering &amp; Construction</li> <li>• Health</li> <li>• Allied Health and Aged Care Services</li> <li>• Tourism</li> </ul>	\$3.39 billion	<ul style="list-style-type: none"> <li>• The Murray River</li> <li>• 4 showgrounds</li> <li>• 19 Recreation reserves</li> <li>• Barmah Forest</li> <li>• Lake Mulwala</li> <li>• 5 Skate parks</li> <li>• Regional tennis centre</li> <li>• 11 equestrian facilities</li> <li>• Kinnairds Wetlands</li> <li>• Black Bull Golf Course</li> <li>• Thompsons Beach</li> <li>• 5 public outdoor swimming pools</li> <li>• Numurkah Aquatic and Fitness Centre</li> <li>• Yarrawonga foreshore water slide and splash park</li> <li>• 4 public libraries</li> <li>• Nathalia sports and community centre</li> <li>• Cobram Sports Stadium</li> </ul>

**Principles of Cross-border Collaboration**

This Memorandum of Understanding (MoU) between the councils is underpinned by a number of agreed founding principles.

These principles establish the basis for the mutual commitment to and management of this agreement.

These principles are, where possible, to:

- appreciate each council's perspective and work towards finding common ground;
- cooperation;
- open information sharing;
- maximising service delivery opportunities to meet a common community need;
- reducing costs and eliminate duplication; and
- seek to be innovative.

**Partnership Agreement Objectives**

The objectives of this MoU are to:

- advocate to better inform decision making, infrastructure investment, service delivery and to overcome (cross) border issues and constraints;
- advocate for and attract investment (public and private) that brings innovation to, and strengthens the local economy;
- adopt a collaborative and community orientated approach to planning, funding and implementing services, programs and projects in particular for the cross border communities. This aims to reduce duplication and maximise the benefits delivered to

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**MEMORANDUM OF UNDERSTANDING (MOU) FOR CROSS BORDER  
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- the community from each council's available resources;
- deliver improved social and economic outcomes for the communities;
- when appropriate engage and consult our community to ensure we speak with 'one voice'; and
- when appropriate ensure a holistic approach to regional planning and strategy to ensure successful implementation over the long term and the achievement of identified objectives.

**Key Focus Areas**

The councils agree the key focus areas for cross-border collaboration are:

- issues of regional and national significance;
- aligning services and sharing information;
- community infrastructure works;
- local transport; and
- regional economic development.

**Existing collaboration --- providing the platform for the future**

In establishing this MoU the participating Councils recognise that significant collaboration, cooperation, and partnerships already exist. These existing relationships, efforts and shared service agreements range from being informal and opportunistic to formal arrangements.

Examples of existing collaborations are:

	Berrigan	Federation	Indigo	Moira
Waste Services	MSC	ISC	FC	BSC
Tourism		MSC ISC	FC	FC
Tourism Brand	MSC			BSC
Tourism Website	MSC			BSC
Emergency Management Planning	MSC			BSC
Emergency Management Resourcing			MSC	BSC, ISC
Events (mutually beneficial)	MSC	ISC	FC	BSC
Playgrounds				
Community facilities	MSC (BARC)	MSC		BSC (BARC)
Advocacy		MSC: Yarra – Mul bridge		FC: Yarra – Mul bridge
MaCH	MSC			BSC

**Implementation of the Agreement**

The responsibility for ensuring the progression and fulfilment of this MoU is held by the Chief Executive Officers of Berrigan, Indigo and Moira Shire Councils and the General Manager of Federation Council.

The implementation of this MoU will be driven by an annual workshop at which current and

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**MEMORANDUM OF UNDERSTANDING (MOU) FOR CROSS BORDER  
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future priorities and opportunities for collaboration will be discussed. Elected representatives and officers from each organisation will be invited to attend.

Officers from each organisation will ensure design and delivery of services, programs and projects occurs in light of and with a view to progressing the objectives of this MoU.

A MoU Brief designed to educate and support the implementation of this MoU will be prepared. Partners Council will discuss this MoU Brief with their respective internal leadership group and include it in their staff induction program.

**Status of the Memorandum of Understanding**

The councils acknowledge the MoU is not legally enforceable but relies on the spirit of cooperation between the four local governments for the betterment of the community.

The councils acknowledge the potential for fluctuations in resourcing capability and capacity to support joint initiatives from time to time.

They will seek to contribute to joint initiatives in a matter that is reflective of the relative cost and benefit to each council for the betterment of the community.

It is acknowledged that while the councils have many shared objectives they also have their unique perspective and points of difference.

This agreement is not intended to remove power from each local government to make policy decisions.

Final policy decisions remain with each Council.

**Review of this Memorandum of Understanding**

The MoU will be reviewed with a view to a formal update every three years.

The MoU may be amended at any time by agreement in writing of the parties.

**Dispute Resolution**

Where any dispute arises under this MoU, the councils will take all necessary steps to resolve the dispute expeditiously by mutual agreement.

**Memorandum of Understanding**

**Berrigan Shire Council,**

**Federation Council**

**Indigo Shire Council and**

**Moira Shire Council**

This Memorandum of Understand is brought into effect this day \_\_\_\_ 2022.

SIGNED on behalf of **Berrigan Shire Council**

**Mayor** Councillor \_\_\_\_\_ Date: / / 2022

**Chief Executive Officer** \_\_\_\_\_ Date: / / 2022

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SIGNED on behalf of **Federation Shire Council**

Mayor Councillor \_\_\_\_\_ Date: / / 2022

Chief Executive Officer \_\_\_\_\_ Date: / / 2022

SIGNED on behalf of **Indigo Shire Council**

Mayor Councillor \_\_\_\_\_ Date: / / 2022

Chief Executive Officer \_\_\_\_\_ Date: / / 2022

SIGNED on behalf of **Moira Shire Council**

Mayor Councillor \_\_\_\_\_ Date: / / 2022

Chief Executive Officer \_\_\_\_\_ Date: / / 2022

**Opportunities:**

**Berrigan and Moira Shires**

- Kennedy Park/Thompsons Beach Masterplan
- Cobram Barooga Masterplan
- Staff sharing/secondment
- Economic Development and Tourism Strategies
- Cycling/Walking trails – (As part of the Murray River trail)

From	To	Status
Corowa	Mulwala	Under construction
Yarrawonga	Burramine	Under construction
Cobram	Barooga	Constructed
Barooga	Tocumwal	Proposed

Cross LGA borders Community planning



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**MEMORANDUM OF UNDERSTANDING (MOU) FOR CROSS BORDER  
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ATTACHMENT No [1] - Memorandum of Understanding for collaboration Final Draft  
10 Feb 2022.pdf

Joint advocacy on common issues

DRAFT

FILE NO:  
3. A CLEAN GREEN ENVIRONMENT

ITEM NO: 10.3.2  
(ENVIRONMENTAL SERVICES TECHNICAL  
OFFICER, BETHAN MCKAY)  
(GENERAL MANAGER COMMUNITY SALLY  
RICE)

## ENVIRONMENTAL SUSTAINABILITY REPORT 2020/21

### Recommendation

That Council notes the following reports:

- Environmental Sustainability Strategy Annual Report 2020/21.
- Environmental Sustainability Strategy four year Summary 2017-2021.

### 1. Executive Summary

The fourth Moira Shire Environmental Sustainability Strategy (ESS) Annual Report (Annual) and four year Summary report (Summary) have been finalised. These reports highlight progress and achievements against the Moira Shire ESS 2017-2021.

This report recommends that these two reports are noted by Council.

### 2. Conflict of interest declaration

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

### 3. Background & Context

Community expectations and concerns with regards to environmental sustainability is increasing all the time. Moira Shire formally started documenting the journey to achieve environmental sustainability within Council with the development of the Natural Resource Strategy 2006, followed by an ESS in both 2012 and 2017.

A new ESS is currently in development for 2022.

The Annual and Summary reports help to inform community and partners on Moira Shire's delivery of environmental sustainability. These reports have demonstrated a high level of achievement by Moira Shire.

Examples from our ESS Annual Report 2020/21 include:

- Energy efficient hand dryers installed in 50% of office bathrooms, reducing paper towelwaste.
- New staff starter packs include reusable items to encourage waste reduction.
- School Tree day celebrated.
- Free mulch offered to residents.
- Informative signage installed at Station Street Wetland, Numurkah.
- Two off-grid solar systems installed at transfer stations.
- Council sourcing 100% of its energy from renewable energy (wind farms across Vic).
- Approx 10,000 native seedlings planted across the Shire.
- Controlled burn on Three Chain Road, Tungamah.
- Audit on Council' water use at 27 recreation reserves.
- Recycling Stations in our four major townships.
- Dog waste organic bin trial in 5 locations.

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## ENVIRONMENTAL SUSTAINABILITY REPORT 2020/21 (cont'd)

Examples from our ESS 2017-2021 Summary include:

- Office waste reduced by around 50% by introducing waste management stations and additional recycling options.
- Electric vehicle feasibility study undertaken.
- Solar installation on six Council owned and managed buildings.
- MOU's signed in regards to controlled burns, hydration stations, communities combating weeds and pest animals during drought program, Nathalia IWM plan.
- 10% increase in area under conservation covenants and biodiversity management agreements.
- Increase of organics service by 3,000 households.
- Increase in recycling options for all residents.

### 4. Strategic Alignment

Councils ESS 2017-21 aligns with the current council plan. Relative legislation and policy have been outlined within it. The ESS is fundamental in leading the delivery of objectives aligned to the Clean Green Environment Council pillar. Reporting on the delivery of the ESS, both annually and at its four year conclusion is in line with Pillar five: transparent and accountable governance in particular "we will communicate effectively, Council's role, capacity and achievements".

### 5. Internal & External Engagement

Internal	The Sustainability team led the delivery of the ESS and the production of the Annual and Summary reports. Moira Shire Managers were surveyed to identify various departments contribution to the ESS. These included managers from Information Services, Organisational Development, Commercial Services, Recreation, Health and Culture, Economic Development, Operations, Governance & Risk, Planning.
External	Council works closely with a number of agencies, Community Groups, schools, government bodies and business to achieve the outcomes reported in the Annual and Summary reports. Council also hosts an internal Environmental Working Group and interagency Environmental Sustainability Advisory Committee to support and guide this work, connect key stakeholders and promote opportunities for collaboration.

### 6. Budget / Financial Considerations

NIL

### 7. Conclusion

These reports present the 2020/21 Annual Report and 4 year summary of Moira Shires ESS 2017-21, highlighting the successes and learnings. These documents will be made available to the public.

This report recommends that Council note the achievements outlined in the ESS Annual and Summary reports.

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**ENVIRONMENTAL SUSTAINABILITY REPORT 2020/21 (cont'd)**

**Attachments**

- 1 Environmental Sustainability Strategy Annual Report 2020/21
- 2 Environmental Sustainability Strategy 2017-2021 Summary


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**ENVIRONMENTAL SUSTAINABILITY REPORT 2020/21 (cont'd)**

**ATTACHMENT No [1] - Environmental Sustainability Strategy Annual Report  
2020/21**

Environmental Sustainability Strategy 2017-2021  
**Annual Report Summary**  
1 July 2020 – 30 June 2021



moira  
SHIRE

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ENVIRONMENTAL SUSTAINABILITY REPORT 2020/21 (cont'd)

ATTACHMENT No [1] - Environmental Sustainability Strategy Annual Report 2020/21

<p>✔</p> <p>Distributed around 1,000 Broken Boosey Catchment Management Network (BBCMN) calendars and various conservation booklets to Moira schools and community groups.</p>	<p>✔</p> <p>Concrete and old asphalt is crushed and used as road base under sealed roads and new shed pads. Recycled rubber tyres and rubber asphalt is used in 80% of sealed roads. Recycled concrete and granite also used on unsealed roads.</p>	<p>✔</p> <p><b>Environmentally accountable council</b></p> <p>An additional 30 kgs of soft plastics has been collected from our offices and recycled through REDcycle, with a total of 120kg. Waste management stations continue to reduce office waste by offering various recycling options.</p>	<p>✔</p> <p>Continued to provide financial support to BBCMN and Goulburn Broken Stormwater Education Project.</p>	<p>✔</p> <p>Recycled products are continually sourced for parks and gardens where possible including seats, tables, bollards, board walks, signage frames and mulch.</p>	<p>✔</p> <p>Energy efficient hand dryers installed in 50% of office bathrooms, reducing paper towel waste. These office bathrooms predominantly use solar power.</p>	<p>✔</p> <p>Environmental Upgrade Agreements uptake by local businesses continue to increase, including several large solar installations.</p>	<p>✔</p> <p>Internal staff Green Team continued to be active during lockdowns with educational tip sheets, indoor plant propagation and participation in Plastic Free July. Internal newsletters have replaced meetings and markets.</p>	<p>✔</p> <p>Staff survey conducted shows an average annual saving of 1.76 tonnes of CO2-e per staff member due to reduction in work commute during lockdowns, equating to 151.44 tonnes across the organisation.</p>	<p>✔</p> <p>Active in Nature activity for month of April encouraging the community to get out and get active in our nature reserves.</p>	<p>✔</p> <p>Moira Shire branded products for new staff and community events include metal water bottle, 100% recycled note books, reusable bag and reusable glass coffee cups.</p>	<p>✔</p> <p>Staff inductions include waste management and Green Team introduction. Staff starter pack includes reusable and recycled items. Staff participation in Plastic Free July promoted and encouraged.</p>	<p>✔</p> <p>School tree day celebrated with the distribution of 2,000 seedlings to 10 schools and preschools across Moira. Preschool tree planting day at Colgan Park, Cobram with nearly 400 seedlings planted.</p>	<p>✔</p> <p>Insulated stainless steel water bottles supplied to outdoor workers to reduce single-use plastic.</p>	<p>✔</p> <p>Catering pack for staff use and BBQ stocked with compostable single use items.</p>	<p>✔</p> <p>Informative signage designed and installed at Station Street Wetland including wetland birds and native flora and fauna. Signs attached to upcycled Redgum sleepers.</p>	<p>✔</p> <p>Old uniforms returned or recycled.</p>	<p>✔</p> <p>Environmental sustainability embedded in Council's procurement policy and guidelines.</p>	<p>✔</p> <p>Bird identification posters installed in bird hides at Kinnairds Wetland.</p>	<p>✔</p> <p>Community engagement</p> <p>Moira school involvement includes working with sustainability leaders to reduce waste and increase recycling. Assisting with bin selection and education sessions.</p>	<p>✔</p> <p>Environmental sustainability featured in Council Plan 2021-2025 and Municipal Public Health and Wellbeing Plan 2021-2025.</p>	<p>✔</p> <p>Free mulch offered to residents biannually using green waste deposited at transfer stations. Also offered to community groups.</p>	<p>✔</p> <p>Distribution of 'Loving Moira's Natives' to various schools and daycares to include in end of year packs. Also promoted in lockdowns for families to download.</p>	<p>✔</p> <p>Environmental Working Group continued to discuss environmental sustainability across Council departments.</p>	<p>✔</p> <p>Regular use of social media, intranet, community, staff and councillor newsletters and print media to increase awareness of environmental achievements, ideas and issues. Community newsletter has an Environment section.</p>	<p>✔</p> <p>Yarravong Lones, Country Women's Association (CWA), Wilby Social Club and Friends of Chinaman's Island Nature Reserve (FOCINR) recycling information sessions held.</p>	<p>✔</p> <p>Sustainability team working with Operations, Planning and Assets to improve plans from an energy efficiency perspective and minimise harm to wildlife and vegetation.</p>
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**2020/21 Achievements**

- ✔ Complete
- Good progress/ongoing
- ! Needs attention

**Vision:**  
Community working together for an environmentally sustainable future.

**Role of Council in environmental sustainability:**  
For Council to lead by example and support the community in transitioning to environmental sustainability.

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ENVIRONMENTAL SUSTAINABILITY REPORT 2020/21 (cont'd)

ATTACHMENT No [1] - Environmental Sustainability Strategy Annual Report  
2020/21

<p>Audit continued on Councils rural water pumps and motors.</p> <p>Audit of water use at Council's recreation reserves.</p>	<p>Working with Friends of Small Reserves, Goulburn Murray Environment Group, CFA and GBCMA to improve the condition of a grassland community along Threese Chain Road, Tungamah. A low intensity burn occurred Autumn 2021. Fence line built to protect the grassland from vehicles and livestock. Weeds along roadside spot sprayed.</p>	<p>Managed Krimatids Wetland in collaboration with Goulburn-Murray Water and GBCMA including the delivery of environmental water, managing saplings encroaching on grasslands, clearing fallen timber from tracks, repair of tracks and removal of wasps from bird hides.</p>	<p><b>Partnerships</b></p> <p>Environmental Sustainability Advisory Committee (ESAC) have been unable to meet due to lockdown restrictions.</p> <p>Continued to investigate options for external funding and partnership opportunities. Roadside weed control program (\$75,000) from the state government.</p> <p>Signed MOU between Goulburn Broken Catchment Management Authority (GBCMA) and MSC for the BECMN.</p> <p>Broken Boosey Catchment Management Network (BECMN), Goulburn Broken Local Government Biodiversity Reference Group (GBLRG), Municipal Catchment Coordinator (MCC), Wetland Management Group, Goulburn Murray Landcare Network Meetings, Friends of Chihnaman's Island Nature Reserve, Yarrawonga Urban Landcare Group, Nathalia District Flora &amp; Fauna Group, Goulburn Valley Environment Group, Friends of Small Reserves, Corellas Numurkah Working Group, Goulburn Region Water Quality Meeting, Barmah Ramsar Coordinating Committee - Development of the Management Plan, Goulburn Broken Partnership Team, Friends of Koonoomoo Reservoirs, Numurkah Urban Landcare Group, Yarrawonga Mulwala Cricket Club, RWMP Water Quality Working Group, Goulburn Valley Waste Resource Recovery Group.</p> <p>Nathalia Integrated Water Management plan complete.</p> <p>Installation of four additional hydration stations in Wunghimu, Picoia, Strathmerton and Yarrawonga in a joint project with Goulburn Valley Water and the local community. This project now has 7 hydration stations across Moira.</p> <p>Agreements to undertake and manage controlled burns between DELWP, Parks Victoria, FFMV, CFA, RRV and MSC.</p>
<p><b>Sustainable management of waste</b></p> <p>Implementation of the Waste Management and Services Strategy 2018-2027.</p> <p>Kerbside waste audit conducted June 2021 to identify key issues and work on educating community.</p> <p>Working with Murray River Councils and Sustainability Victoria regarding waste education and illegal dumping.</p> <p>Recycling stations in our four main towns to provide additional recycling options to community members that are unavailable through kerbside recycling. Additional station for office use.</p> <p>Kerbside collection guide included in all rates notices. See figure 6 for kerbside data.</p> <p>Waste Info App continued promotion.</p> <p>Dog waste organic bin trial at 5 locations.</p> <p>Compostable dog waste bags now used at each bag dispenser, replacing plastic bags.</p> <p>Glass recycling kerbside bin trial began.</p> <p>Promoting the use of the organics kerbside bin and kitchen caddy use. Waste audit has shown high amounts of food waste in general waste bin.</p> <p>Cloth nappy rebate scoped.</p> <p>Improved fluorescent tube and light globe collection options at all transfer stations and Cobram service centre through TOMFREE.</p>	<p>Supported the Drought Employment Program delivered by GBCMA to remove woody weeds on roadsides and support tree planting activities at various Moira Shire managed native reserves including tree plantings and watering.</p> <p>Planted approximately 10,000 native seedlings over 20ha.</p> <p>Managed 1,498kms of roadside across Moira for weeds and pest animals.</p> <p>Managing Krimatids Wetland and Yalbab offset sites for council projects that result in the loss of biodiversity.</p> <p>8 planning permits granted for the removal of 3.6ha of native vegetation. While most landholders and contractors are conscientious when it comes to dealing with native vegetation, there were still incidents of illegal native vegetation clearance where enforcement action was undertaken.</p>	<p><b>Climate change adaptation and mitigation</b></p> <p>Off-grid solar systems at transfer stations include: Two 4 kW roof mounted solar systems with 5kW lithium battery storage. One 5 kW roof mounted solar systems with 12 kW gel battery storage.</p> <p>Council are sourcing 100% of its electricity from renewable energy generated from wind farms in Victoria in a joint project with 45 other Victorian councils. This has ensured our greenhouse gas emissions will drop by 47%, exceeding our 2020-21 target of a 35% reduction since 2008/09.</p> <p>Community grants available for solar and energy efficiency projects.</p>	<p><b>Conservation of biodiversity</b></p> <p>Currently 1,541ha of land is protected by a Conservation Covenant and Biodiversity Management Agreement in Moira. In total 146.2ha of freehold land was entered into a conservation agreement in 2020/2021. See figure 4.</p> <p>The Ground Storey booklet launch promoted with an education session with outdoor staff as well as the annual GBCMA calendar.</p> <p>Minimised impact on native vegetation by council works and secured offsets when native vegetation loss was unavoidable.</p>
<p><b>Sustainable management of water</b></p> <p>Participate in the Goulburn Broken and North East Integrated Water Management forums. Identified suitable projects in our region to attract external funding.</p> <p>Development of preliminary plans for alternative water supply for Victoria Park, Yarrawonga.</p> <p>Continued to support the Goulburn Broken Stormwater Project</p> <p>Potable water use continually reported. See figure 5.</p>	<p>Managed 1,498kms of roadside across Moira for weeds and pest animals.</p> <p>Managing Krimatids Wetland and Yalbab offset sites for council projects that result in the loss of biodiversity.</p> <p>8 planning permits granted for the removal of 3.6ha of native vegetation. While most landholders and contractors are conscientious when it comes to dealing with native vegetation, there were still incidents of illegal native vegetation clearance where enforcement action was undertaken.</p>	<p><b>Conservation of biodiversity</b></p> <p>Currently 1,541ha of land is protected by a Conservation Covenant and Biodiversity Management Agreement in Moira. In total 146.2ha of freehold land was entered into a conservation agreement in 2020/2021. See figure 4.</p> <p>The Ground Storey booklet launch promoted with an education session with outdoor staff as well as the annual GBCMA calendar.</p> <p>Minimised impact on native vegetation by council works and secured offsets when native vegetation loss was unavoidable.</p>	<p><b>Conservation of biodiversity</b></p> <p>Currently 1,541ha of land is protected by a Conservation Covenant and Biodiversity Management Agreement in Moira. In total 146.2ha of freehold land was entered into a conservation agreement in 2020/2021. See figure 4.</p> <p>The Ground Storey booklet launch promoted with an education session with outdoor staff as well as the annual GBCMA calendar.</p> <p>Minimised impact on native vegetation by council works and secured offsets when native vegetation loss was unavoidable.</p>

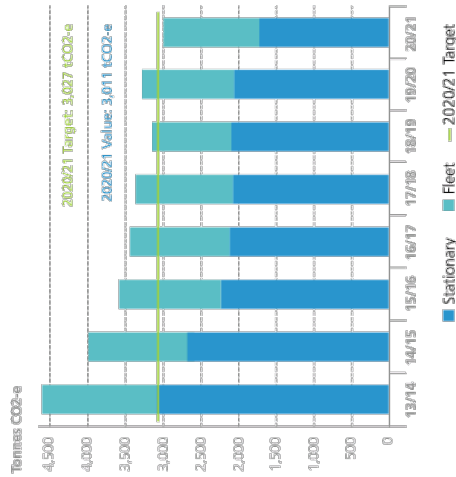
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ENVIRONMENTAL SUSTAINABILITY REPORT 2020/21 (cont'd)

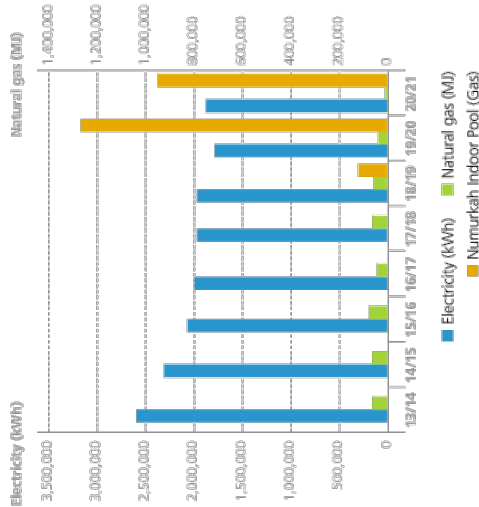
ATTACHMENT No [1] - Environmental Sustainability Strategy Annual Report 2020/21

Figure 3 Corporate greenhouse gas emissions



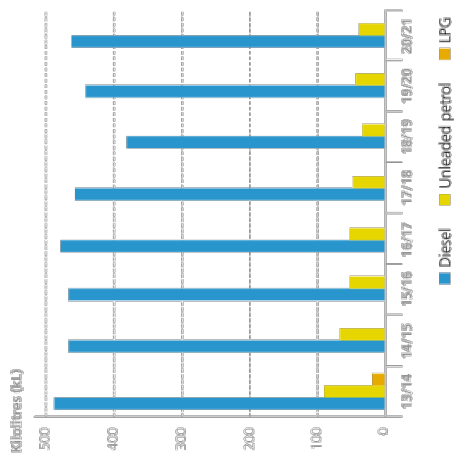
Total corporate greenhouse gas emissions relates to the amount of greenhouse gas emissions released from the operation of a Council's facilities and equipment. This generally includes the emissions from consuming fuel, electricity and water – emissions from burying organics in landfill is included as it is currently too difficult to measure. Emissions have been calculated using the Australian Government's National Greenhouse and Energy Reporting framework (NGER). The reduction in emissions can be attributed to the Waits Working Better project that was implemented in the 2014-15 and 2015-16 financial years. You will see fleet emissions have increased by 3.5% since last financial year (1,213 tCO2-e to 1,255 tCO2-e). Station emissions (electricity & gas combined) have decreased by 14% since the previous financial year (2,056 tCO2-e to 1,757 tCO2-e). This has resulted in an overall decrease of corporate emissions by 8% from the previous financial year. Reductions in energy use can be contributed to Government lockdowns (building & facilities not in full operation), combined with energy efficiency/reduction initiatives, such as solar & LED light upgrades. \*The electricity and gas data completeness within this report has been independently verified as being 93% and 97% respectively.

Figure 2 Stationary energy consumption



Stationary energy is expressed in kilo Watt hours (kWh) and Mega Joules (MJ) and includes the consumption of electricity (kWh) and natural gas (MJ) from all facilities that are paid for by Council. This excludes Committees of Management and some leased facilities. The significant reduction in electricity consumption from 2013-14 to 2018-19 can be attributed to the Waits Working Better project, Solar system installations (totalling 178.3kW) and LED Light upgrades with the Cobram office buildings. The increase in gas consumption is due to the takeover of utilities on Councils YMCA managed buildings, specifically the Numurkah indoor pool. Councils electricity consumption has decreased by 2% since the previous financial year (1,810,420kWh to 1,769,550kWh). This has been due to the closure of Council buildings and an increase in staff working from home as a result of the States lockdown restrictions. Councils gas consumption has decreased by 30% since the previous financial year. This decrease in gas consumption can be contributed to lockdown restrictions, specifically due to the Numurkah Aquatic Centre not fully operating due to restricted operating hours.

Figure 1 Transport energy consumption



Transport energy is expressed in kilolitres (kL) and includes the consumption of all fuels used in vehicles and plant owned and operated by Council. This includes diesel, petrol and gas. This graph demonstrates that LPG fuelled vehicles are no longer in use while improved efficiencies within the vehicle market has reduced the consumption of unleaded petrol. Councils diesel fuel consumption has increased by 5% since the previous financial year (444kL to 465kL). This has been due to an increase in construction works associated with the number capital works projects completed during the recent financial year. Councils unleaded fuel consumption has decreased by 10% since the previous financial year (46kL to 41kL). This can be contributed to the increase in Council staff working from home due to lockdown restrictions. Overall, Councils fleet fuel consumption has increased by 3% from the previous financial year. Decreasing emissions from fleet in the coming years should be a priority.



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ATTACHMENT No [1] - Environmental Sustainability Strategy Annual Report 2020/21

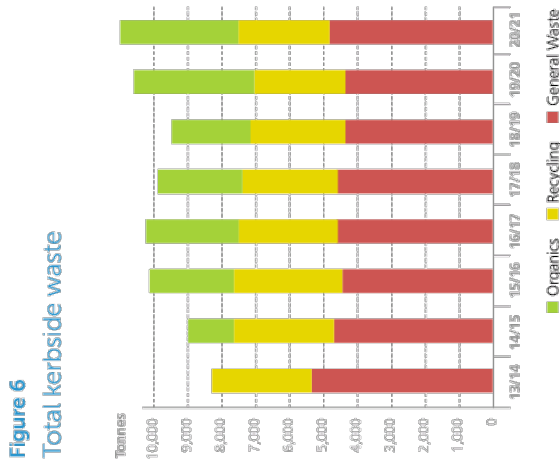


Figure 6  
Total kerbside waste

Total kerbside waste breakdown includes the general waste, recycling and organics from kerbside collection within the local government area. Recycling and organics are known as diversions from landfill and will be reprocessed into a useable commodity whereas general waste is buried in landfill.

This graph demonstrates a small reduction in kerbside waste to landfill as a result of the kerbside organics service that was introduced in December 2014. The increase of organic waste is due to an additional 3000 services being introduced in late 2019 and an increase in rainfall for 2021. There has also been an increase in both general waste and recycling, possibly due to more people working and schooling from home during lockdown restrictions.

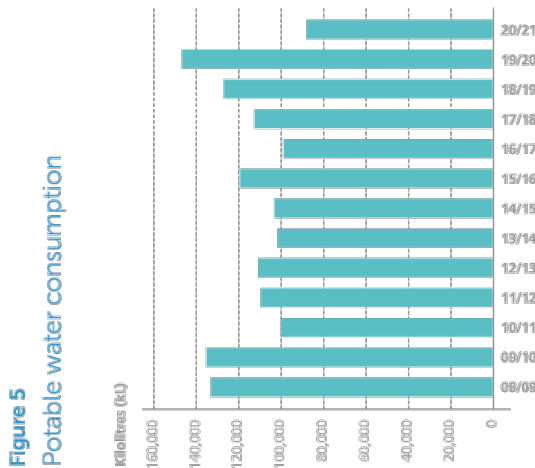


Figure 5  
Potable water consumption

Potable water is expressed in kilolitres (kL) and includes all water consumed at a Council facility (excluding raw water). A Sustainable Water Use Plan was adopted in 2006 and then significant works were undertaken from 2006-2010 to upgrade infrastructure to more efficient systems – as seen in the graph. Council has added YMCA managed buildings, including pools, also contributing to the increase in water consumption, although this financial year has seen a decrease by 40% since the previous financial year (145,745kL to 87,48kL). The potential reason for this decrease may be due to the above average rainfall experienced in 2021 across the region during winter and spring. Councils aquatic centres and outdoor pools have also been operating with reduced hours due to lockdown restrictions.

\*At the time that this data analysis occurred (22nd October 2021), only 85% completeness of the potable water invoices was available. The 2020/21 financial year potable water consumption figure may need to be adjusted next year, due to the reduced data availability at the time of reporting.

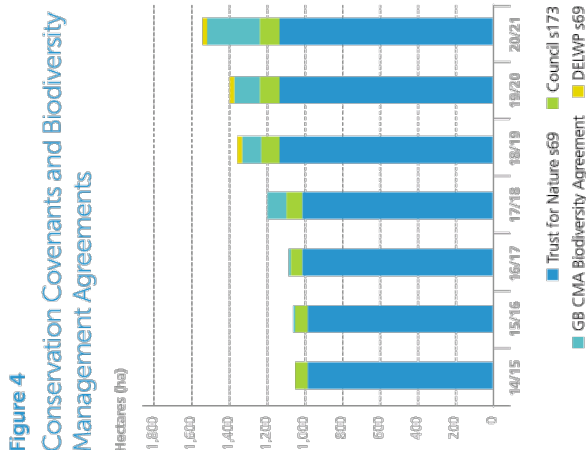


Figure 4  
Conservation Covenants and Biodiversity Management Agreements

Total area of covenanted land includes private property within the local government area that have a 10 year Biodiversity Management Agreements with GB CMA (279.80ha); s69 Trust For Nature (TFN) conservation covenant (1132.57ha); s69 DELWP conservation covenant (25.32ha) and s173 Council conservation covenant (103.27ha). The s69 and s173 conservation covenants are registered on title providing permanent protect for native vegetation, including habitat for plants and wildlife.

The 10-year management agreements with GB CMA, provide temporary protection and enhance the quality of native vegetation. On the conclusion of the 10 year management agreement landholders are encouraged to enter into another 10 agreement or s69 agreement with TFN or DELWP.

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2020/21**

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**ENVIRONMENTAL SUSTAINABILITY REPORT 2020/21 (cont'd)**

**ATTACHMENT No [2] - Environmental Sustainability Strategy 2017-2021 Summary**

**Environmental Sustainability Strategy**  
2017-2021 Summary



Focus Area	Performance Indicators	Brief Summary 2017-2021
<b>Environmentally accountable Council</b>  	Waste from Council activities is reduced.	✔ Office general waste reduced by nearly 50% by introducing waste stations, additional recycling options and regular education.
	Council's consumption of energy (by vehicles and office-based activities) is reduced.	✔ Electric vehicle feasibility study. Solar installation on numerous council buildings, LED light upgrades and heating and cooling upgrades.
	Ecologically Sustainable Design Principles are considered in the planning stage of all Council projects (capital works, subdivisions, new buildings, building renovation).	✔ Work with Operations, Planning and Infrastructure to continue to improve design and provide advice.
	Environmental sustainability features in the Council Plan and other Council Strategies as they are reviewed and updated	✔ Input for Economic Development Strategy, Municipal Public Health and Wellbeing Plan 2021-2025, Council Plan 2021-2025.
	Environmental sustainability is considered across all areas of Council, in all decisions and in project implementation.	✔ New staff education, continued work with various departments to encourage more sustainable products and practices.
<b>Community engagement</b>  	75% of schools in Moira have been involved in environmental sustainability projects.	✔ Continue to increase involvement with Moira Shire schools eg. Waste and Recycling sessions, Sustainability Expos, Schools Tree Day.
	25% increase in business sector involvement in environmental sustainability projects.	✔ Continue to increase involvement with the Moira business sector via Economic Development, eg. Environmental Upgrade Agreements, Responsible Cafes, Real Estates.
	Moira's environment and environmentally sustainable living are celebrated.	✔ Public community events, library activities, Waste and Recycling sessions with community groups.
<b>Partnerships</b>  	Key stakeholders continue to endorse partnerships for implementing the ESS (e.g. Environmental Sustainability Advisory Committee).	✔ Environmental Sustainability Advisory Committee continued to meet quarterly but haven't recently due to lockdown restrictions.
	Funding 'won' (and shared), from government and 'non-traditional' sources.	✔ Continued investigation into opportunities. Roadside Weed Control program annually funded.
	Council participates in 20 partnership projects annually.	✔ Continued participation in annual projects.
	Cooperation agreement for delivery of environmental activities developed and signed by key partners.	✔ Signed MOU in regards to controlled burns, installation of hydration stations, Nathalia IWM plan, communities combating weeds and pest animals during drought program.
	Partnership program established to enhance Moira Shire section of the River Murray e.g. RiverConnect.	✔ Stage 1 complete of RiverConnect program.
<b>Climate change – adaptation and mitigation</b>  	Moira Shire Council corporate Emissions Reduction Plan developed and implemented.	✔ Corporate Emissions Reduction Plan (2018-2021) successfully developed and is continuing to be implemented. Since development, 218kW's of solar has been installed across six Council owned and managed buildings.
	25% of Council's electricity is from renewable sources.*	✔ On July 1, 2021, Council began procuring a portion of their electricity supply through the VECO project. Council's large market and streetlight assets make up 46% of total energy consumption and are being powered by 100% renewable energy sources.
	Greenhouse gas emissions are reduced by a further 20% on 2016 levels.*	✔ Council's Greenhouse Gas (GHG) emissions in 2021 have fallen by 15% below 2016 levels. Unfortunately this 20% reduction target has not quite been met, however the commencement of the VECO project will significantly reduce council's emissions next financial year.
	Two community based energy efficiency and/or renewable energy projects.	✔ Two community projects include a 11kW solar system at the Waaia Recreation Reserve and a 4kW solar system on the Nathalia Angling Club.
<b>Conservation of biodiversity</b>  	Increased the area under conservation covenants and biodiversity management agreements in Moira Shire from 2016 levels by an average of 10% per year over 4 years.	✔ Achieved an increase area under conservation covenants and biodiversity management agreements of approximately 10% per annum, totalling 342ha of land protected.
	Actively supported a minimum of two large-scale multi-partner programs per year which deliver biodiversity conservation outcomes.	✔ Supported Our Catchment Our Communities - Linking Lower Goulburn Project, Broken Boosey Conservation Management Network, a controlled burn of Three Chain Road and activities to enhance the management of a critically endangered grassland community, communities combating weeds and pest animals during drought program and the Drought Employment Program.
	Achieved a 'net gain' in native vegetation for Council activities.	✔ Native vegetation losses associated with Council activities have been offset in accordance with the Native Vegetation Regulation 2017. Council has also increased our planting program with approximately 10,000 seedlings planted in 2020 and 2021 on Council managed land.
<b>Sustainable management of water</b>  	Improved Council contributions to instream and wetland water quality.	✔ Supported the Wetland Management Group, Regional Water Monitoring Partnership, Goulburn Broken Regional Water Quality Monitoring Working Group and Integrated Water Management North East and Goulburn Broken Forums. Provided financial support for the Salinity Public Asset Control works for surface and subsurface management. Improved wetland stormwater treatment ponds at JC Lowe Oval Yarrawonga, Gemmil St Basin Cobram and Rowe St Basin Numurkah.
	Stormwater management meets State Environment Protection Policy (Waters of Victoria) minimum requirements.	✔ All permits issued by Council for subdivisions and developments comply with the State Environment Protection Policy. Reviewed the Urban Stormwater Management Plan (2019), 2020 review of the 2002 Urban Stormwater Management Plan and developed a new drainage strategy for Yarrawonga.
	All Council assets have efficient water supplies through technology and governance improvements.	✔ In 2019 a review of Council's irrigation water users and assets was undertaken. This project was known as the Rural Water Review (2019) and provided useful recommendations on achieving water and energy saving measures at Council's community managed recreational facilities. The recommendations from this review are currently being implemented, including a water use review by an external consultant at 27 recreation reserves across the shire.
<b>Sustainable management of waste</b>  	Finalised and implemented Waste Management Business Plan.	✔ Implementation continued.
	Increased diversion from landfill across our three main waste streams: a. Municipal solid waste; b. Commercial and industrial; and c. Construction and demolition.	✔ Increased recycling options for residents, electronic waste ban from landfill, kerbside organics increase by 3,000 households.
	Greenhouse gas emissions from landfill have declined from 2016 levels.	✔ Increase of organic material diverted from landfill and continued education.

For further information please see the ESS 2017-21 annual reports.

\*To be confirmed through the development of an emissions reduction plan.

FILE NO:  
3. A CLEAN GREEN ENVIRONMENT

ITEM NO: 10.3.3  
(MANAGER SUSTAINABILITY, SCOTT  
DRAPER)  
(GENERAL MANAGER COMMUNITY, SALLY  
RICE)

## PLEDGE FOR THE GOULBURN BROKEN REGIONAL CATCHMENT STRATEGY

### Recommendation

That Council:

1. Pledges its support for the Goulburn Broken Catchment Management Authority Regional Catchment Strategy.

### 1. Executive Summary

Over the last 12 months the Goulburn Broken Catchment Management Authority (GBCMA) has been consulting with the community and government agencies on their updated Regional Catchment Strategy (RCS). This process is now complete and is ready to be submitted to the Minister for Water for its final endorsement. The strategy is an online strategy and can be seen at <https://goulburnbroken.rcs.vic.gov.au/>

The Goulburn Broken Catchment Management Authority has requested that stakeholders in the region now pledge their support for the Strategy.

This report recommends that Council pledges its support to the GBCMA Regional Catchment Strategy.

### 2. Conflict of interest declaration

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

### 3. Background & Context

As part of Victoria's catchment management framework each of the Catchment Management Authorities is required to produce a RCS. These strategies are the integrated planning framework for the management of land, water and biodiversity resources within each Catchment area. They seek to integrate community values and regional priorities with state and federal legislation of policies.

Each strategy is required to identify:

- the region's land, water and biodiversity resources and how they are used
- the nature, causes, extent and severity of land degradation of catchments
- a long term vision for the region
- regionally significant land, water and biodiversity assets and landscapes
- Catchment condition objectives
- a program of management measures for the life of the strategy

This Strategy will guide actions to improve and protect the Goulburn Broken Catchment's land, water, biodiversity and community between 2021 and 2027. The strategy is an online strategy and can be seen at <https://goulburnbroken.rcs.vic.gov.au/>

### 4. Issues

This Strategy looks at the current situation, principals to guide change, priority directions for the next 6 years and what success will look like in 2040. Declaring our support for the Strategy at

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(MANAGER SUSTAINABILITY, SCOTT  
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RICE)

## PLEDGE FOR THE GOULBURN BROKEN REGIONAL CATCHMENT STRATEGY (cont'd)

this stage does not require Council to commit to delivering specific actions it just signals our support for the RCS and our commitment to delivering the overarching goals.

### Environmental Sustainability

One of the overarching governance principles in section 9 of the Local Government Act 2020 is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

### Economic

Priority 6 in the RCS is “Broaden investment and contributions to natural resource management“ and under this there is a range of actions that support the development of new renewable industries, nature based tourism and increasing resilience to climate change.

### Social

The Strategy will involve many different community groups, traditional owners and government to deliver the actions from the Strategy and to increase environmental stewardship amongst our diverse communities. One of the principals to guide change is that these actions are community led.

### Environmental

The main aim of the strategy is to reverse the current decline in our natural resources in the Catchment. The RCS looks at the water, biodiversity, land and community and their current condition and how that can be reversed.

### Climate change

The RSC has direct climate change implications. It is planned to increase the resilience of our communities and mitigate the impacts of climate change. It will also help the Catchment Management Authority plan for the impacts of climate change on our natural environment and mitigate and adapt to those impacts.

## 5. Strategic Alignment

What strategy does the subject matter relate to?

### Council Plan

3. A clean green environment

### Council Plans and Policies

- The Council Plan 2021 – 25 under Pillar 3 is a clean green environment and that we will:
- protect and advocate for our environment to sustain biodiversity and enhance riverine landscapes
- be an environmentally sustainable organisation
- adapt and advocate for climate change and identify and respond to environmental challenges

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ITEM NO: 10.3.3  
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RICE)

## PLEDGE FOR THE GOULBURN BROKEN REGIONAL CATCHMENT STRATEGY (cont'd)

- our natural and outdoor spaces will provide quality habitat for plants and animals as well as be places for people to enjoy
- work with floodplain management partners to improve the flood resilience of the catchment's people, infrastructure, land, water and biodiversity

The declaration of support for the RCS support all of these objectives.

Regional, State and National Plans and Policies

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that regional, state and national plans and policies are to be taken into account in strategic planning and decision-making. It further states that Priority is to be given to achieving the best outcomes for the municipal community, including future generations.

This is a Strategy that has been developed by a Government body and is a requirement under the *Catchment and Land Protection Act 1994*.

### 6. Internal & External Engagement

Engagement	Feedback
Internal	Nil
External	Since late 2019 the GBCMA has engaged over 800 individual participants in 66 workshops to co-develop the strategy content. Stakeholders in this process have included the Taungurung Land and Water Council, Yorta Yorta Nation Aboriginal Corporations, government agencies, councils, groups and individuals who make up the diverse range of people that live, work, invest in and visit the region

### 7. Budget / Financial Considerations

There are no financial implications in relation to pledging our support to the RCS.

### 8. Risk & Mitigation

Risk	Mitigation
Financial	Nil
Economic (regional context or broader economic impact)	Nil
Environmental	Risk to environment if strategy not adhered to
Reputational	Nil
Legislative Compliance	Nil

### 9. Conclusion

That Council Pledges its support for the Goulburn Broken Catchment Management Authority Regional Catchment Strategy.

### Attachments

Nil

FILE NO: VARIOUS

ITEM NO: 14

**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.