

**SCHEDULED MEETING OF COUNCIL - 24 FEBRUARY 2021  
ATTACHMENTS**

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Murrindindi Shire Council

Planning Enquiries
Phone: (03) 5772 0317
Email: planning@murrindindi.vic.gov.au
Web: www.murrindindi.vic.gov.au

Office Use Only

VicSmart? [ ] YES [ ] NO

Specify class of VicSmart application:

Application No.: Date Lodged: / /

Application for a Planning Permit

If you need help to complete this form, read MORE INFORMATION at the back of this form.

Any material submitted with this application, including plans and personal information, will be made available for public viewing, including electronically, and copies may be made for interested parties for the purpose of enabling consideration and review as part of a planning process under the Planning and Environment Act 1987.

Questions marked with an asterisk (\*) must be completed.

If the space provided on the form is insufficient, attach a separate sheet.

Click for further information.

Clear Form

Application Type

Is this a VicSmart application?\*

[x] No [ ] Yes

If yes, please specify which

VicSmart class or classes:

If the application falls into one of the classes listed under Clause 92 or the schedule to Clause 94, it is a VicSmart application.

Pre-application Meeting

Has there been a pre-application meeting with a Council planning officer?

[ ] No [x] Yes

If 'Yes', with whom?: APPLICANT & COUNCIL STAFF

Date: JUNE 2020 day / month / year

The Land

Address of the land. Complete the Street Address and one of the Formal Land Descriptions.

Street Address \*

Unit No.: St. No.: 105 St. Name: PARSONS ROAD
Suburb/Locality: FAWCETT Postcode: 3714

Formal Land Description \*

Complete either A or B.

This information can be found on the certificate of title.

If this application relates to more than one address, attach a separate sheet setting out any additional property details.

A Lot No.: [ ] Lodged Plan [ ] Title Plan [ ] Plan of Subdivision No.: [ ]
OR
B Crown Allotment No.: 100 B Section No.: [ ]
Parish/Township Name: ALEXANDRA

# The Proposal

**⚠** You must give full details of your proposal and attach the information required to assess the application. Insufficient or unclear information will delay your application.

**i** For what use, development or other matter do you require a permit? \*

USE & DEVELOPMENT OF A DWELLING & ASSOCIATED WORKS ON A LOT LESS THAN 40 HECTARES TO BE USED IN ASSOCIATION WITH AN AGRICULTURAL LAND USE IN THE FARMING ZONE.

Provide additional information about the proposal, including: plans and elevations; any information required by the planning scheme, requested by Council or outlined in a Council planning permit checklist; and if required, a description of the likely effect of the proposal.

**i** Estimated cost of any development for which the permit is required \*

Cost \$ 200k.

**⚠** You may be required to verify this estimate. Insert '0' if no development is proposed.

If the application is for land within metropolitan Melbourne (as defined in section 3 of the Planning and Environment Act 1987) and the estimated cost of the development exceeds \$1 million (adjusted annually by CPI) the Metropolitan Planning Levy must be paid to the State Revenue Office and a current levy certificate must be submitted with the application. Visit [www.sro.vic.gov.au](http://www.sro.vic.gov.au) for information.

## Existing Conditions **i**

**Describe how the land is used and developed now \***

For example, vacant, three dwellings, medical centre with two practitioners, licensed restaurant with 80 seats, grazing.

FARMING LAND DEVOID OF BUILDINGS OR STRUCTURES

Provide a plan of the existing conditions. Photos are also helpful.

## Title Information **i**

**Encumbrances on title \***

Does the proposal breach, in any way, an encumbrance on title such as a restrictive covenant, section 173 agreement or other obligation such as an easement or building envelope?

- Yes (If 'yes' contact Council for advice on how to proceed before continuing with this application.)
- No
- Not applicable (no such encumbrance applies).

Provide a full, current copy of the title for each individual parcel of land forming the subject site. The title includes: the covering 'register search statement', the title diagram and the associated title documents, known as 'instruments', for example, restrictive covenants.

# Applicant and Owner Details i

Provide details of the applicant and the owner of the land.

## Applicant \*

The person who wants the permit.

Name:		
Title: <u>MR</u>	First Name: <u>TONY</u>	Surname: <u>DONDEKS</u>
Organisation (if applicable): <u>% PLANNING CENTRAL</u>		
Postal Address: <small>If it is a P.O. Box, enter the details here:</small>		
Unit No.:	St. No.:	St. Name: <u>P.O. Box 2301</u>
Suburb/Locality: <u>OAKLEIGH</u>	State: <u>VIC</u>	Postcode: <u>3166</u>

Please provide at least one contact phone number \*

<b>Contact information for applicant OR contact person below</b>	
Business phone:	Email:
Mobile phone:	Fax:

Where the preferred contact person for the application is different from the applicant, provide the details of that person.

<b>Contact person's details*</b>		Same as applicant <input type="checkbox"/>
Name:		
Title: <u>MR</u>	First Name: <u>GLENN</u>	Surname: <u>KELL</u>
Organisation (if applicable): <u>PLANNING CENTRAL</u>		
Postal Address: <small>If it is a P.O. Box, enter the details here:</small>		
Unit No.:	St. No.:	St. Name: <u>P.O. Box 2301</u>
Suburb/Locality: <u>OAKLEIGH</u>	State: <u>VIC</u>	Postcode: <u>3166</u>

## Owner \*

The person or organisation who owns the land

Where the owner is different from the applicant, provide the details of that person or organisation.

Name:		Same as applicant <input type="checkbox"/>
Title:	First Name: <u>M.W A.J</u>	Surname: <u>PARSONS PARSON</u>
Organisation (if applicable):		
Postal Address:		
Unit No.:	St. No.:	
Suburb/Locality:		
Owner's Signature (Optional):		Date: <input type="text"/>
		<small>day / month / year</small>

## Information requirements

Contact Council's planning department to discuss the specific requirements for this application and obtain a planning permit checklist.

Is the required information provided?

Yes  No

## Declaration i

This form must be signed by the applicant \*

**⚠** Remember it is against the law to provide false or misleading information, which could result in a heavy fine and cancellation of the permit.

AGENT FOR THE



I declare that I am the applicant; and that all the information in this application is true and correct; and the owner (if not myself) has been notified of the permit application.

Signature:  <u>0</u>	Date: <u>14/9/2020</u> <small>day / month / year</small>
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## Checklist

Have you:

REFER TO  
COVER  
LETTER

<input checked="" type="checkbox"/>	Filled in the form completely?	
<input type="checkbox"/>	Paid or included the application fee?	 Most applications require a fee to be paid. Contact Council to determine the appropriate fee.
	Provided all necessary supporting information and documents?	
<input checked="" type="checkbox"/>	A full, current copy of title information for each individual parcel of land forming the subject site.	
<input checked="" type="checkbox"/>	A plan of existing conditions.	
<input checked="" type="checkbox"/>	Plans showing the layout and details of the proposal.	
<input checked="" type="checkbox"/>	Any information required by the planning scheme, requested by council or outlined in a council planning permit checklist.	
<input checked="" type="checkbox"/>	If required, a description of the likely effect of the proposal (for example, traffic, noise, environmental impacts).	
<input checked="" type="checkbox"/>	If applicable, a current Metropolitan Planning Levy certificate (a levy certificate expires 90 days after the day on which it is issued by the State Revenue Office and then cannot be used). Failure to comply means the application is void.	
<input checked="" type="checkbox"/>	Completed the relevant council planning permit checklist?	
<input checked="" type="checkbox"/>	Signed the declaration above?	

## Need help with the Application?

If you need help to complete this form, read [More Information](#) at the end of this form.

For help with a VicSmart application see [Applicant's Guide to Lodging a VicSmart Application](#) at [www.planning.vic.gov.au](http://www.planning.vic.gov.au)

General information about the planning process is available at [www.planning.vic.gov.au](http://www.planning.vic.gov.au)

Assistance can also be obtained from Council's planning department.

## Lodgement

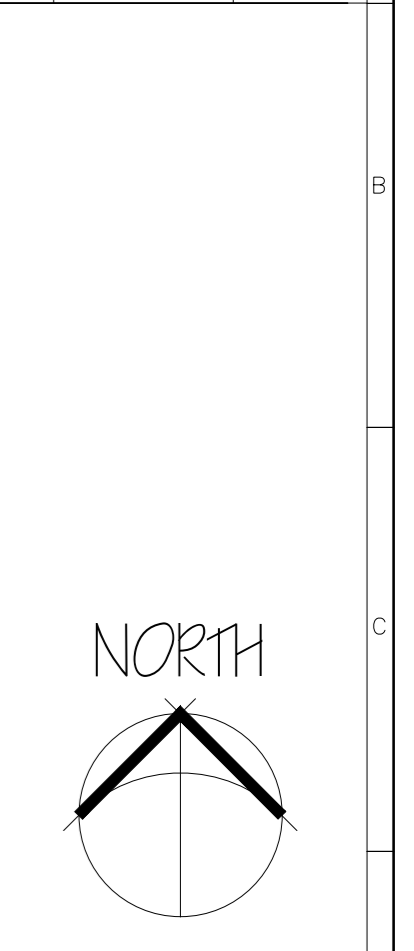
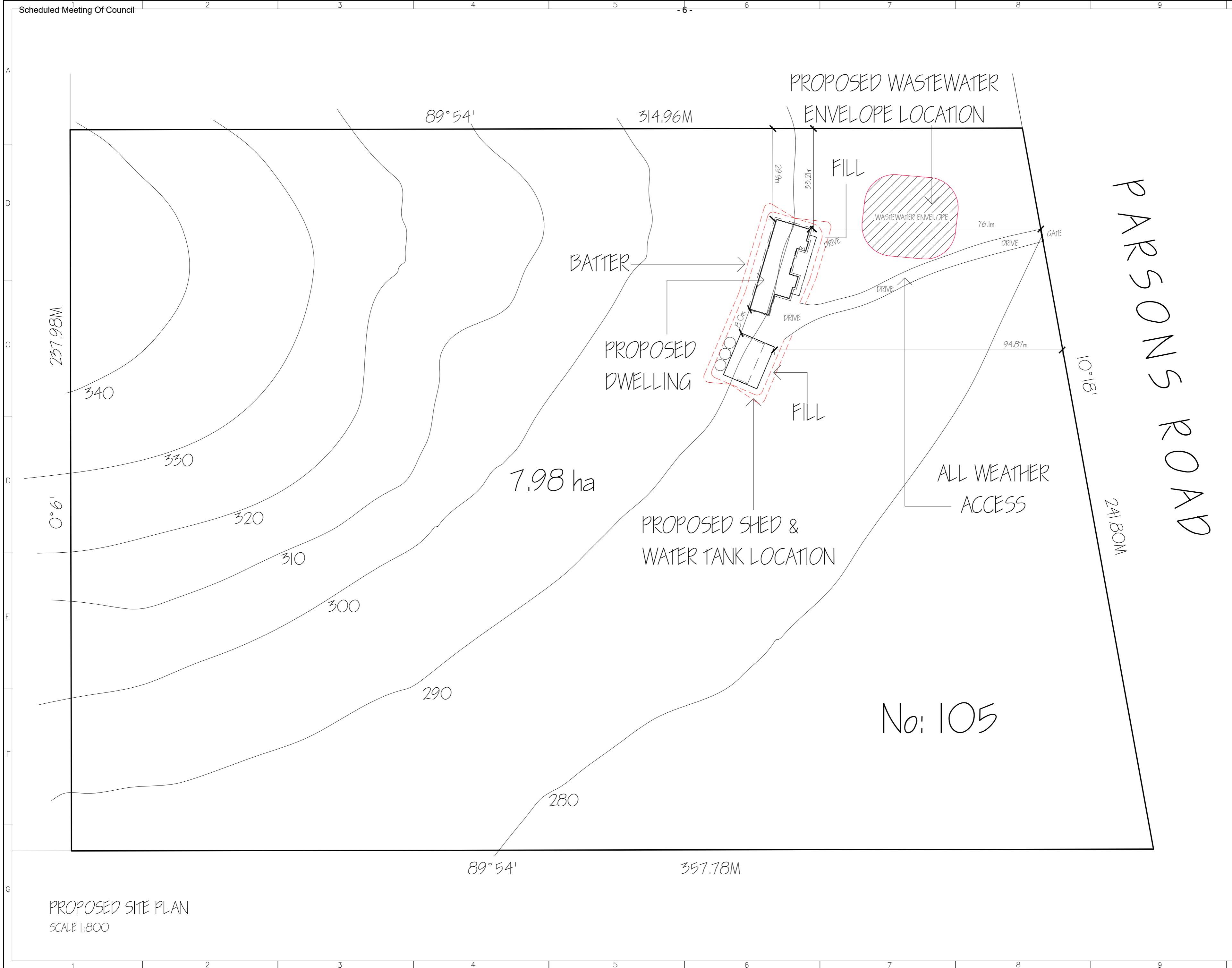
Lodge the completed and signed form, the fee and all documents with:

Murrindindi Shire Council  
PO Box 138  
Alexandra VIC 3714  
Shire Offices  
Perkins Street  
Alexandra VIC 3714

**Contact information:**  
Phone: (03) 5772 0317  
Fax: (03) 5772 2291  
Email: [planning@murrindindi.vic.gov.au](mailto:planning@murrindindi.vic.gov.au)

Deliver application in person, by post or by electronic lodgement.

ISSUE	REVISION DESCRIPTION	DATE
A	CONCEPT DESIGN	04/08/2020
B	CONCEPT DESIGN	06/08/2020



**Important Notes:**  
 Figured Dimensions take precedence. It is the builders and all sub-contractors responsibility to verify all dimensions, levels, and existing conditions on site prior to commencement of any works and ordering of any materials. Any discrepancies are to be reported to this office before proceeding with work. These drawings shall not be altered in any form without written permission. © Copyright 2020 NewScope Building Design. No part may be reproduced or modified without written consent of NewScope Building Design.

**Project:**  
 New Residence  
 Project Address:  
 105 Parsons Road  
 Fawcett 5714  
 For:  
 Mr Tony Donders

**Drawing:**  
 Concept Design

**Drawn:** P.H. **Melways Ref:** 62 C3

**Checked:** P.H. **Sheet Size:** A2

**Date:** 06/08/2020 **Rev:** B

**Sheet:** 1 of 4

**Job Number:** D20-95

**Building Practitioner Registration:** DP-AD 41361



PROPOSED SITE PLAN  
 SCALE 1:800

No: 105

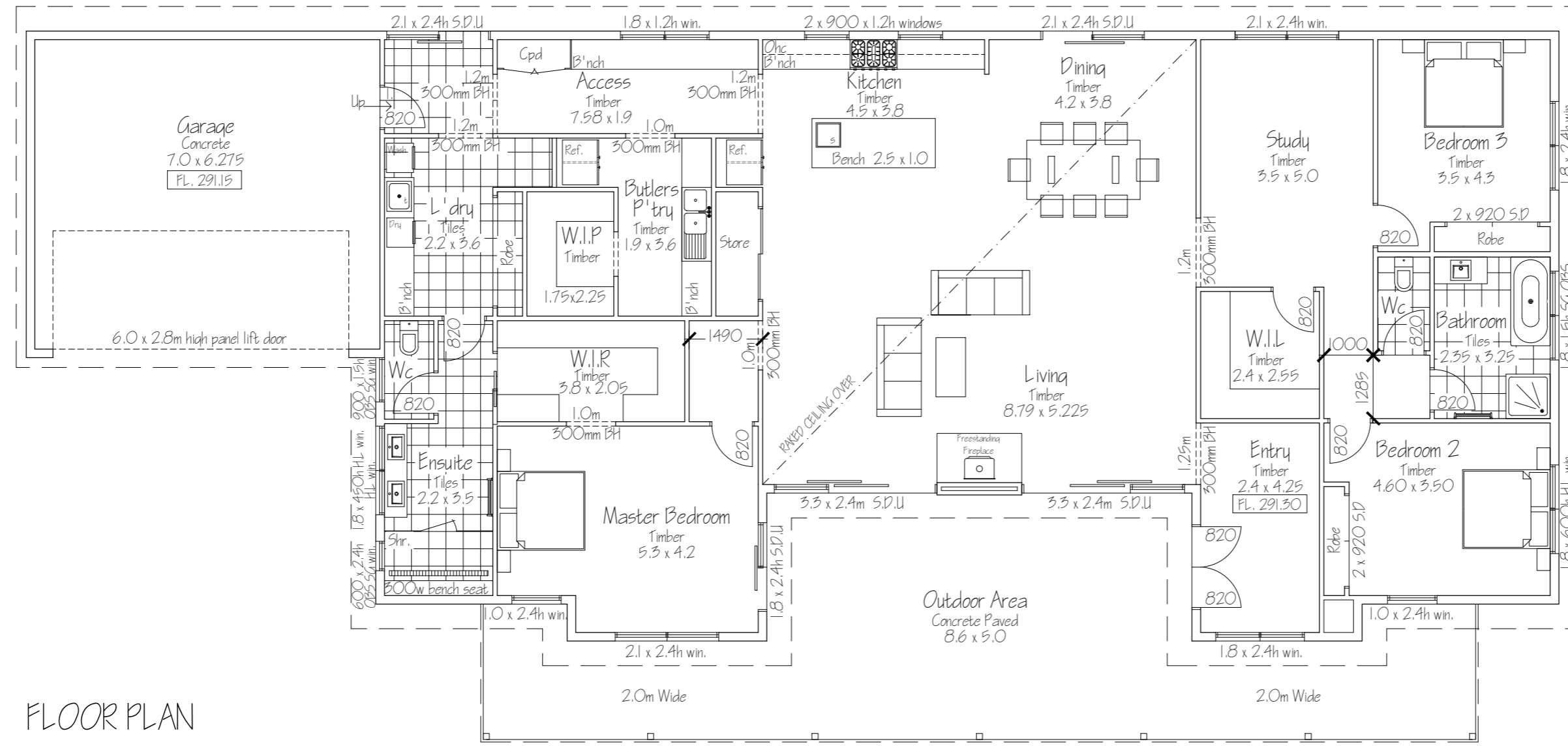
DWELLING AREA SCHEDULE

DWELLING	264.00 m <sup>2</sup>	(28.41 sq' s)
GARAGE	48.13 m <sup>2</sup>	(5.18 sq' s)
OUTDOOR AREA	69.11 m <sup>2</sup>	(7.43 sq' s)
TOTAL PROPOSED	381.24 m <sup>2</sup>	41.03 sq' s

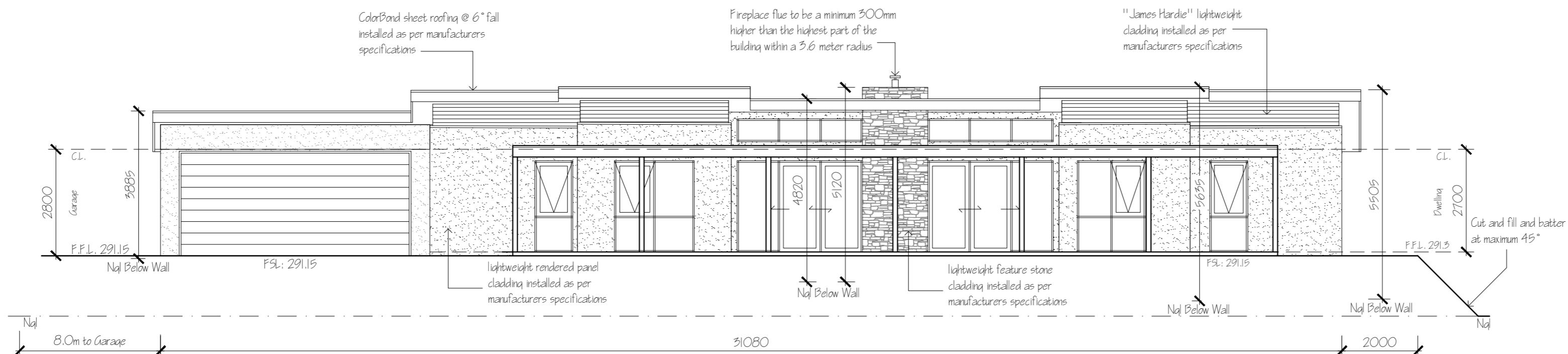
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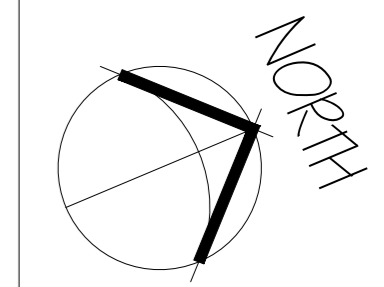
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FLOOR PLAN  
SCALE 1:100



EAST ELEVATION  
SCALE 1:100



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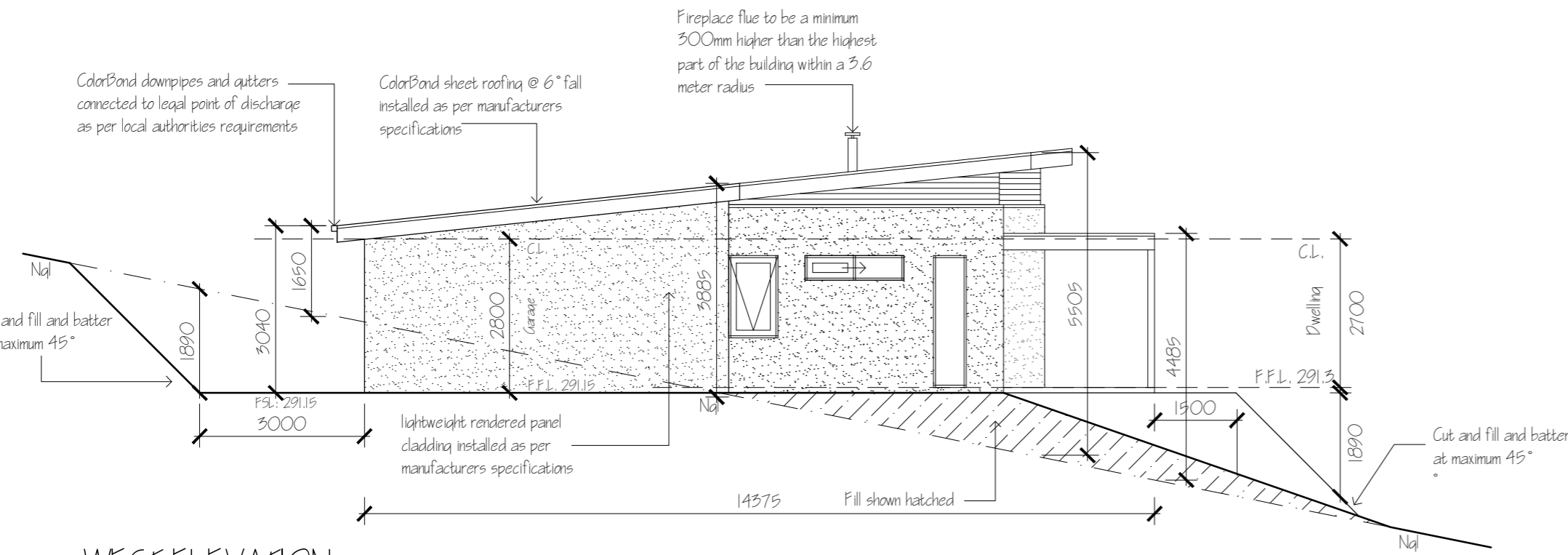
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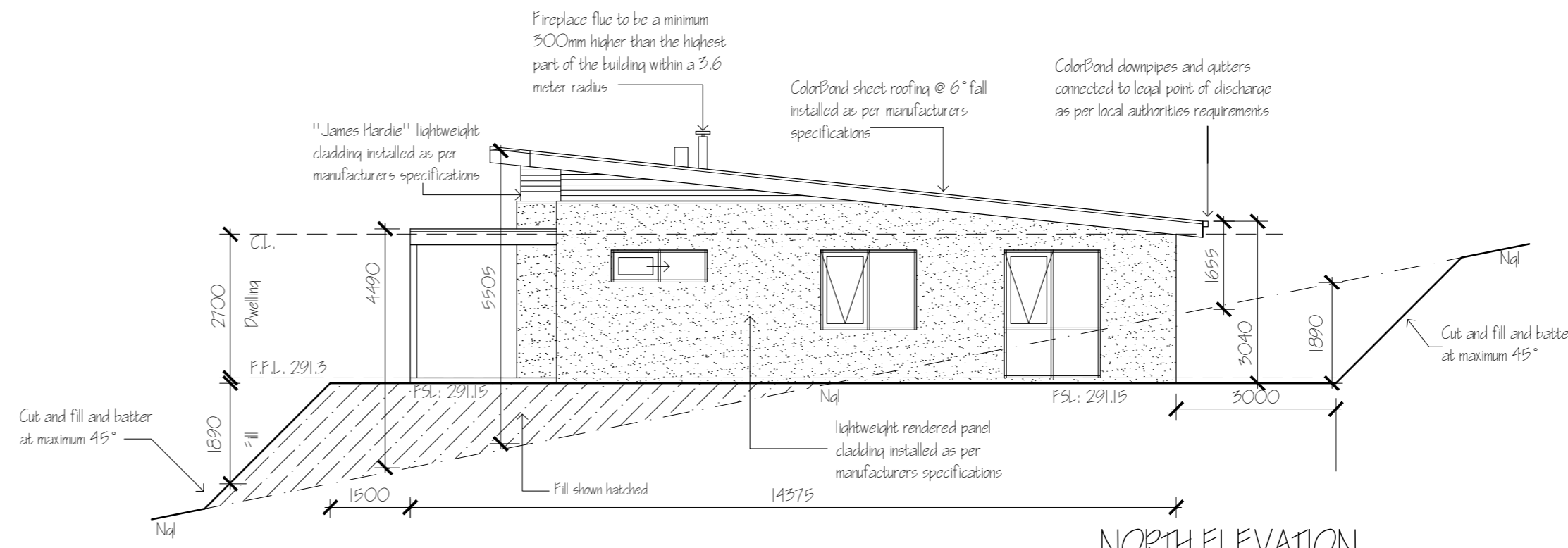


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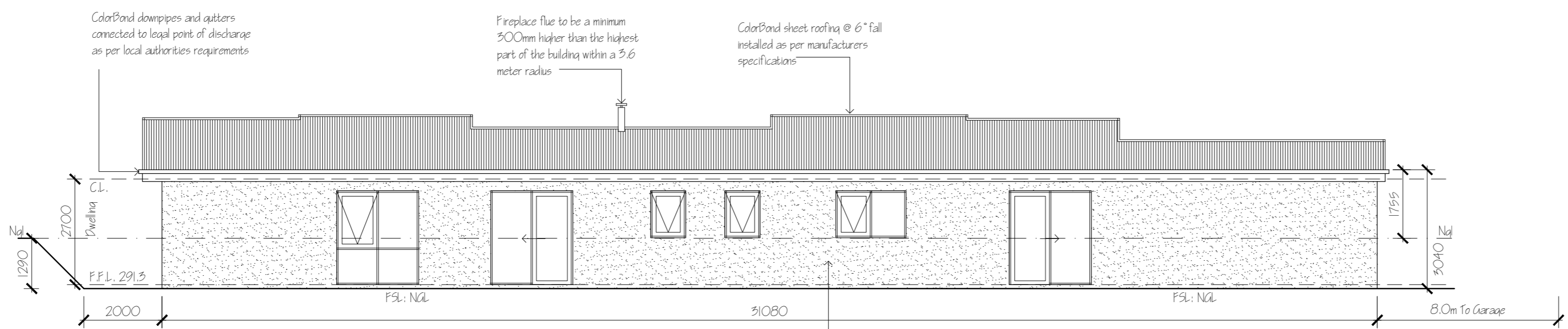
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WEST ELEVATION  
SCALE 1:100



NORTH ELEVATION  
SCALE 1:100



SOUTH ELEVATION  
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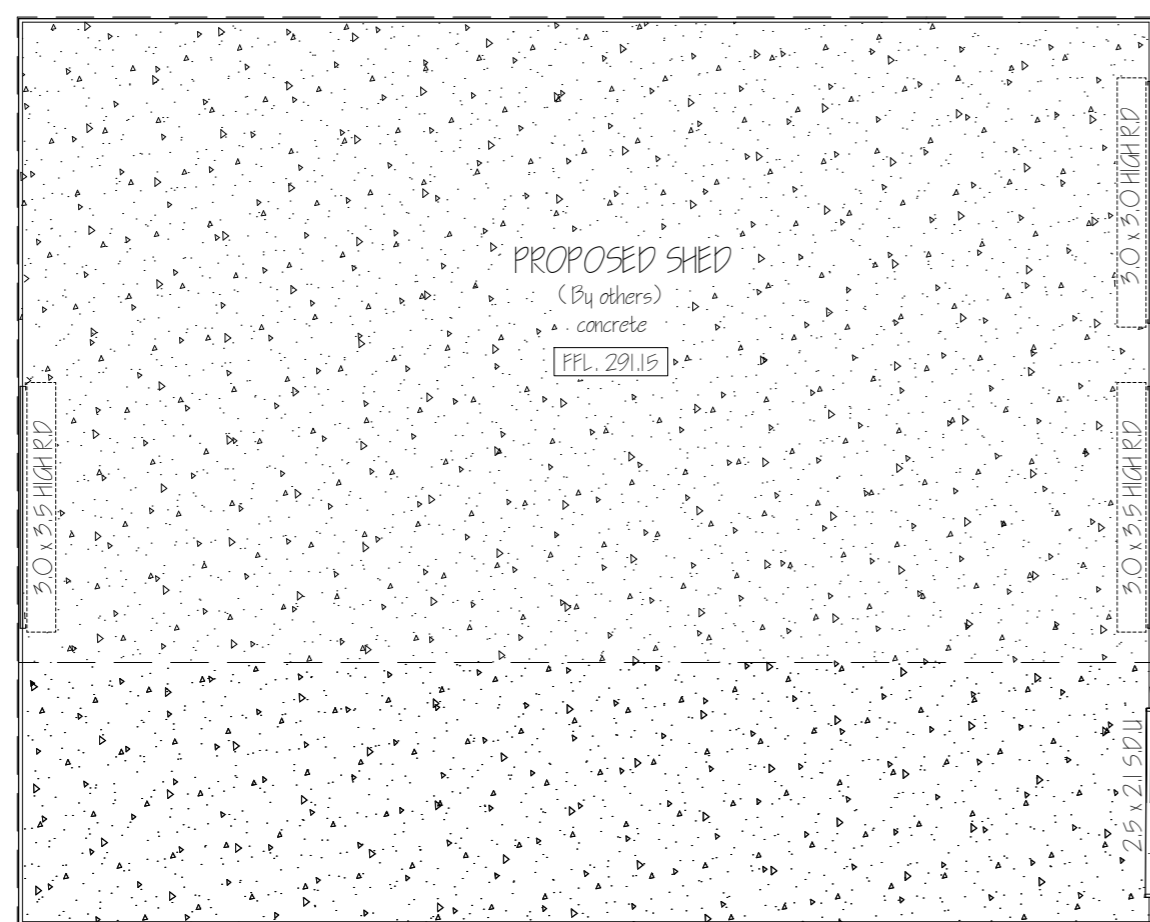
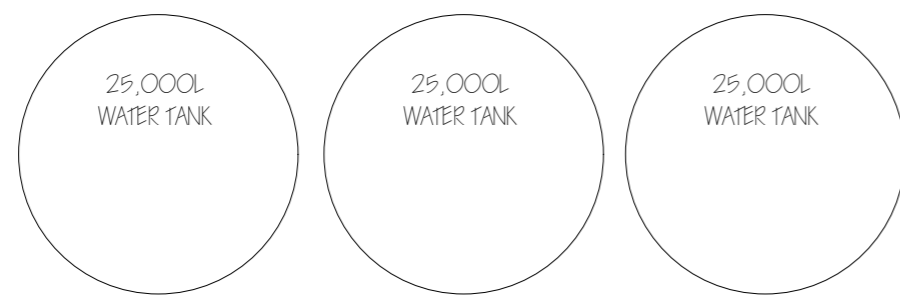
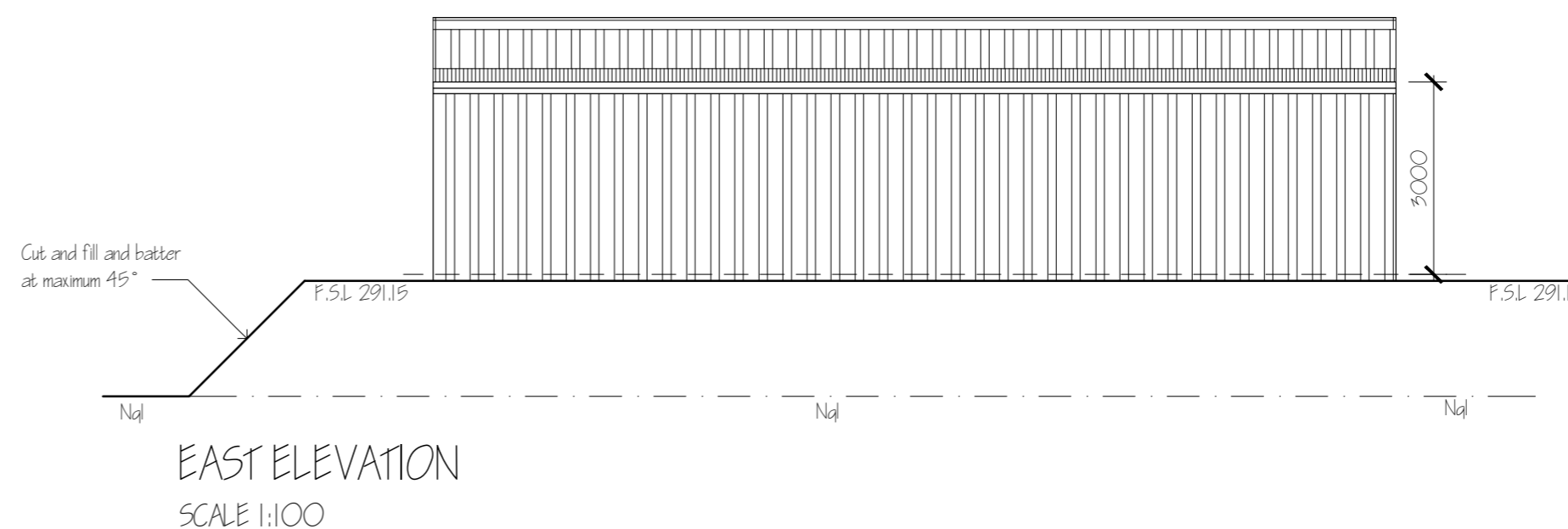
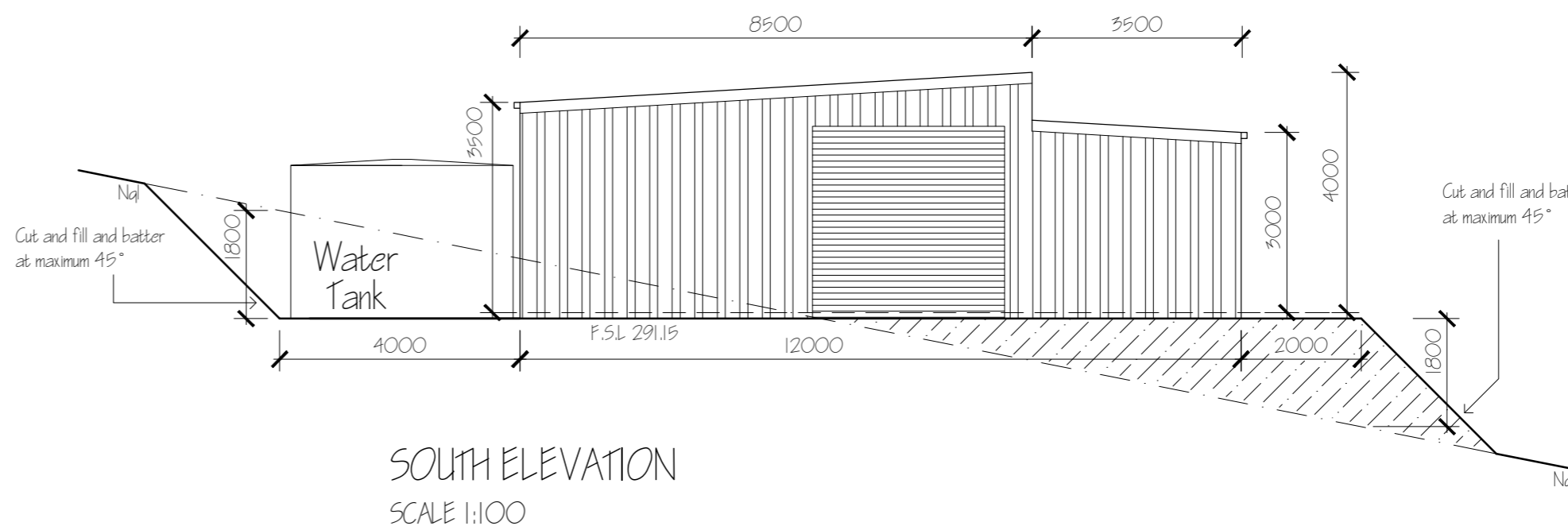
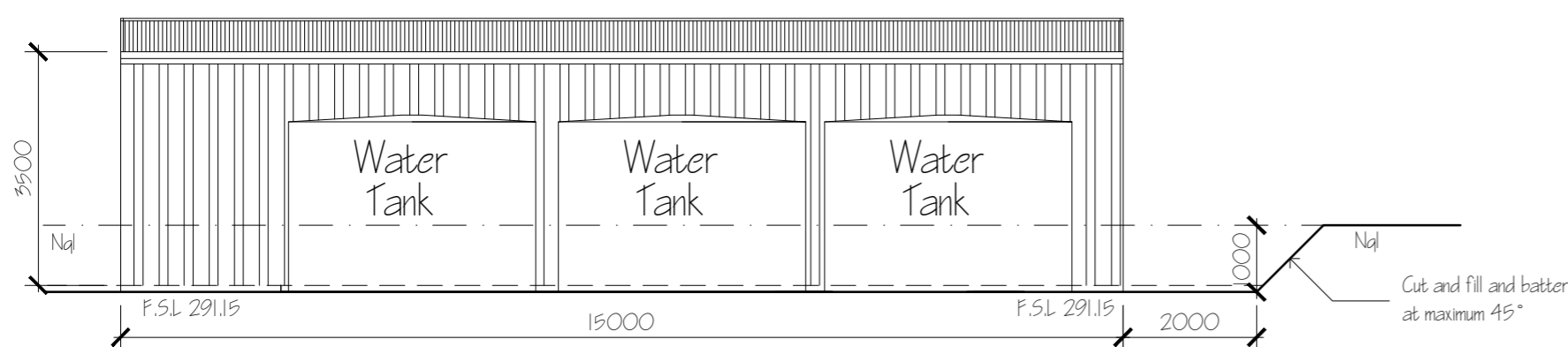


SHED AREA SCHEDULE

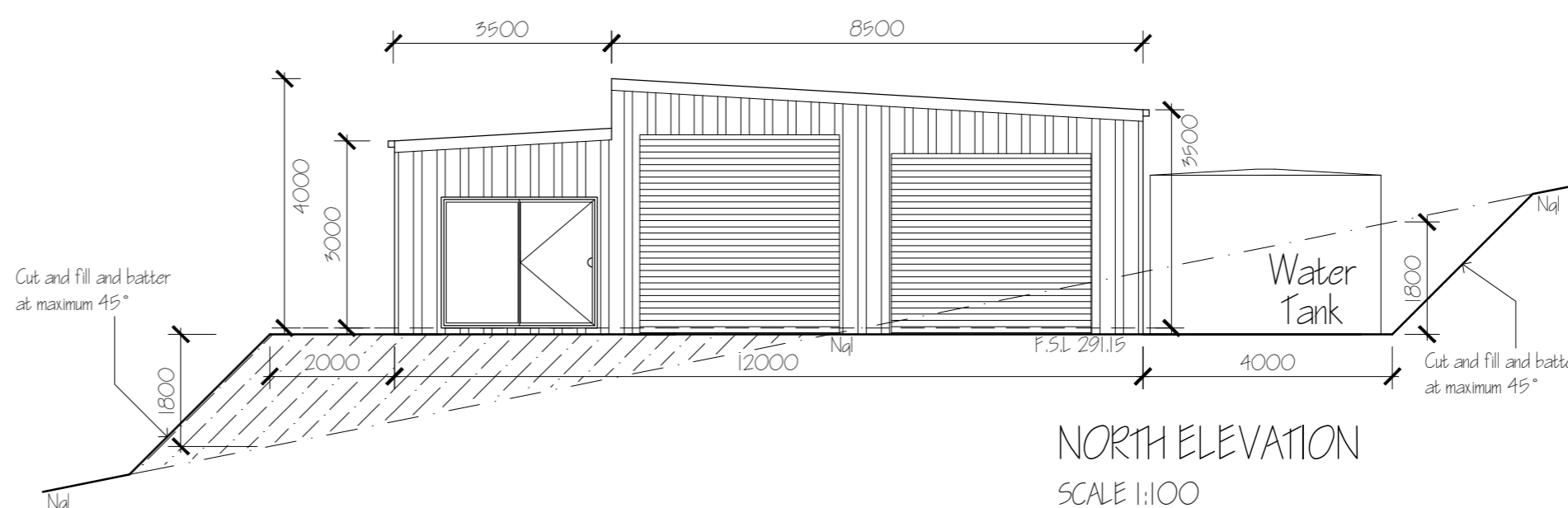
SHED	180.00 m <sup>2</sup> (19.37 sq's)
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ISSUE	REVISION DESCRIPTION	DATE
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PROPOSED SHED FLOOR PLAN  
SCALE 1:100



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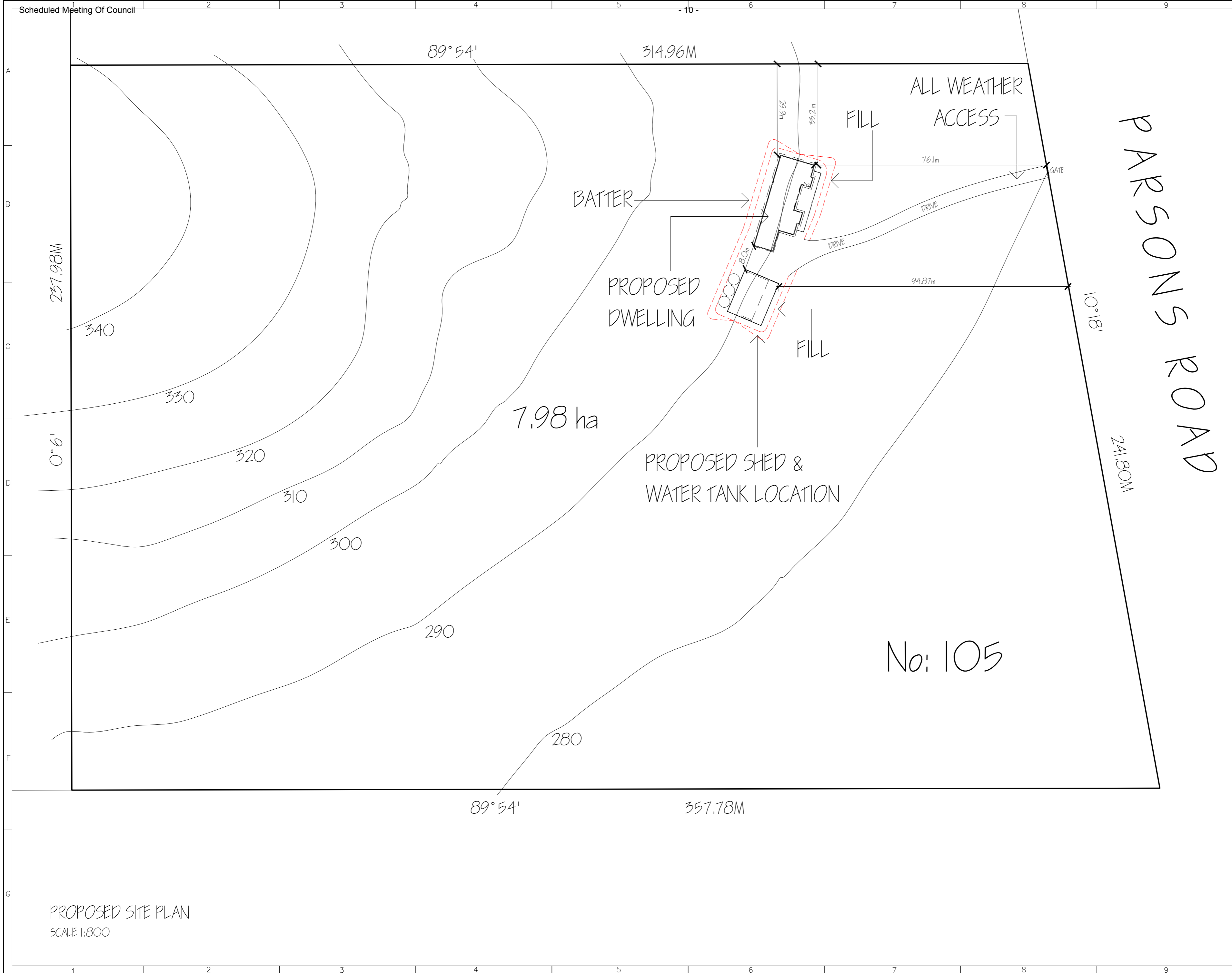
Date: 06/08/2020 Rev: B

Sheet: 4 of 4

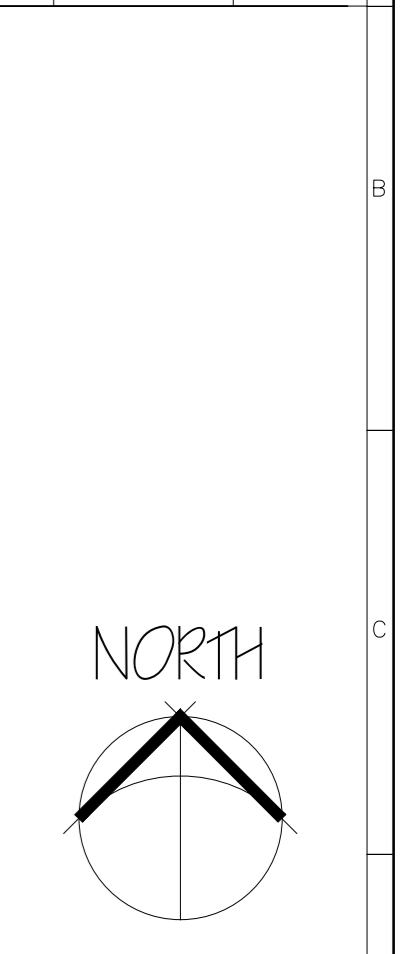
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PROPOSED SITE PLAN  
SCALE 1:800

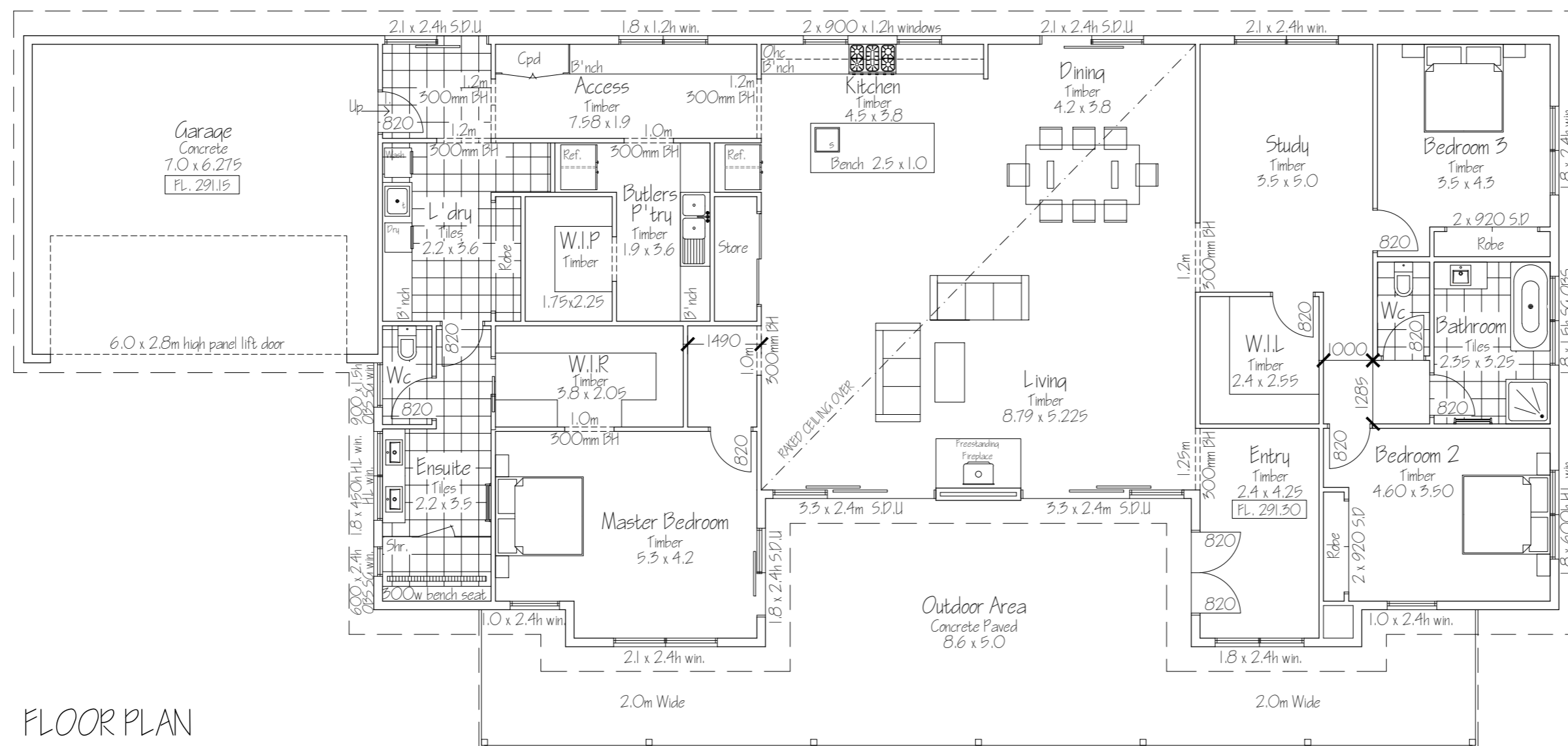
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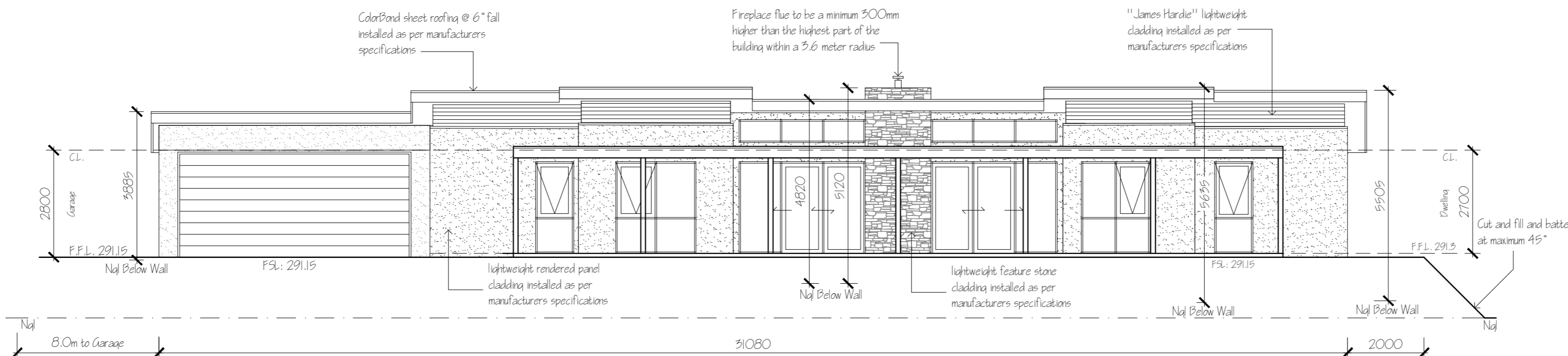
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FLOOR PLAN  
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EAST ELEVATION  
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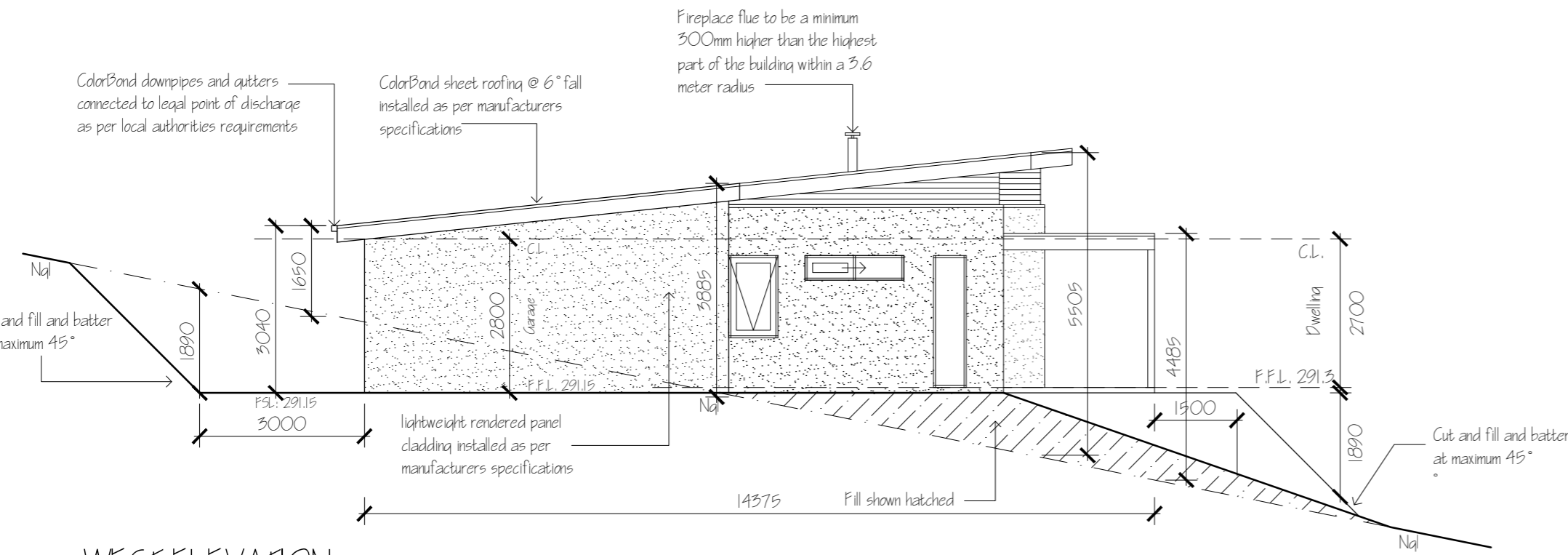
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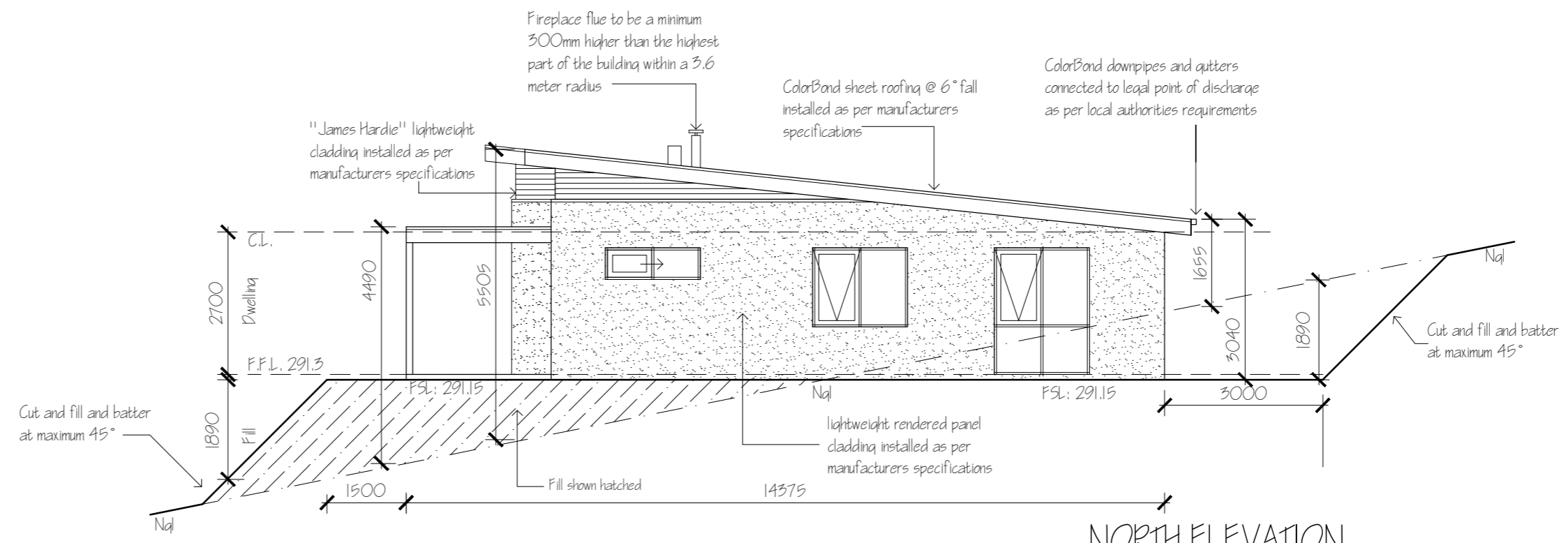


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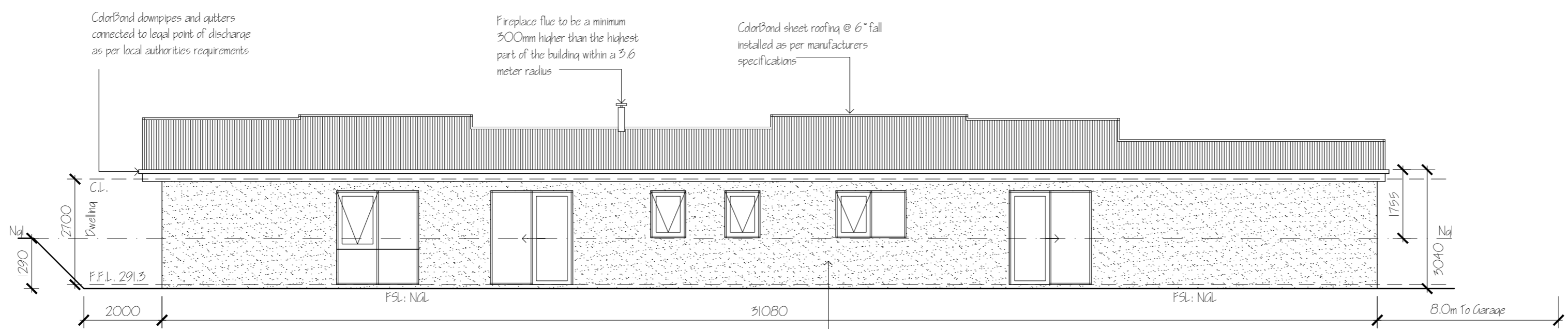
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SOUTH ELEVATION  
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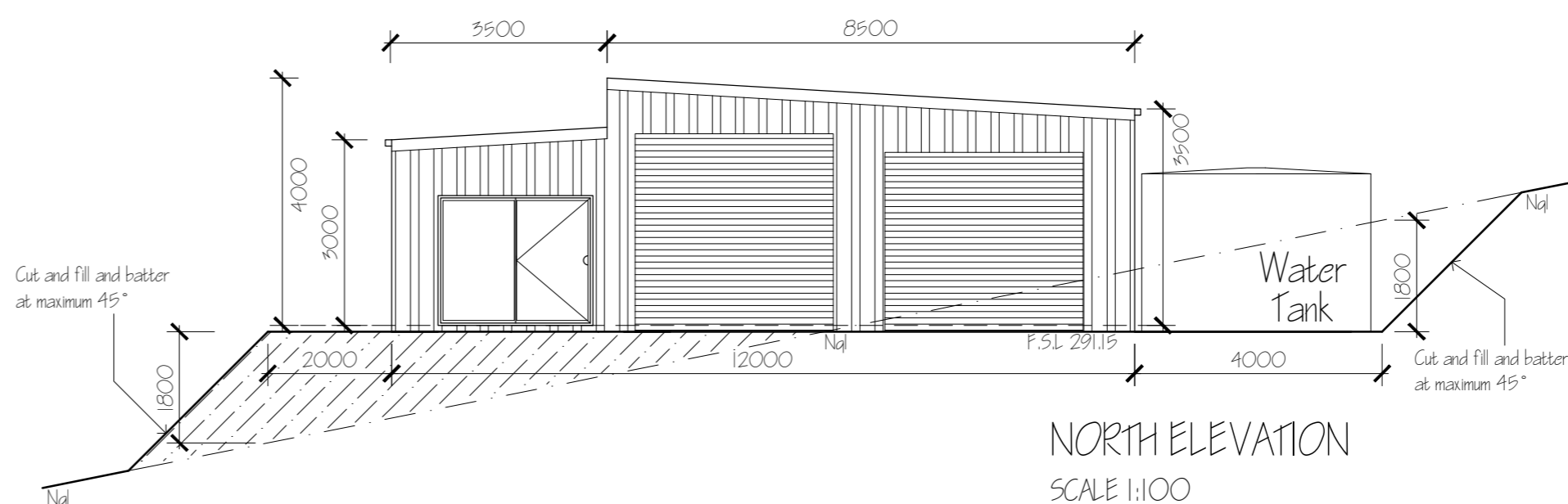
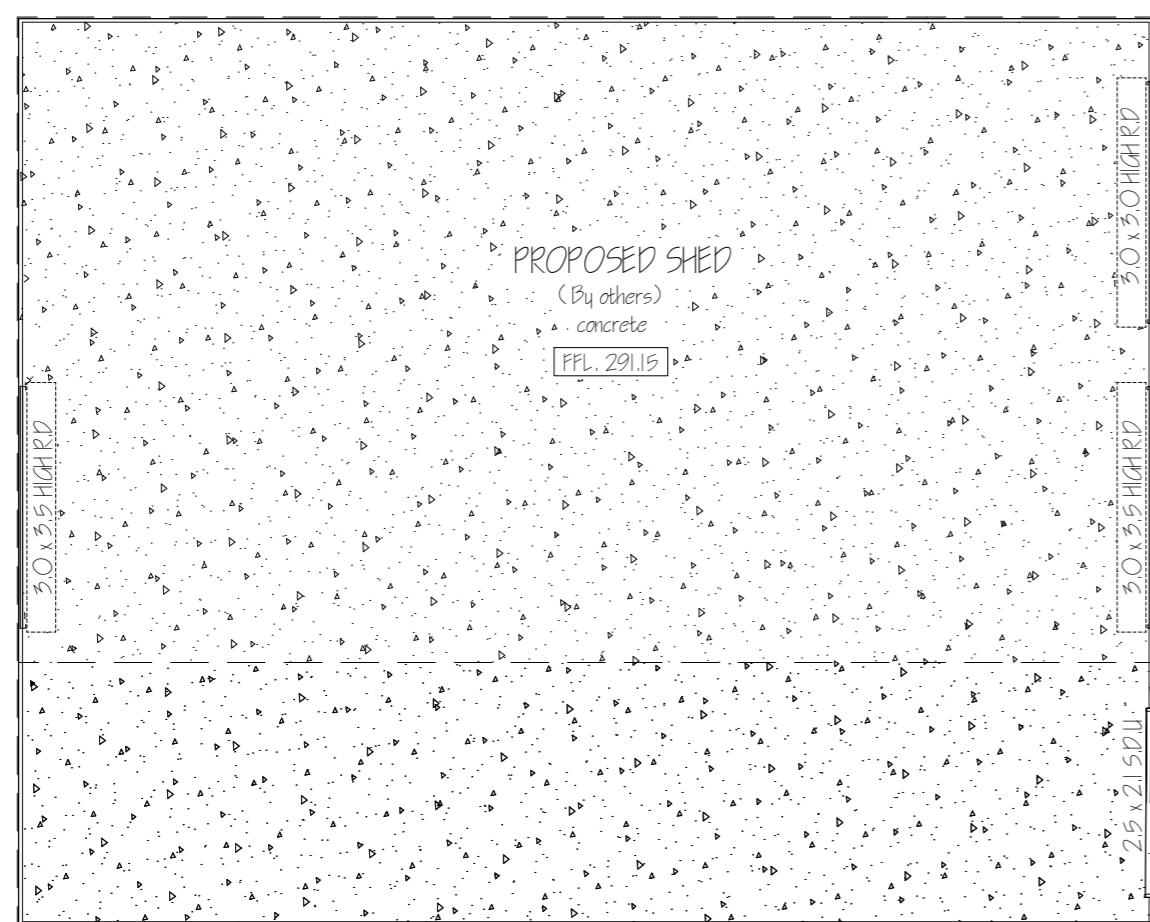
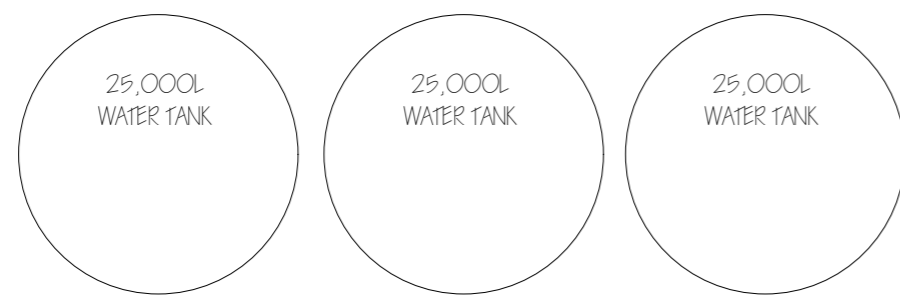
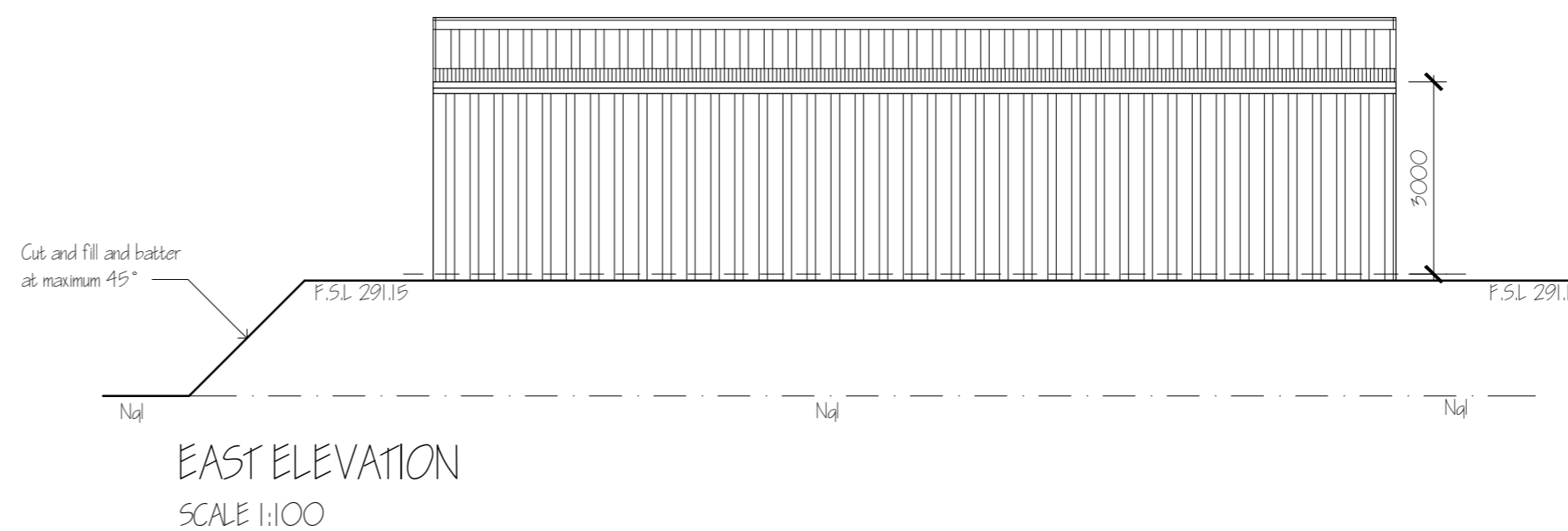
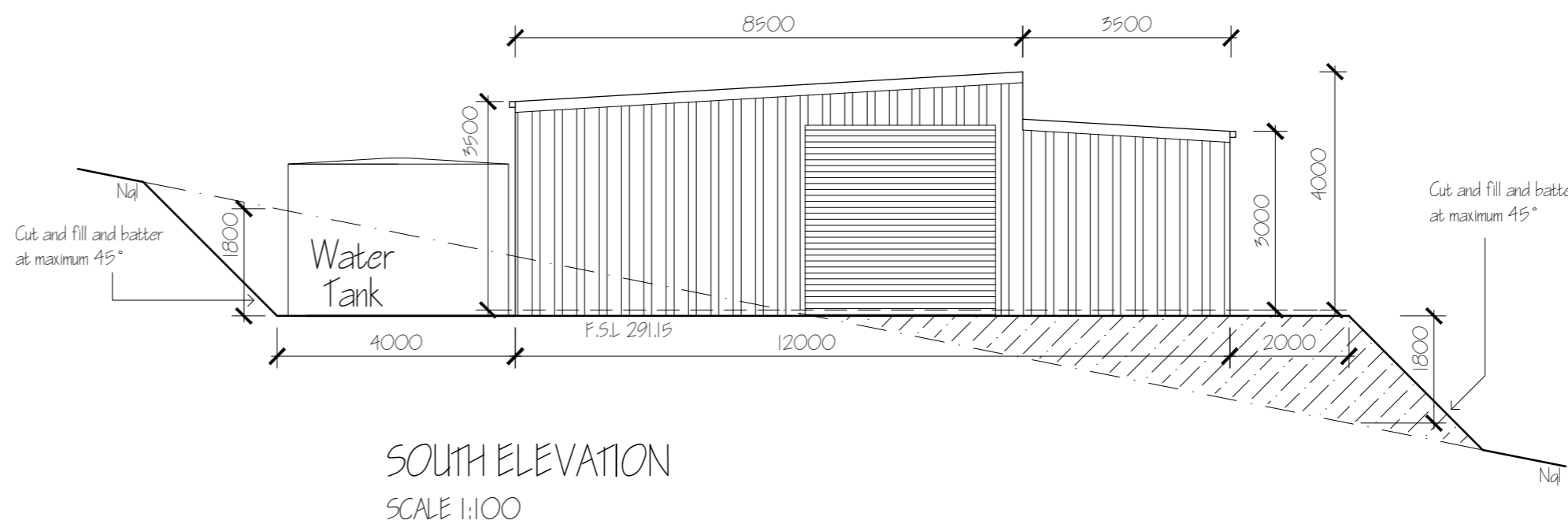
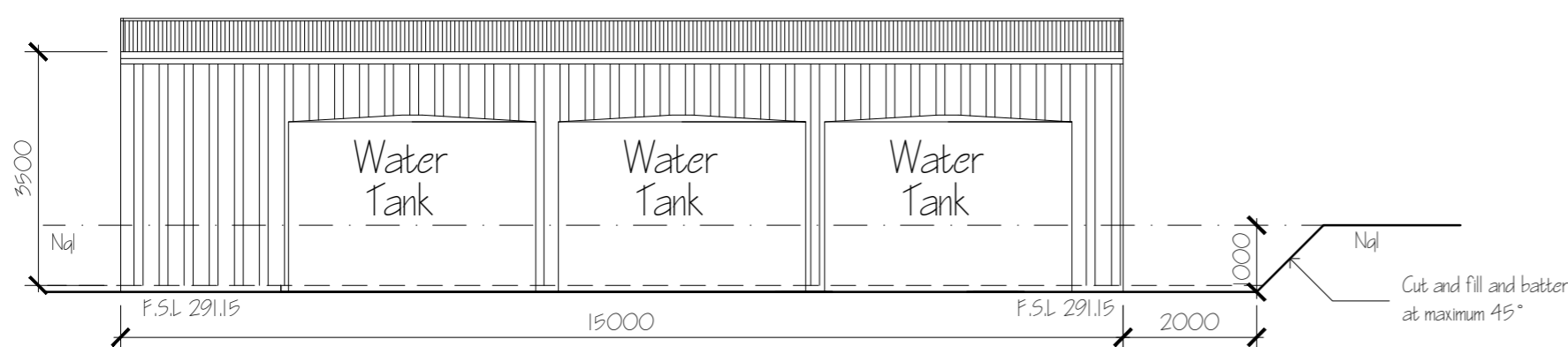


SHED AREA SCHEDULE

SHED	180.00 m <sup>2</sup> (19.37 sq's)
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Concept Design

Drawn: P.H. Melways Ref: 62 C3

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BP-AD 41361





**105 PARSONS ROAD, FAWCETT**

**Use and Development of a Dwelling and associated Works, on a Lot Less than 40 hectares to be used in association with an Agricultural land use in the Farming Zone.**

September 2020



**Background**

<b>Reference:</b>	20045	<b>Author:</b>	GK
<b>Client:</b>	Donders Family	<b>Property:</b>	105 Parson Road, Fawcett

**Revisions**

Rev	Description	Date	Authorised
2	Submitted	16 Sept 2020	GK

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**Cover Photo** – Subject Site

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## APPENDICES

APPENDIX A.	CERTIFICATE OF TITLE
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APPENDIX F.	FARM MANAGEMENT PLAN
APPENDIX G.	FARM & STOCK THEFT ARTICLES



# 1 INTRODUCTION

**Planning Central Pty Ltd** acts on behalf of the Donders Family who has an interest in land at 105 Parsons Road Fawcett and who seeks planning approval to use and develop a dwelling and associated works on a lot less than the zone minimum to be used in association with agriculture.

Under the Murrindindi Planning Scheme, the land is:

- zoned Farming.
- not affected by any overlay controls.

Under these provisions, a planning permit is required for the use and development of a dwelling on a lot less than 40 hectares.

Presented within this report is:

- a description of the site and surrounds.
- siting and design plans for the dwelling.
- a land capability assessment.
- a farm management plan.
- an assessment against relevant provisions of the Scheme.

Based on the information presented within, it is submitted that the proposal is:

- consistent with Planning Policy, particularly:
  - Clause 12 Environmental and Landscape Values.
    - Clause 12.01-1S Protection of Biodiversity.
    - Clause 12.03-1S River Corridors, Waterways, Lakes and Wetlands
    - Clause 12.05-2S Landscapes.
  - Clause 13 Environmental Risks.
    - Clause 13.02-1S Bushfire Planning.
    - Clause 14 Natural Resource Management.
    - Clause 14.01-1S Protection of Agricultural Land
    - Clause 14.01-2S Sustainable Agricultural Land Use
    - Clause 14.02-2S Water Quality
  - Clause 15 Built Environment and Heritage.
  - Clause 16 Housing.
    - Clause 16.01-3S Housing Diversity.
    - Clause 16.01-5S Rural Residential Development.
  - Clause 17.01-1S – Diversified Economy
  - Clause 19 Infrastructure.
- consistent with the intent and provisions of the Farming Zone.

Further it is submitted that, the proposal will:

- complement a farming use of the land consistent with the intent and provisions of the Zone.
- support a productive, sustainable and viable niche agricultural use of the land.

- accommodate a full-time presence of the land to provide for:
  - overall land management.
  - stock health and maintenance.
  - farm and stock security
- operational, maintenance and security arrangements required for the farm.
- facilitate employment and population to support rural communities.
- facilitate the siting and design of dwelling within an area of the property that is not constrained by native vegetation and has direct access to Parsons Road (to the south).
- not result in any vegetation removal or have an adverse impact on biodiversity.
- not be constrained by land capability issues with wastewater to be managed in line with the recommendations of the Land Capability Assessment and to best practice standards.
- not be constrained by other overlays controls that would otherwise limit the ability to actively farm the land and establish a dwelling including but not limited:
  - bushfire management overlays.
  - significant landscape overlays.
  - environmental significance overlays.
  - flood / land subject to inundation overlays.
  - vegetation protection overlays.
- not have an adverse impact on the landscape or environmental characteristics of the area.
- not compromise the use of adjoining or nearby agricultural land uses.
- accommodate housing choice and diversity in line with the occupant and farm requirements.
- utilise existing infrastructure and off-grid alternatives to the authority requirements.

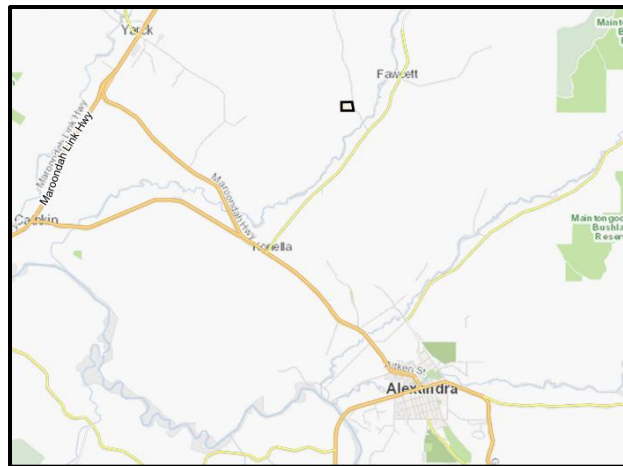
Based on the information presented within, we commend this application to Murrindindi Shire Council for approval.

## 2 SUBJECT SITE AND SURROUNDS

### 2.1 Site Location

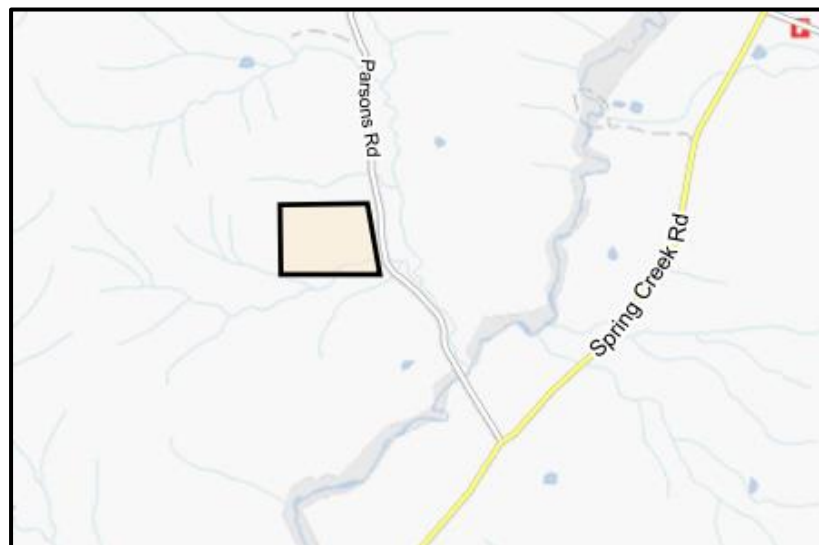
As depicted in the plan below, the subject site is located approximately:

- 1.6km south-west of Fawcett town centre.
- 6km east of Yaack.
- 7.8km north of Alexandra.



**Figure 1** – Location Plan  
Source: LASSI  
Not to Scale

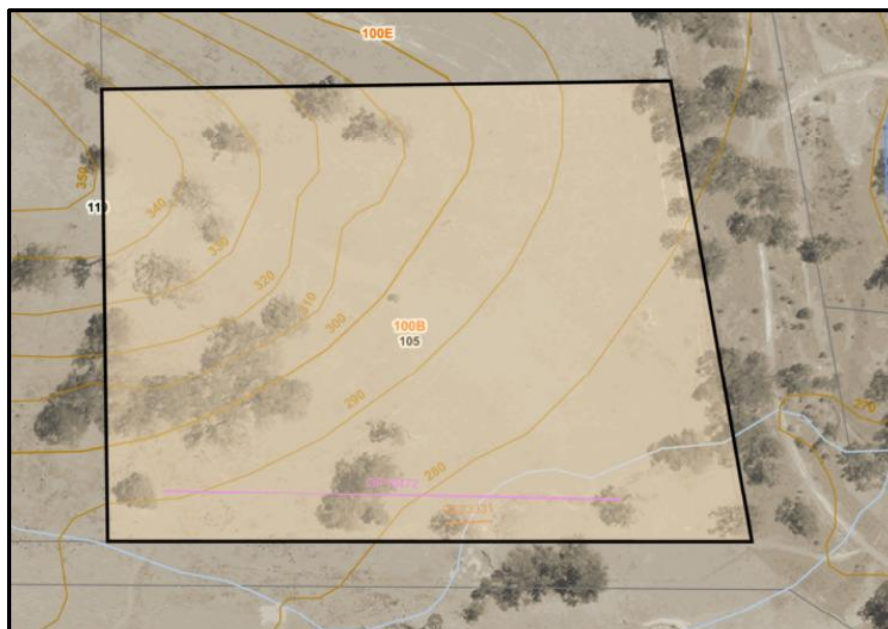
More locally the subject site is located on the west side of Parsons Road approximately 700m north-west of Spring Creek Road as depicted below.



**Figure 2** – Location Plan  
Source: LASSI  
Not to Scale

## 2.2 Site Description

The site can be described as a bush / farming block – as depicted below.



**Figure 3** – Subject Site

Source: LASSI

Not to Scale

A review of the Certificate of Title reveals that the land:

- is formally referred to as Crown Allotment 100B, Parish of Alexandra.
- is almost rectangular in shape.
- has a frontage of 241m to Parson Road to the east.
- has a depth ranging between 314m (to the north) and 357.78 (to the south).
- has a total area in the order of 7.98ha
- does not have any easements, covenants or restrictions that may compromise the proposal.

A copy of the Certificate of Title is presented in **Appendix A**.

The land:

- is devoid of any significant buildings or structures.
- has a landform that rises from approximately 270m to the south-west to 340m to the north-west.
- is characterised by scattered vegetation.

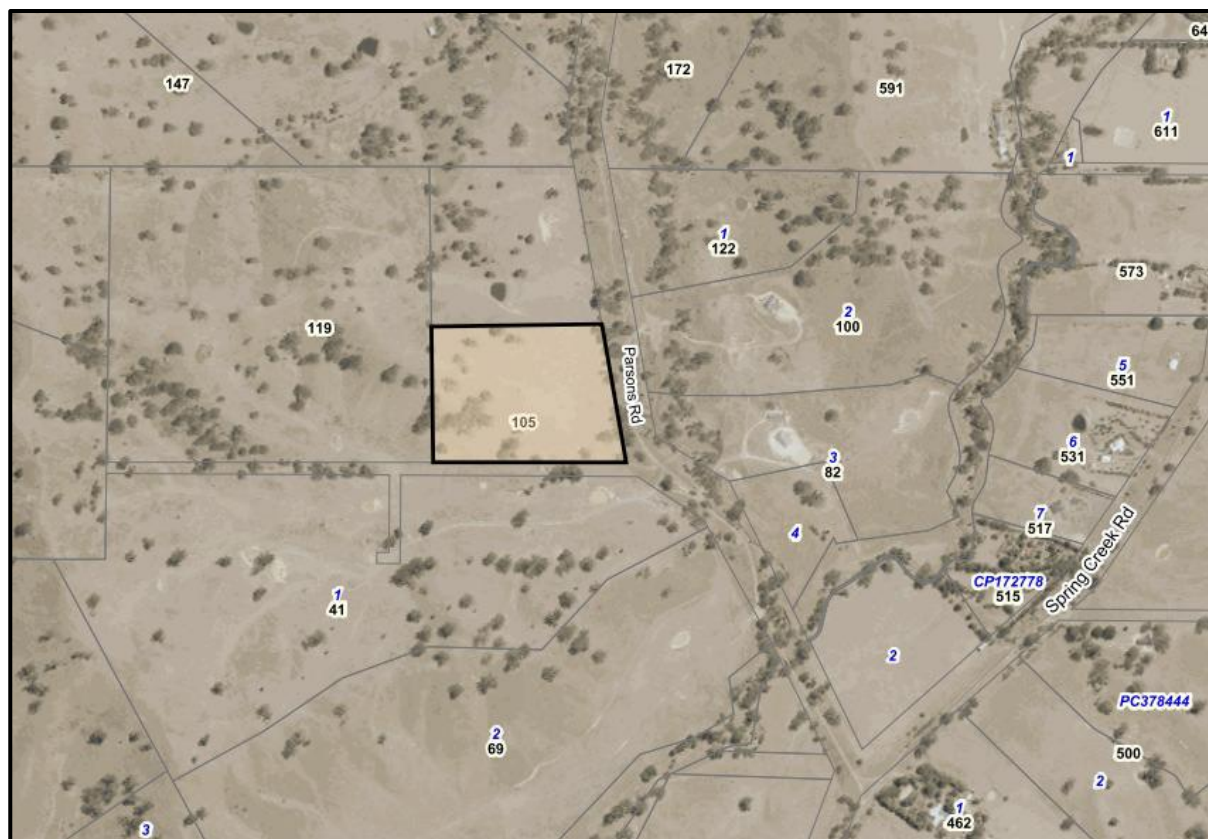
We understand that a dam is being build towards the south-east corner of the property.

Photos of the site are presented in **Appendix B**.

## 2.3 Surrounding Land

The surrounding area is depicted below and is characterised by:

- lots ranging generally in area between 5 and 30 hectares.
- two dwellings on lots less than the zone minimum at 82 & 100 Parsons Roads immediately the east.
- in the order of 6-7 dwellings adjacent to Spring Creek Road with dwellings significantly less than the zone minimum.



**Figure 4** – Surrounding Area

Source: LASSI

Not to Scale

Nearby land uses are used for a variety of agricultural uses including but not limited to:

- Cattle grazing.
- Equine.
- Wineries.
- Olives.
- Silage.

Photos of the surrounding area, particularly adjacent to Parsons Road, form part of **Appendix B**.

### 3 PROPOSAL

Proposed Development Plans have been prepared by New Scope Building Design and are presented at **Appendix C**.

In addition to the overall intentions of the Applicant and provisions of the Murrindindi Planning Scheme, careful consideration has been given to Council Planning Information Sheet titled "Development in Rural Areas", which was provided to the Applicant by Council's Planning Department during the pre-application discussions. A copy of this document is presented at **Appendix D**.

#### 3.1 Development Plans

These include:

Proposed Site Plan that depicts, amongst other things:

- Proposed dwelling approximately 76m from the Parson Road frontage and 30m from the northern boundary.
- A shed and water tanks immediately south of the dwelling.
- Area of cut and fill to accommodate a flat building pad on the site.
- All weather access.

Dwelling Floor Plan that depicted, amongst other things:

- Three bedrooms.
- Two bathrooms.
- Living and dining areas.
- Kitchen with a butlers pantry.
- Study.
- Laundry.
- Double garage.
- Outdoor living area.

Dwelling Elevations Plans that depicted, amongst other things:

- A maximum building height in the order of 5.5m
- Light weight rendered panel clad walls.
- Lightweight feature stone cladding chimney.
- "Jamie Hardie" lightweight above the external panels.
- Colourbond sheet roofing.
- Colour bond downpipes and gutters.
- 45 degree batter at the front and rear to accommodate a flat building area.
- All proposed materials are to be muted and non-reflective.

Shed Floor & Elevations Plan that depicted, amongst other things:

- A shed with a 15m x 12m area to support the agricultural use of the land.
- A shed with a maximum height 4m.
- Three (3) 25K litre water tanks.
- 45 degree batter at the front and rear to accommodate a flat building area.
- All proposed materials are to be muted and non-reflective.

## 3.2 Land Capability Assessment

A Land Capability Assessment has been prepared by Civil Test Pty Ltd and is presented at **Appendix E**.

The purpose of this assessment is to address:

- The capability of the site to sustainably manage wastewater within the allotment boundaries;
- A management program that should be put into place to minimise health and environmental impacts of on-site wastewater management, including the impact on surface water and groundwater (EPA 2003a); and
- Information about the site and soil conditions.

This assessment concludes that the use of an on-site wastewater treatment and disposal system is environmentally sustainable if recommendations made in this report are followed.

The LCA goes on to note / recommend:

- Installation of 3 star rated water fixtures to reduce water use and wastewater loadings.
- Use of low phosphorus and low sodium (liquid) detergents to improve effluent quality and maintain beneficial uses of groundwater.
- Operation and maintenance of treatment and disposal systems in accordance with the manufacturer's recommendations and the recommendations made in the LCA Report.

It is envisaged that this LCA would be endorsed to form part of any planning permit to be issued.

## 3.3 Farm Management Plan

The intent is for the Donders Family to use the balance of the land for Farming Alpaca.

The warm dry summer is considered ideal climate for Alpaca.

They plan to run around 30 Breeding female Alpaca and 2 Stud male Alpaca.

30 Breeding female and 2 stud male alpaca will yield around 20 Cria per year.

Alpaca will also yield a fleece of between 2kg and 8kg each per year.

The number of Alpaca Farm proposed can be readily accommodated on approx. 8 hectares.

Important to the ability to farming at these capacities is the soft pad foot of the Alpaca that has a much lesser impact on the ground than other grazing animals.

Alpaca are also more efficient in processing food intake than other grazing animals and therefore less acres per head is required with Alpacas being to be rotated regularly around 7-10 paddocks with water throughs to maintain pasture health.

Complimenting the paddocks, will be small paddock with shelters, holding and loading yard near the proposed shed site with the shed also being used for feed storage, animal health checks and farm maintenance equipment.

A Farm Management Plan that reflects the above intent and items is presented at **Appendix F**.

Presented at **Appendix G** are number of articles highlighting the importance of a permeant on-site presence for farms for animal welfare, for security and to prevent stock loses.



## 4 PLANNING ASSESSMENT

Following are key provisions of the Murrindindi Planning Scheme and responses relevant to the proposal.

### 4.1 Policy Planning Framework

The Planning Policy Framework (SPPF) provisions promote a consistent approach to the implementation of local planning scheme provisions in accordance with Victorian Government policy.

Key provisions of the PPF that relate to the current proposal follow.

#### Clause 12 Environmental and Landscape Values

This clause states that *planning should help to protect the health of ecological systems and the biodiversity they support (including ecosystems, habitats, species and genetic diversity) and conserve areas with identified environmental and landscape values.*

#### Clause 12.03-1S River corridors, waterways lakes and wetlands

The objective of this clause is to protect and enhance river corridors, waterways, lakes and wetlands.

#### Clause 12.01-1S Protection of Biodiversity

The objective of this clause is *to assist the protection and conservation of Victoria's biodiversity.*

#### Clause 12.05-2S Landscapes

The objective of this clause is *to protect and enhance significant landscapes and open spaces that contribute to character, identity and sustainable environments.*

Some strategies include:

- Improve the landscape qualities, open space linkages and environmental performance in green wedges and conservation areas and non-urban areas.
- Recognise the natural landscape for its aesthetic value and as a fully functioning system.
- Ensure natural key features are protected and enhanced.

#### Clause 13 Environmental Risks

This clause highlights that *planning should adopt a best practice environmental management and risk management approach which aims to avoid or minimise environmental degradation and hazards. Planning should identify and manage the potential for the environment, and environmental changes, to impact upon the economic, environmental or social well-being of society.*

#### Clause 13.02-1S Bushfire Planning

The stated objective of this clause is *to strengthen the resilience of settlements and communities to bushfire through risk-based planning that prioritises the protection of human life.*

#### Clause 14 Natural Resource Management

This clause states that *planning:*

- *is to assist in the conservation and wise use of natural resources including energy, water, land, stone and minerals to support both environmental quality and sustainable development.*
- *should ensure agricultural land is managed sustainability, while acknowledging the economic importance of agricultural production.*

#### **Clause 14.01-1S Protection of agricultural land**

The objective of this clause is *to protect the state's agricultural base by preserving productive farmland.*

#### **Clause 14.01-2S Sustainable agricultural land use**

The objective of this clause is *to encourage sustainable agricultural land use.*

#### **Clause 14.02-2S Water quality**

The objective of this clause is to protect water quality.

#### **Clause 15 Built Environment and Heritage:**

This clause highlights that *planning should ensure all land use and development appropriately responds to its landscape and character, valued built form and cultural context, and protect places and sites with significant heritage, architectural, aesthetic, scientific and cultural value.*

#### **Clause 16 Housing**

This clause states that *planning should provide for housing diversity, and ensure the efficient provision of supporting infrastructure.*

#### **Clause 16.01-3S Housing Diversity**

The objective of this clause is *to provide for a range of housing types to meet increasingly diverse needs.*

#### **Clause 16.01-5S Rural Residential Development**

The objective of this clause is *to identify land suitable for rural living and rural residential development.*

Strategies of this clause include:

- *Manage development in rural areas to protect agriculture and avoid inappropriate rural residential development.*
- *Ensure planning for rural living avoids or significantly reduces adverse economic, social and environmental impacts by:*
  - *Maintaining the long-term sustainable use and management of existing natural resource attributes in activities including agricultural production, water, mineral and energy resources.*
  - *Protecting existing landscape values and environmental qualities such as water quality, native vegetation, biodiversity and habitat.*
  - *Minimising or avoiding property servicing costs carried by local and State governments.*
  - *Maintaining an adequate buffer distance between rural residential development and intensive animal husbandry.*

**Clause 17.01-1S Diversified economy**

The objective of this clause is *to strengthen and diversify the economy.*

One strategy to *assist in achieving this objective is to support rural economies to grow and diversify.*

**Clause 19 Infrastructure**

This clause highlights that, amongst other things, *planning should facilitate efficient use of existing infrastructure and human services.*

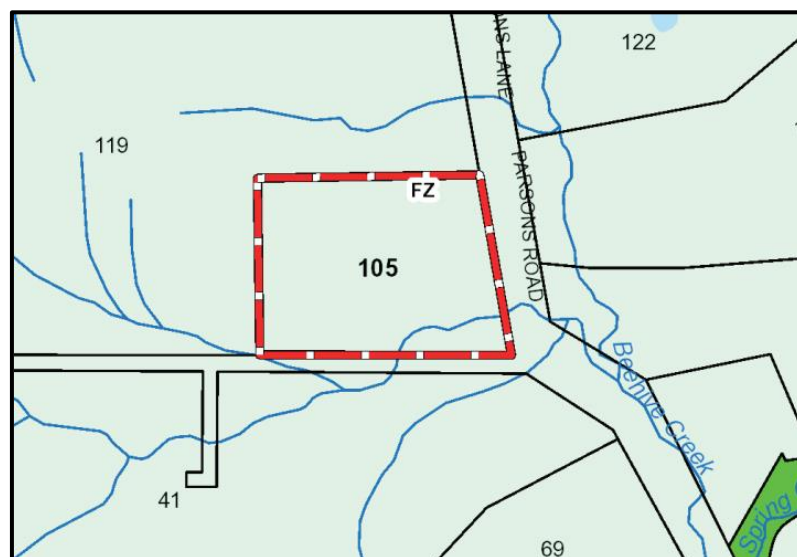
**Response**

The proposal is consistent with the Planning Policy in that the proposal will, amongst other things:

- utilise existing Farming zoned land.
- facilitate sustainable agricultural use of the land.
- support the use of the land for a productive agricultural pursuit.
- avoid native vegetation removal and biodiversity impacts
- sustainability accommodate waste on site in line with the LCA recommendations.
- site and design the dwelling & shed away from sensitive ridgelines and landscapes.
- site and design the dwelling & shed away from vegetation areas, waterways and bushfire risk areas.
- site the dwelling to ensure that agricultural land uses on surrounding landholdings are not compromised.
- accommodate housing choice and diversity in line with the occupant and farm requirements.
- provide a permanent on-site presence to enable the farm to successfully operate in terms of:
  - overall land management.
  - stock health, maintenance.
  - farm and stock security.
- utilise and complement existing infrastructure.

## 4.2 Farming Zone

The subject site is located in the Farming Zone (Schedule 4) as depicted below.



**Figure 4 – Zoning Map**  
Source: Nillumbik Planning Scheme  
Not to scale

The purpose of the Farming Zone is:

- To implement the Municipal Planning Strategy and the Planning Policy Framework.
- To provide for the use of land for agriculture.
- To encourage the retention of productive agricultural land.
- To ensure that non-agricultural uses, including dwellings, do not adversely affect the use of land for agriculture.
- To encourage the retention of employment and population to support rural communities.
- To encourage use and development of land based on comprehensive and sustainable land management practices and infrastructure provision.
- To provide for the use and development of land for the specific purposes identified in a schedule to this zone.

A planning permit is required to use and develop a dwelling on a lot less than 40 hectares.

A lot used for a dwelling must meet the following requirements:

- Access to the dwelling must be provided via an all-weather road with dimensions adequate to accommodate emergency vehicles.
- The dwelling must be connected to a reticulated sewerage system or if not available, the waste water must be treated and retained on-site in accordance with the State Environment Protection Policy (Waters of Victoria) under the Environment Protection Act 1970.
- The dwelling must be connected to a reticulated potable water supply or have an alternative potable water supply with adequate storage for domestic use as well as for firefighting purposes.
- The dwelling must be connected to a reticulated electricity supply or have an alternative energy source.

**Clause 35.07-6** presents the decision guidelines the responsible authority must consider in assessing a construction or carrying out works application in this zone.

Decision Guidelines	Response
General issues	
The Municipal Planning Strategy and the Planning Policy Framework.	<b>Satisfied</b> Refer to <b>Sections 4.1</b> above.
Any Regional Catchment Strategy and associated plan applying to the land.	<b>Satisfied</b> No impact on any Catchment Management Strategy.  The proposal will support the use of the land for agriculture in a manner consistent with the planning policy framework and policy, the Land Capability Assessment and Farm Management Plan.
The capability of the land to accommodate the proposed use or development, including the disposal of effluent.	<b>Satisfied</b> The land can readily accommodate proposed use and development by siting away from ridgelines and sensitive areas, accommodating waste on site in line with the LCA dwelling utilises a building previously used as a dwelling. Services are readily available.
How the use or development relates to sustainable land management.	<b>Satisfied</b> The proposal supports the use of the land for agriculture as detailed within.
Whether the site is suitable for the use or development and whether the proposal is compatible with adjoining and nearby land uses.	<b>Satisfied</b> The proposal will not compromise agricultural use of the land or nearby properties.
How the use and development makes use of existing infrastructure and services.	<b>Satisfied</b> The property has excellent access to infrastructure service which will be used to service the Dwelling, together with off-grid alternatives.
Agricultural issues and the impacts from non-agricultural uses	
Whether the use or development will support	<b>Satisfied</b>

Decision Guidelines	Response
and enhance agricultural production.	The proposal supports the continued and sustainable use of the land for agriculture as detailed within.
Whether the use or development will adversely affect soil quality or permanently remove land from agricultural production.	<b>Satisfied</b> The proposal will not compromise soil quality or agricultural use of the land or nearby.
The potential for the use or development to limit the operation and expansion of adjoining and nearby agricultural uses.	<b>Satisfied</b> As above
The capacity of the site to sustain the agricultural use.	<b>Satisfied</b> The property and well region is well suited to the proposed farming use as detailed in the Farm Management Plan.
The agricultural qualities of the land, such as soil quality, access to water and access to rural infrastructure.	<b>Satisfied</b> As above
Any integrated land management plan prepared for the site.	<b>Satisfied</b> The proposal will form part of an integrated farm management plan – as presented at <b>Appendix F</b> .
Dwelling issues	
Whether the dwelling will result in the loss or fragmentation of productive agricultural land.	<b>Satisfied</b> The proposal dwelling will not result in significant loss or fragmentation of productive agricultural land as depicted in the Farm Management Plan presented at <b>Appendix F</b> .
Whether the dwelling will be adversely affected by agricultural activities on adjacent and nearby land due to dust, noise, odour, use of chemicals and farm machinery, traffic and hours of operation.	<b>Satisfied</b> The use of the Dwelling will not be affected by the agricultural land use around.
Whether the dwelling will adversely affect the operation and expansion of adjoining and nearby agricultural uses.	<b>Satisfied</b> The proposal will not compromise agricultural use of the land or nearby
The potential for the proposal to lead to a concentration or proliferation of dwellings in the	<b>Satisfied</b>

Decision Guidelines	Response
area and the impact of this on the use of the land for agriculture.	The proposal will not contribute a proliferation of dwellings as the nearest dwelling is over 350m away.
Environmental issues	
The impact of the proposal on the natural physical features and resources of the area, in particular on soil and water quality.	<b>Satisfied</b> The proposal will not compromise any environmental values.
The impact of the use or development on the flora and fauna on the site and its surrounds.	<b>Satisfied</b> As above
The need to protect and enhance the biodiversity of the area, including the retention of vegetation and faunal habitat and the need to revegetate land including riparian buffers along waterways, gullies, ridgelines, property boundaries and saline discharge and recharge area.	<b>Satisfied</b> As above
The location of on-site effluent disposal areas to minimise the impact of nutrient loads on waterways and native vegetation.	<b>Satisfied</b> The proposed Dwelling will utilise existing infrastructure and waste disposal will be managed in line with the recommendations of the Land Capability Assessment.
Design and siting issues	
The need to locate buildings in one area to avoid any adverse impacts on surrounding agricultural uses and to minimise the loss of productive agricultural land.	<b>Satisfied</b> The dwelling will have direct and convenient access to Parsons Road and does not result in a loss of productive agricultural land.
The impact of the siting, design, height, bulk, colours and materials to be used, on the natural environment, major roads, vistas and water features and the measures to be undertaken to minimise any adverse impacts.	<b>Satisfied</b> The dwelling has been sited and designed to ensure that it is compatible with the rural landscape by avoid ridgelines, maintaining a low building profile, incorporated mute and non-reflective materials and colors.
The impact on the character and appearance of the area or features of architectural, historic or scientific significance or of natural scenic beauty or importance.	<b>Satisfied</b> As above
The location and design of existing and	<b>Satisfied</b>

Decision Guidelines	Response
proposed infrastructure including roads, gas, water, drainage, telecommunications and sewerage facilities.	The proposed Dwelling will utilise existing access and infrastructure services and be complimented by alternative off-side options – as stated above.
Whether the use and development will require traffic management measures.	<p><b>Satisfied</b></p> <p>The proposal utilises the existing crossover / access way to Parsons Road.</p>
Design and siting issues	<p><b>Satisfied</b></p> <p>The dwelling has been sited and designed to ensure that it is compatible with the rural landscape by avoid ridgelines, maintaining a low building profile, incorporated mute and non-reflective materials and colors.</p>

### Response

The proposal is consistent with the intent and provisions of the Farming Zone, in that the proposal will, amongst other things:

- support the use of existing Farming zoned land.
- facilitate sustainable agricultural use of the land.
- support the use of the land for a productive agricultural pursuit.
- facilitate employment and population to support rural communities.
- avoid native vegetation removal and biodiversity impacts
- sustainability accommodate waste on site in line with the LCA recommendations.
- site and design the dwelling & shed away from any sensitive ridgelines and landscapes features.
- site and design the dwelling & shed away from vegetation areas, waterways and bushfire risk areas.
- site the dwelling to ensure that agricultural land uses on surrounding landholdings are not compromised.
- accommodate housing choice and diversity in line with the occupant and farm requirements.
- provide a permanent on-site presence to enable the farm to successfully operate in terms of:
  - overall land management.
  - stock health, maintenance.
  - farm and stock security.
- utilise and complement existing infrastructure.



## 5 CONCLUSION

**Planning Central Pty Ltd** acts on behalf of the Donders Family who has an interest in land at 105 Parsons Road Fawcett and who seeks planning approval to use and develop a dwelling and associated works on a lot less than the zone minimum to be used in association with agriculture.

Based on the information presented within, it is submitted that the proposal is:

- consistent with Planning Policy, particularly:
  - Clause 12 Environmental and Landscape Values.
    - Clause 12.01-1S Protection of Biodiversity.
    - Clause 12.03-1S River Corridors, Waterways, Lakes and Wetlands
    - Clause 12.05-2S Landscapes.
  - Clause 13 Environmental Risks.
    - Clause 13.02-1S Bushfire Planning.
    - Clause 14 Natural Resource Management.
    - Clause 14.01-1S Protection of Agricultural Land
    - Clause 14.01-2S Sustainable Agricultural Land Use
    - Clause 14.02-2S Water Quality
  - Clause 15 Built Environment and Heritage.
  - Clause 16 Housing.
    - Clause 16.01-3S Housing Diversity.
    - Clause 16.01-5S Rural Residential Development.
  - Clause 17.01-1S – Diversified Economy
  - Clause 19 Infrastructure.
- consistent with the intent and provisions of the Farming Zone.

Further it is submitted that, the proposal will:

- complement a farming use of the land consistent with the intent and provisions of the Zone.
- support a productive, sustainable and viable niche agricultural use of the land.
- accommodate a full-time presence of the land to provide for:
  - overall land management.
  - stock health and maintenance.
  - farm and stock security
- operational, maintenance and security arrangements required for the farm.
- facilitate employment and population to support rural communities.
- facilitate the siting and design of dwelling within an area of the property that is not constrained by native vegetation and has direct access to Parsons Road (to the south).
- not result in any vegetation removal or have an adverse impact on biodiversity.

- not be constrained by land capability issues with wastewater to be managed in line with the recommendations of the Land Capability Assessment and to best practice standards.
- not be constrained by other overlays controls that would otherwise limit the ability to actively farm the land and establish a dwelling including but not limited:
  - bushfire management overlays.
  - significant landscape overlays.
  - environmental significance overlays.
  - flood / land subject to inundation overlays.
  - vegetation protection overlays.
- not have an adverse impact on the landscape or environmental characteristics of the area.
- not compromise the use of adjoining or nearby agricultural land uses.
- accommodate housing choice and diversity in line with the occupant and farm requirements.
- utilise existing infrastructure and off-grid alternatives to the authority requirements.

Based on the information presented within, we commend this application to Murrindindi Shire Council for approval.

**Planning Central Pty Ltd**

**September 2020**

<u>DAILY</u>	<u>Every Second or Third Day</u>	<u>Weekly</u>	<u>Every Two Weeks</u>	<u>Monthly</u>	<u>Six monthly</u>	<u>Yearly</u>
Let chicken out of coop	Check fences in chicken paddocks	Maintain water pumps Clean filters & troughs	Maintenance Gates, Fences, Troughs farm equipment	Check paddock for Toxic weeds	Vaccinate Alpaca	Shear Alpaca
Clean out coop	Check on Alpaca due to unpack Give Birth (spring, summer, Autumn)	Check paddocks for stock rotation rotate stock as needed (Summer, Winter Months)	Water & check new trees, Plants	Rotate stock (Autumn, Spring)	Trim Alpaca toe nails	Sort & sell Alpaca Fleese
Collect Eggs	Change straw in chicken coop	Take eggs for sale	Check on vermin barriers	Collect manure from paddocks for Fertiliser & to minimise parasites	Worn chickens for parasites	Sell off old chickens
Check, Clean and top up water	Clean & sort eggs	Test newly pregnant Alpaca for First 5 weeks of pregnancy	Clear fallen limbs	Dust chickens for mites	Clean around Boundary Fences	Buy new Chickens
Check Alpaca , health & condition Eyes, Limbs, Eating habits						Cut, rake & bale hay
Check Alpaca Water troughs						Collect and store hay
Feed out hay & minarals (seasonally)						Weed control
Monitor Chickens Throughout the day						Seed paddocks
Monitor Wildlife & deter where necessary						
Gather chicken at the end of the day & head count						
Check & control Vermin						
<b>STAGE TWO</b>						
<u>DAILY</u>	<u>Every Second or Third Day</u>	<u>Weekly</u>	<u>Every Two Weeks</u>	<u>Monthly</u>	<u>Six monthly</u>	<u>Yearly</u>
Water Citrus Trees	Pick Citrus fruit	Check bee hive health	Make & jar jams	Fertiliser Citrus trees with Chicken & Aplaca Manure	Prune Citruc Trees	
Water & check vegetables	Check & pick vegetables	Collect honey	mow & clean around Citrus trees			
		Filter & jar honey	Take honey, jams to sell			
		Monitor Citrus trees for pest				

18 November 2020



**Planning  
Central**

LAND USE AND DEVELOPMENT

Statutory Planning  
Murrindindi Shire Council  
PO Box 138  
ALEXANDRA VIC 3714

**ACN 161 565 902  
ABN 68 625 299 632**

**PO Box 2301  
Oakleigh, Vic 3166**

e. customer@murrindindi.vic.gov.au

**Mobile – 0407 511 616**

Dear Sir / Madam

**RE: 2020/184 – Further Information  
105 Parsons Road, Fawcett**

Planning Central continues to act on behalf of

who are the Applicant's in the above matter.

We write in response to Council's RFI Letter (dated 10 October 2020) and provide the following information.

Presented at:

**Appendix A** is a Client Vision and Intent Statement

This statement has been prepared by to provide Council with an insight into who they are and what is motivating them to establish their farm and dwelling - as proposed.

**Appendix B** is an Updated Land Capability Assessment.

This relocates the waste field to the north-east of the property.

**Appendix C** are Updated Development Plans.

These show the relocated waste disposal field consistent with the updated LCA.

**Appendix D** is an Updated Farm Management Plan

This has been updated to show, amongst other things:

- details on the Updated Plans.
- an Environmental Improvement Area along the ephemeral waterway.

**Appendix E** is Alpaca Routine Health and Welfare Care information.

This presents specific information for daily / regular care and maintenance of alpacas.

**Appendix F** is an Indicative Farm Task Schedule

This presents an indicative schedule of farm activities on a daily, 2-3 day, weekly, fortnightly, monthly, 6 monthly, 12 monthly basis.

**Appendix G** is a Five Year Management Plan.

This details the Applicants intentions in terms of establishing, operating and growing the farm ... as well as the environmental improvement works over a 5 year period.

**Appendix H** is an Environmental Improvement Plan.

This presents further details of the environmental improvement area (along the along the ephemeral waterway) and proposed works to be undertaken by the Applicants to contribute an environmental benefit on-site, adjacent and downstream – whilst returning the land to agricultural use.

## RFI Responses

### Item 1

**A Farm Management Plan that specifies daily actions required in association with the agricultural use. The plan must demonstrate that a dwelling is required on the site for the running of the alpaca farm.**

Updated Farm Management details have been provided.

In addition, the Applicants note that:

- Alpaca do not have a set breeding season so we are planning to spread the breeding program over the year. This means we need to be on hand for the impregnating of Alpaca.
- An impregnated Alpaca needs to be tested Weekly for the first 5 week to confirm the pregnancy.
- A pregnancy in Alpaca can range anywhere from 315 to 370 days so there is a big window that the females needs to be well watched for Unpacking (giving Birth).
- Young Alpaca as we will be starting with can often need some help with their first births.
- New born Cria are only about 8 kg and easy targets often being taken by foxes, wild or neighbouring dogs and even eagles so they need to be closely monitored with added shelter and care giving.
- Alpaca Manure is a good fertilizer
- No seeds past through in the manure and there for doesn't spread weed
- Further details about the advantage of Alpaca manure can be found via the following link:

[www.gardeningknowhow.com/composting/manures/alpaca-manure-fertilizer.htm](http://www.gardeningknowhow.com/composting/manures/alpaca-manure-fertilizer.htm)

### Item 2

**The Farm Management Plan shows fences going through native vegetation and no protection of waterways on the site. Please provide an updated Farm Management Plan that takes into consideration the constraints of the site.**

Updated Farm Management details have been provided.

In addition, the Applicants note that:

- all fencing on the site will take into account environmental and agricultural objectives.

- paddock fences have located to accommodate tree coverage in each paddock to provide shelter for livestock.
- fences will be installed so to not disturb existing vegetation.
- the ephemeral waterway will be fenced to keep livestock out.
- native spaces and grasses will be planted to help rehabilitate eroded areas, minimise erosion and to help with the riparian ecology of a natural waterway corridor.
- A crossing will be constructed to aid stock travel movement across the waterway and protect the waterway / banks.

### Item 3

#### **Please confirm as to whether any land management outcomes are proposed.**

To complement the Development Plan and Updated Farm Management Plan, details of Land / Environmental Improvements have been presented.

These are detailed above and in the Environmental Improvement Plan.

### Item 4

#### **Please include the effluent disposal field on the site plan.**

The Land Capability Assessment has been updated together with the Development Plan.

### Council Concerns

**The purpose of the Farming Zone is to provide for the use of land for agriculture and to encourage the retention and protection of productive agricultural land. Dwellings in the Farming Zone are considered a discretionary use, although non-agricultural uses, including dwellings, can be permitted where it can be demonstrated that they do not adversely affect the use of subject site or surrounding sites for agriculture.**

As detailed in the responses above, the Tony and Sharon Donders are looking carrying out this bona fide agricultural pursuit that is suited to a property of this size and which requires daily / regular monitoring and management - as supported by information presented within.

The proposal will facilitate the agricultural use of the land consistent with the Farming Zone.

The proposed dwelling is an integral part of the farm operation as detailed in the Farm Management Plan and supporting information and will not fragment the land.

**The proposed dwelling has the potential to lead to a concentration or proliferation of dwellings in the area, particularly in relation to similar lots on Parsons Road. Additionally, the dwelling would result in the fragmentation of agricultural land.**

The nearby dwellings on the east side of Parsons Road are over 400m away, well separated and will not compromise farming uses.

Overtime and depending on the success of the business, the Donders Family would look at the possibility to purchasing neighbouring lots if they were to become available

The land can readily accommodate the proposed use which is consistent with the Farming Zone and supported by information within.

**Your application does not justify the need for a dwelling on the site. You have proposed using the land for 32 alpacas and no land management outcomes. Such use does not seem to require a dwelling for the ongoing agricultural activity and the management of the land.**

The proposed dwelling is an integral part of the farm operation - as detailed in the Farm Management Plan and supporting information.

**There appears to be minimal impact from either an agricultural or land management point of view, of having 32 alpacas on the land when considered against the removal of land from agricultural purposes and fragmentation of the land**

At the present time, the land has been left as a vacant lot with no maintenance, management or grazing of the land.

There is no management of weeds, waterways, fences, vermin or erosion.

The Applicants have noticeable concerns signs with vines and other weeds starting to take hold particularly along the southern boundary and waterway, and vermin pushing under fences around the boundaries.

Over time, the Applicants would like to complement the alpaca fleece and breeding Alpaca for sale, with a range of the other complementary activities including, but not limited to chicken / eggs, jams, fruit, and honey.

Through this application an opportunity will present to improve the management of the land and facilitate an agricultural land use.

**The proposed dwelling has been situated within 30 metres of the agricultural land to the north. This does not demonstrate that the dwelling has been situated to limit the impact on surrounding agricultural land.**

The dwelling site was chosen to keep it away from the natural waterway to the south, to utilise the existing cross-over / farm gate, to accommodate the waste disposal field and provide surveillance across the farm.

The surrounding agricultural land is predominantly used for grazing which is compatible with the proposed land use.

Lastly, consideration has been given to the VCAT Decision provided by Council (Rowe v Murrindindi 2020) and we wish to highlight the following points of distinction:

- The Donders land is a single lot and is not relying upon a consolidation.
- The Donders have presented significant information about the Alpaca operation that demonstrates that a full-time presence on site is required on site.
- The Donders have presented information that demonstrate that this is a bona fide proposal that builds upon their experience on the land and with animals.
- The Donders have provided considerable details of the environmental and land management actions that they are committed to undertaking which will provide strong environmental benefit not only for the farm but for nearby and down stream properties.

Lastly, it is submitted that the proposal will:

- advance Council's policy in relate to agricultural land activities and
- contribute significant economic and social benefits to the region by, amongst other things:
  - supporting value added agricultural pursuit that is sensitive to the environment.
  - attracting a family to the area that is excited by the opportunity to contribute to the wider community.

We trust that this additional information is favourably received and we look forward to progressing this application to public notice at Council's earliest convenience.

Should you wish to discuss any aspect, do not hesitate to contact me directly on 0407 511 616 or [glenn@planningcentral.com.au](mailto:glenn@planningcentral.com.au).

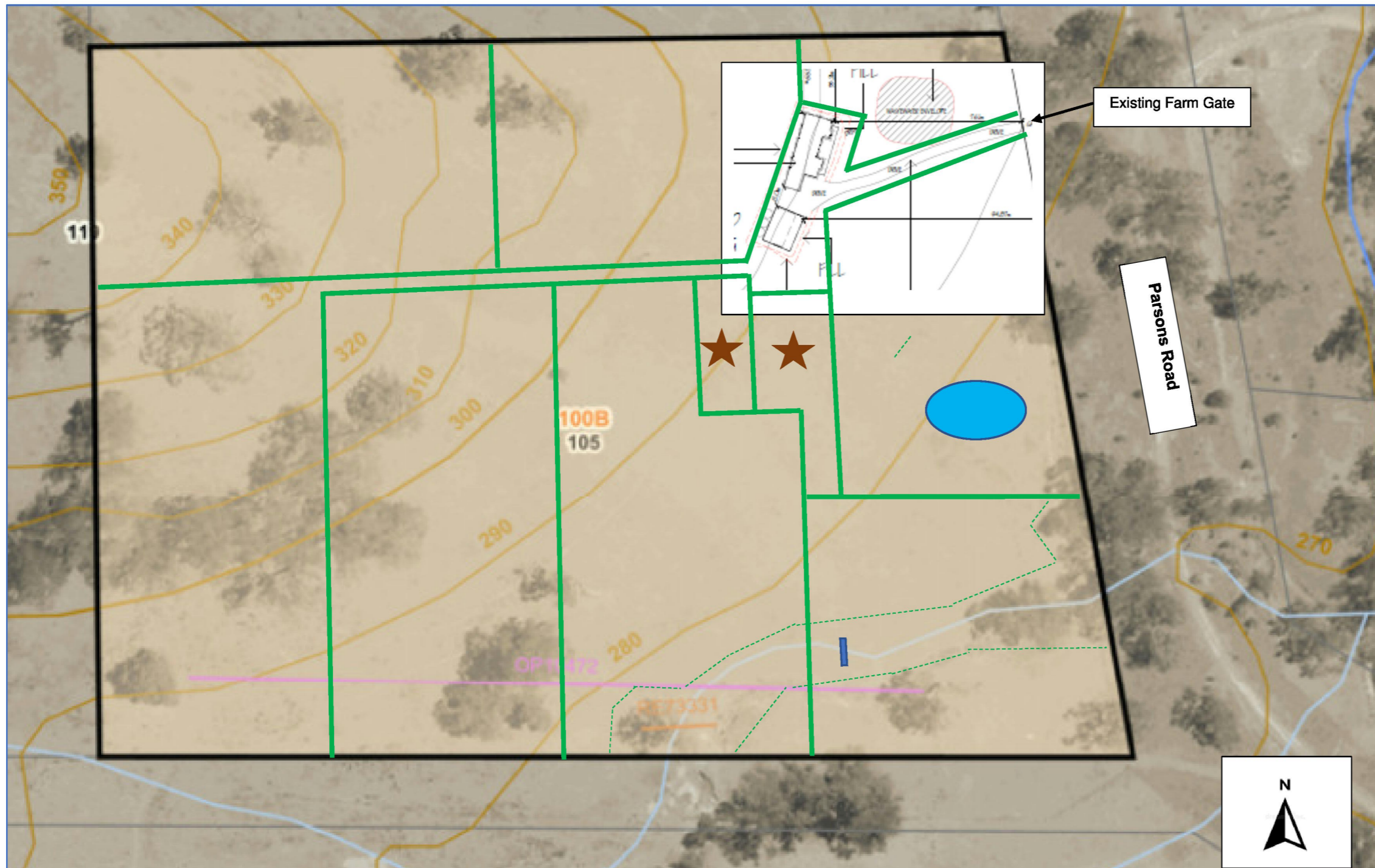
Yours faithfully,

**Glenn Kell - Director**

**Planning Central Pty Ltd**



# 105 Parsons Road, Fawcett



## Statement of Farming Intent February 2021

The intent of the Donders Family is to use the land for Farming Alpaca.

The warm dry summer is considered ideal climate for Alpaca.

They plan to run around 30 Breeding female Alpaca and 2 Stud male Alpaca.

30 Breeding female and 2 stud male alpaca will yield around 20 Cria per year.

Alpaca will also yield a fleece of between 2kg and 8kg each per year.

The number of Alpaca Farm proposed can be readily accommodated on approx. 8 hectares.

Important to the ability to farming at these capacities is the soft pad foot of the Alpaca that has a much lesser impact on the ground than other grazing animals.

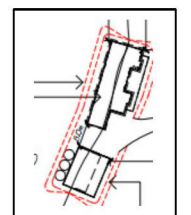
Alpaca are also more efficient in processing food intake than other grazing animals and therefore less acres per head is required with Alpacas being to be rotated regularly around 7-10 paddocks with water troughs to maintain pasture health.

Complimenting the paddocks, will be small paddock with shelters, holding and loading yard near the proposed shed site with the shed also being used for feed storage, animal health checks and farm maintenance equipment.

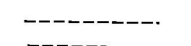
Chickens & fruits trees will complement the farm.

## LEGEND

Dwelling



Shed



Access

Dam



Holding / Loading Yards



Fenced Paddocks



Crossing



Environmental Improvement Area



## Farm Management Plan - Updated

### **Applicant Vision Statement**

We met in high school in the Yarra Ranges area where we both grew up in a semi-rural setting we both loved.

We purchased our first block of land a half acre lot in Woori Yallock which we built our first house on and started our family of 2 children and a wide variety of animals.

At around this time, our Parents made the decision to move to Rural areas to enjoy the next stage of their lives. With my Parents moving to Murchison on 40 acers and farming cows sheep other animals Sharon's parents moving to Foster and buying a milk bar. Both of us with our Children spent many weekends and holidays visiting both at Murchison on the farm and Foster at the Milk Bar

We both fell in love with one day being able to also be able to live in a rural area and meet the sort of people we met at the Milk Bar and be able to have the room and space of the farm  
We continued to work and live in Woori Yallock where our 2 Children were able to grow up with all the joys of having a small selection of Dogs, Cats, Duck, Chickens, Rabbits, Guinea pigs a Goat and a variety of birds

As you may have guessed we both love animals

So now that our children have both grown up and left our family home to start their own journeys with their new and lovely partners we find ourselves being able to look for that lifelong dream of being able to have our farm in a rural area and become a part of a rural community

We have looked far and wide around rural Victoria for that dream Rural location with my parents still in Murchison and Sharon's parents now living in Swan Hill and we keep coming back to the lovely Goulbourn Valley with its rolling hills and perfect views. In particular, the Alexandra area where we have often visited event like the Alexandra Truck, Ute and Rod Show and the local market around the area

We are hoping to obtain a planning / building permit for a beautiful parcel of land we have found in Fawcett which we have made an offer on. If this is to happen we will be able to Build our new home which will allow us to farm the lot we are looking to purchase and for fill a lifelong dream of farming and living in a rural community We so looks forward to being able to share this life with our children and their Partners and hopefully one day Grandchildren.

We both look forward to calling Fawcett our new Home and being able to work with locals to build our new house, shed, farm and life. We look forward to new friendships on hopefully new knowledge and experiences on running a farm on the lot we are looking to purchase with its perfect view of the rolling hills we both love so much.

We cannot wait to be able to farm and live with the animals and produce we are looking to have.  
To be able to care for animals like Alpaca such beautiful and majestic animal to be able to experience the whole cycle of mating to birth to rearing and protecting of young to heart felt stage of selling.  
To have the room to have enough chickens, ducks and fruit trees to be able to sell fresh produce at the local markets and give back to the rural community we so want to be a part of.

We have already met most of the neighbours around the lot who are great open and relaxed people as you always seem to find in rural Victoria they all have said to us they look forward to having new neighbours as we look forward to this dream becoming a reality for us and being allowed to farm and live in this beautiful part of the world.

Prepared by

**Tony & Sharon Donders (Nov 2020)**

Ref: ;

## **Farm Management Plan**

### **Five Year Plan**

This is to be read in conjunction with the Updated Farm Management Plan document prepared by Planning Central.

#### First Year

- With the approval of a Council Planning
- Install an all-weather driveway to the building site
- Start building permit application
- Install main internal fences
- Install fencing around waterway area
- Plant additional native trees and grasses around waterway
- Weed, Vermin control & pasture improvement
- Monitor changes in the land throughout the year
- Erect shed to store farm equipment install water tank to collect rain water from shed
- Fit solar to shed

#### Second year

- Plant Trees (Buxton Gums) Along both sides of the driveway
- Start House Build
- Install septic system and effluent Fields
- Have power connected for the house build
- Install stock yard and loading yards
- Install pump water lines and troughs to paddocks
- Plant Citrus trees
- Cut and bale hay from flatter paddocks for following year
- Weed, Vermin Control pasture maintenance
- Monitor changes in the land throughout the year ie wet areas low yield, High yield pasture areas

### Third year

- Install additional water tank for rain water collection from house
- Purchase first Alpacas to start Breeding program
- Build chicken coop and fence chicken paddock with chicken fencing
- Purchase chickens and start egg production
- Plant Additional trees and native shrubs (snowberry, Round Leaf Pomaderris, Banksia, Gravillea) around the house
- Plant addition shelter tree in paddocks
- Cut and bale hay from flatter paddocks for following year
- Weed, Vermin Control pasture maintenance
- Monitor changes in the land throughout the year i.e. wet areas low yield, High yield pasture areas

### Fourth Year

- Increase Alpaca stock numbers
- First year of shearing and sale of fleece
- Add bee hives to assist with pollination and fruiting of citrus trees
- Start production of honey and jarring honey for sale
- Start producing jams and spreads for sale
- Cut and bale hay from flatter paddocks for following year
- Weed, Vermin Control pasture maintenance
- Monitor changes in the land throughout the year i.e. wet areas low yield, High yield pasture areas

### Fifth Year

- Continue to increase Alpaca stock numbers in accordance with land capability and knowledge learnt about the land and alpacas over the previous year
- Sell of extra male Alpaca
- Add addition internal fencing for higher paddock rotation if required
- Sell of some older chickens and purchase new chickens for maximum egg yield
- Cut and bale hay from flatter paddocks for following year
- Weed, Vermin Control pasture maintenance
- Monitor changes in the land throughout the year i.e. wet areas low yield, High yield pasture areas

Prepared by

**Tony & Sharon Donders (Nov 2020)**

Ref:

### Environmental Improvement Plan

This is to be read in conjunction with the Updated Farm Management Plan document prepared by Planning Central and the Applicant.

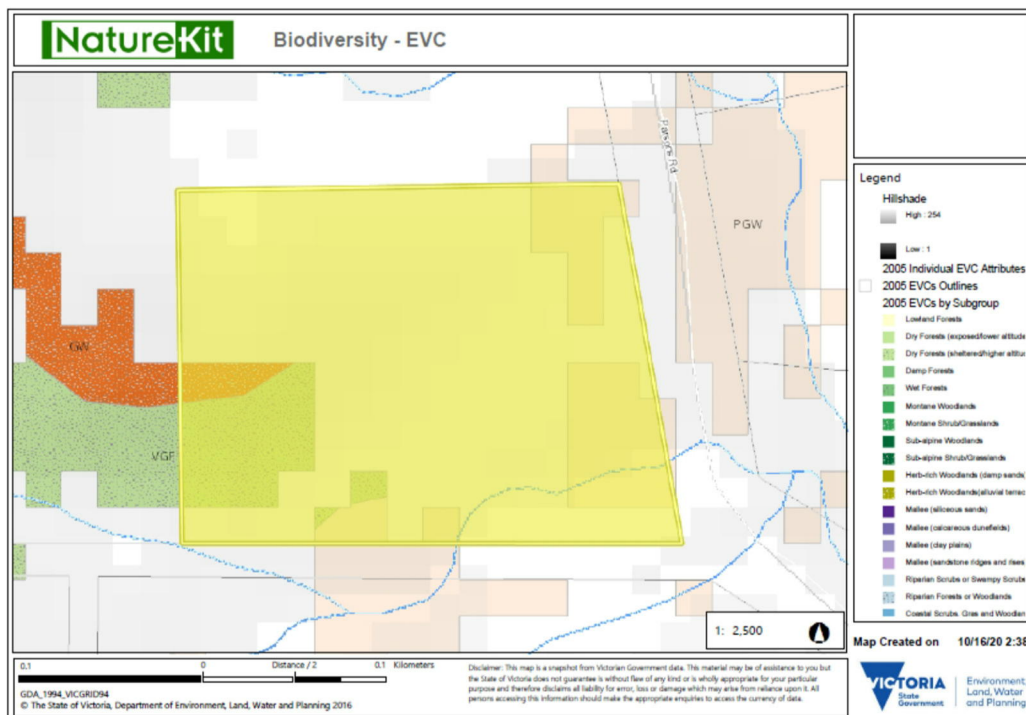
### Ecological Vegetation Classes - Map

Based on the DELWP Nature Kit the land is affected by the following Ecological Vegetation Classes – depicted below.

Over time these ECV have eroded by a combination of changing land use and poor land management practices.

The Applicants are willing to commit to a environmental management plan that will assist with returning the EVC to parts of the land to:

- contribute a net community benefit for the environment; and
- complement the legitimate and sustainable farming practices that are proposed.



**Figure 1 – Ecological vegetation Classes**  
Source : DELWP, Nature Kit  
Not to Scale

A detailed description of each EVC is attached. These being:

- PGW – Plains Grassland Woodland.
- VGF – Valley Grassland Forest
- GW – Grassy Woodland.

### **Environmental Improvement Area**

The subject site is characterised by an ephemeral waterway that in part has experienced significant erosion.

Through this Environmental Management Plan, it is proposed to protect and rehabilitate in conjunction with the proposed agricultural use of the land.

A brief account of the environmental improvement area follows.

Adjacent to Parsons Road in and around the ephemeral waterway is depicted below.



**Photo 1** - Looking east towards Parsons Road

The area adjacent to the south boundary and the ephemeral waterway and has been significantly affected by erosion – as depicted below.



**Photo 2** - Looking south-west



**Photo 3** - Looking west

It is considered improved to maintain this vegetation and the stability of the waterway given its proximity to the frontage and road.

It is proposed to, amongst other things:

- Fence this the environmental management area to prevent stock grazing. Fencing will be designed to allow low level native fauna to traverse (ie wombats).
- Stabilise the creek embankment and adjacent riparian zone with selected and suitable planting from the EVC description.
- Facilitate further bank stabilization works– as required.
- Plant new tree (Buxton Gums) will be placed up both site of the driveway.
- Plant additional trees and shrubs around house.
- Control of weeds and sowing of new seed.
- Control of vermin and pest animals.



- Please Select a Page -



## Routine Care

### Spend time with your alpacas

Alpacas, most of the time, are straightforward to look after and their routine care is not time consuming. Don't let anyone tell you they never become ill, because they can. However, good management will minimise problems. The routine care of alpacas starts with regular checks when they are out in the field. Alpacas should be looked at least twice a day. It is important that you learn to recognise the behaviour pattern of each individual alpaca. What is normal for one may not be normal for another. All animals can become ill and knowing what to look for or which behaviour is not normal at an early stage can make all the difference. Even small signs should be noted monitored. Alpacas, being prey animals, tend to hide illness from others as a survival mechanism. Always seek advice from your vet if you are unsure.

### Every day routine care

Have a look at your alpacas general demeanor. Are they paasing urine and faeces and is this normal? Are they chewing the cud and behaving in a normal way for them? Check eyes for discharges, lameness or cushed unusually. Sunbathing is normal, although not all alpacas do it.

Fresh water must be provided at all times. Buckets and troughs should be cleaned regularly, especially in the summer when algae tends to build up. It is also important to ensure cria can access water, especially during hot weather. Alpacas will not break

Scheduled Meeting of Council through ice to reach water so removing ice from water at least twice a day is required when very cold in winter. if you want to spoil them, they love warm water!

24 February 2021



*Cria must be able to reach fresh water*

Good quality hay should be provided all year round. Hay should be good quality, sweet smelling and free from dust, moulds and poisonous

plants such as ragwort. Long stem fibre is important for digestion and any changes to the diet should be made gradually. Uneaten hay should be replaced regularly. Alpacas are selective grazers and will leave what they don't like.

A camelid specific mineral supplement should be fed daily according to the manufacturer's instructions. Alpacas require a unique formula and should not be fed sheep, goat or cattle feeds. Feeding them in a catch pen provides an easy way to check them over more closely. Soaked alfalfa pellets or soaked grass nuts is useful for underweight animals once the cause has been established. New feeds should be introduced slowly over 7-10 days.

Alpacas are not prone to foot rot. However, foot problems can occur, especially in wet, boggy conditions. Fly strike during the summer months is not common but can occur. Check your alpacas for presence of lots of flies, dirty fleece from loose stools, wet areas on the fleece, surface wounds and lameness. Alpacas don't require chemicals baths (dipping) or regular trimming of fleece around the bottom (dagging).

## Every 2 – 4 weeks

When an alpaca is covered with fleece the only way to check body condition is by getting your hands on their backs and assessing their body condition. This should be done every 2 weeks, all year round. Walk on platform scales are recommended for breeding herds.

## Once a month

Check to see if toe nails need trimming. The need to trim toe nails is dependant on the colour of the animal and the environment. Black alpacas do not need to have their nails trimmed as often as white animals. Alpacas with nails that twist or curl will need checking and trimming monthly. Animals with hard standing to walk on will tend to wear their nails down, much like a dog. There are different methods for trimming nails including teaching the alpaca to pick up his or her feet.



*An alpaca foot – toe nails should be level with the pad*

## 3 – 4 times a year

There are many factors which affect whether worming is required or not. Environmental factors to consider include the weather, the type of land, drainage, rotation of species and stocking rates. The age, health and breeding status should be taken into account when planning a preventative worming strategy. Faecal testing and discussion with your vet is recommended. Giving drugs too often or without need leads to drug resistance.

## Twice a year

Vaccination against clostridial diseases is recommended. Advice should be sought from your vet as to which vaccine should be used and the frequency. Vaccinations are usually injected twice a year but can also be annually.

Shearing of your alpaca is carried out once a year, during spring /early summer ideally. Incisor and fighting teeth will be checked and trimmed at this time if required. Book your shearer early to avoid delays during a warm summer.

Microchipping is a requirement for permanent identification of alpacas. Ear tagging is recommended but optional. It is useful for identifying an animal quickly.

Routine care is straightforward. Full training is included, as required, at the time of purchase and our courses are refundable when purchasing alpacas from us. We strongly recommend working closely with your farm vet on all aspects of preventative health. For example, variable weather patterns will influence parasite management. Prevention is always better than cure.



*Handling made simple using our prototype catch pen within a circular system*

## What, Why, When, Where, How

### About Alpacas

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#### What are Alpacas?

##### Alpaca Facts

##### Useful Terms

---

#### Why Keep Alpacas?

#### When to buy alpacas?

#### Where to keep alpacas?

#### How to keep alpacas healthy

##### Routine Care



### About Us

Independent black huacaya specialist and breeder of top quality coloured alpacas bred on our biosecure farm in South Gloucestershire. The Chalford herd has been producing award winning black alpacas since 2002. Knowledge breeds success!

### Contact Us



#### Address

Shepherds Close Farm, Wickwar, Wotton-Under-Edge,  
Gloucestershire, GL12 8PE



#### Phone

01454 228892



#### Email

[helen@alpacapower.co.uk](mailto:helen@alpacapower.co.uk)

### More About Us

[Consultancy](#)

[Our Core Herd](#)

[Fleece Show Results](#)

[Alpaca Fleece and Yarn Sales](#)



**Photo 1** – Subject Site and location of dwelling as viewed from Parsons Road Gate



**Photo 2** – Looking north along the front fence line from the Parsons Road gate



**Photo 3** – Looking south along the front fence line from the Parsons Road gate



**Photo 4** – Looking east across Parsons Road



**Photo 5** – Looking south along Parsons Road from the site entry



**Photo 6** – Looking north along Parsons Road from the site entry



Community Engagement

<b>Title:</b>	<b>Community Engagement</b>
<b>Type:</b>	<b>Council</b>
<b>Adopted:</b>	
<b>Document No:</b>	21/2619
<b>Attachments:</b>	

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### Thank you to our community

Murrindindi Shire Council would like to thank the community members who have contributed to the development of our Community Engagement Policy by participating in the ‘Your Opinion Matters’ focus groups or survey during late 2020 and early 2021.

Your observations and feedback helped inform this Policy, guiding Murrindindi Shire Council on the best ways to engage community and stakeholders.

Murrindindi Shire Council acknowledges the Taungurung people as the Traditional Owners of the land now known as Murrindindi Shire. We pay our respects to their elders past and present.

## Community Engagement

### 1. Purpose

The purpose of the Community Engagement Policy is to formalise Council's commitment to appropriate, effective and inclusive engagement practices. The Policy recognises the importance of designing community engagement methods that maximise public participation and meet outcomes of particular initiatives and projects.

### 2. Rationale

Community engagement strengthens Local Government's confidence, connection to community and capacity to deliver. Open dialogue and the genuine exchange of ideas and opinions leads to a shared understanding of issues. Informed, considered and meaningful community participation in Council decision-making will achieve the best outcomes for all stakeholders.

Benefits of successful community engagement include:

- The development of policies that are more practical and relevant to the community;
- More effective and efficient service delivery tailored to community needs;
- Early recognition of any emerging issues, allowing Council to address these in a strategic, proactive and timely manner;
- Establishing Council as open, accountable and willing to listen;
- Community ownership of solutions to problems or plans for the future and empowerment of the community to share in decision making and responsibility;
- Increased willingness within the community to work with Council and contribute to future projects; and,
- An increased sense of belonging and pride in the community.

### 3. Scope

This Community Engagement Policy will guide all community engagement activities required by legislation or recommended by Council staff. This may include community engagement appropriate to the development of Council policies, strategies, major projects and delivery of services.

The Policy also covers deliberative engagement practices that can be used to develop the Community Vision, Council Plan, Asset Plan and Financial Plan and other appropriate projects or issues.

### 4. Objectives

This Policy will guide all planning, implementation and evaluation of community engagement activities undertaken by Council. This Policy will support Council's service delivery and benefit the wellbeing of Council communities by:

- Providing a consistent and principled approach to engaging the community;
- Promoting shared understanding, innovation and decision making processes which better represents the interests of the community; and,
- Outlining the frameworks and approaches Council will use to plan, deliver and document community engagement and deliberative engagement processes.

### 5. Definitions

Reference Term	Definition
Community	Our community consists of people who live, work, visit or use services and amenity across Murrindindi Shire.

Community Engagement

	Our community includes Traditional Owners, residents, ratepayers and members of the general public who have an interest in the Shire including individuals, groups, organisations, businesses and government.
Stakeholders	Stakeholders consist of people and groups of people with an interest in or who are affected by a decision or issue within the municipality.
Public Participation	A process in which those who are affected by a decision are involved in the decision-making process. Community engagement and deliberative engagement are forms of public participation.
Community Engagement	A genuine process of working with community to build understanding, strengthen relationships and inform Council decisions. Community engagement is a two-way process of interaction between Council and the community, supporting all demographics of community members to be involved in decisions that affect them.
Deliberative Engagement	An engagement process involving a representative group of community members who are supported with the appropriate resources (e.g. relevant information on the issue, time for consideration) so that they can deeply examine a particular issue, and whose recommendations or decisions are influential in Council decision-making on the topic.
IAP2 Spectrum of Public Participation	The International Association for Public Participation (IAP2) Spectrum, which helps define options for engaging the public in any participation process.

## 6. Guiding principles

Community engagement is a core process that ensures community needs and aspirations are considered in developing and implementing Council’s strategic directions and priorities. The guiding principles relevant to Murrindindi Shire Council’s Community Engagement Policy are:

### ***A Transparent Process***

- The decision-making processes have a clearly defined objective and scope which is communicated to participants.
- Council will openly share objective, relevant and timely information with the community (subject to legal impediments) to help inform participation.
- Council will make it clear how community feedback, advice and concerns will influence or be incorporated into the final decision.
- Council will report back to the community on the findings and recommendations of the engagement process.

### ***An Inclusive Process***

- Council will do its best to ensure the community is aware of engagement opportunities for projects or issues that may affect them.
- Information provided to the community will be presented in a way that is accessible, responsive to diverse needs and easy to understand and will account for the diversity of our communities.
- All affected and interested stakeholders will be encouraged to participate. A variety of processes will be used to enable all parties to effectively participate.

### ***A Fair Process***

- The engagement process will be genuine – not tokenistic or contrived.
- Community engagement will occur at the beginning of a process or issue as far as possible, will be clearly defined and will extend over the life of the issue.

Community Engagement

- The community will be provided with adequate time and resources during the engagement process in order to give the community the best opportunity to make a contribution and influence the outcomes.

**A Responsive Process**

- All contributions during the community engagement process will be thoroughly considered before a decision is made.
- Reasons for decisions, including how community contributions were used as part of decision-making, will be provided to the community.

**7. Community engagement framework**

Community engagement can range from simply providing information to the community (e.g. when Council offices are open) right through to extensive participation in decision-making processes (e.g. community-led steering groups). Differing levels of engagement need to be employed depending on the relative importance and risks of an issue or program.

Murrindindi Shire Council uses the International Association for Public Participation (IAP2) framework for community engagement approaches. This framework helps decide what level of impact on a decision is most appropriate for the specific issue or project and provides guidance as to what type of methods can be used in that context.

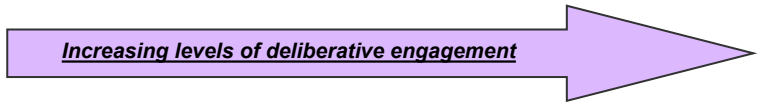


	INFORM	CONSULT	INVOLVE	COLLABORATE	EMPOWER
Goal	To provide the public with balanced and objective information to assist them in understanding the problems, alternatives, opportunities and/or solutions.	To obtain public feedback on analysis, alternatives and/or decisions.	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.	To place final decision-making in the hands of the public.
Promise to the community	We will keep you well informed.	We will keep you informed, listen to and acknowledge your concerns and provide feedback on how public input influenced the decision.	We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.	We will look to you for direct advice and innovation in formulating solutions and incorporate your advice and recommendations in decisions to the maximum extent possible.	We will implement what you decide.

Community Engagement

<b>Example methods</b>	<ul style="list-style-type: none"> <li>• Website</li> <li>• Direct mail-outs</li> <li>• Social media</li> <li>• Newsletters</li> <li>• Pop-ups</li> </ul>	<ul style="list-style-type: none"> <li>• Surveys</li> <li>• Social media</li> <li>• Stakeholder interviews</li> <li>• Community meetings</li> </ul>	<ul style="list-style-type: none"> <li>• Focus groups</li> <li>• Workshops</li> <li>• Stakeholder interviews</li> <li>• Community meetings</li> <li>• Online platform</li> </ul>	<ul style="list-style-type: none"> <li>• Advisory group</li> <li>• Expert panel</li> <li>• Online platform</li> </ul>	<ul style="list-style-type: none"> <li>• Task force group</li> <li>• Community panel</li> </ul>
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**Figure 1:** The International Association for Public Participation.



Deliberative engagement practices involve an intensive community engagement process, often on the involve-collaborate-empower end of the IAP2 Spectrum. It is designed around the following principles:

- Representative and inclusive: involves an appropriately representative cross-section of the community with the aim of maximising inclusion.
- Transparent and fair: allowing for extended consideration of a key question with access to objective, relevant and timely information.
- Responsive: participants are aware of how their decisions will influence Council decision-making.

As deliberative engagement processes are resource-intensive, it is not feasible to utilise these practices in every project. However, deliberative techniques (such as creating a community consultative committee) may be included in any community engagement process.

Regardless of the level of engagement, the following steps are to be considered before and during undertaking public participation:

- 1) Clearly define the decision required, and the scope of the public participation exercise
- 2) Understand who is affected and how they should be included
- 3) Identify the resources, skills and time required for effective public participation
- 4) Document the public participation and management approach
- 5) Implement the public participation plan and monitor its progress
- 6) Evaluate the public participation exercise and apply continuous improvement



## Community Engagement

**Figure 2:** Victorian Auditor General's Office: Elements of better practice in public participation in government decision-making

Adherence to the Policy will be supported by *Community Engagement Guidelines* and the *Community Engagement Toolkit* designed to provide Council officers with a clear framework for conducting community engagement.

### 8. When to engage

Murrindindi Shire Council is involved in a diverse range of services, projects, activities and planning matters. Activities that may require community engagement include:

#### *Local or Site Specific*

Issues regarding a specific site e.g. improvements to a street or local community facility.

#### *Neighbourhood*

Issues having an impact on a neighbourhood, district or community e.g. development of a neighbourhood park or traffic management plan, applications for gaming licences.

#### *Service Planning and Delivery*

Any change, review or impact on a particular service e.g. library or childcare services, rubbish collection. This includes service reviews.

#### *Policy Development*

The development of, change to or review of Council policy e.g. an amendment to the Planning Scheme or review of the Animal Management Policy. This may have an impact on the entire Murrindindi Shire community or may focus on a particular area.

#### *Major Projects and Strategic Plans*

Any projects, planning or strategic initiatives that have a major impact on the Murrindindi Shire community, e.g. the Council Plan.

### 9. Who to engage

Murrindindi Shire Council recognises many different views may be held about a particular issue or project, and Council is committed to providing genuine opportunities for these views to be heard. Engagement methods will be selected and designed to remove barriers to participation.

Undertaking a stakeholder analysis will help Council identify and classify stakeholders important to a project and may include people, organisations, businesses or agencies within or external to the Murrindindi Shire local government area. Resources for stakeholder analysis will be provided to Council staff as part of the *Community Engagement Toolkit*.

Community engagement methods will target stakeholders of the specific issue or project. Examples of stakeholder groups include:

- Local residents
- Local businesses
- Local sporting clubs
- Community volunteer groups
- Older people
- Traditional Owners and Aboriginal and Torres Strait Islanders peoples
- People with a disability
- Women

## Community Engagement

- People from Culturally and Linguistically Diverse (CALD) backgrounds
- People from the LGBTIQ community
- Single parent families
- People who are unemployed or on a low income
- Young people
- Tenants
- Absentee owners.

Staff must also consider including existing reference groups and/or advisory committees currently working with Council.

### 10. How to engage

A community engagement project may involve one or more engagement methods. Engagement methods should be chosen to match the requirements of the project including objective, scope, level of engagement and resourcing.

Stakeholders must be provided with adequate notice of engagement activities and be made aware of opportunities to get involved, and participants should be provided with adequate time to make a submission. Council should be aware of how the time, location and format of methods used may impact on access for stakeholders. Council is required to make suitable adjustments or provide support to allow stakeholders to contribute where possible.

Options for methods of engagement may include:

- Notices in public spaces e.g. noticeboards, store windows
- Pop-ups in public spaces and events
- Surveys (both online and paper)
- Stakeholder interviews
- Social media
- Online platform
- Focus groups
- Workshops
- Community meetings (both online and in person)
- Expert panels
- Community panels
- Advisory groups and community consultative committees
- Task force groups

To maintain a strong focus on community engagement, Council is committed to ongoing innovation and adopting new technology that support engagement and training for Councillors, Council committee members and Council staff.

### 11. How to evaluate

Evaluation is an important aspect of the community engagement process. It assists in ensuring that we are continuing to reach the stakeholders we are targeting and that we are meeting the community's needs. Evaluation also allows us to reflect on what can be learned from the process and what we can do better.

At the beginning of the community engagement process, an evaluation plan will be developed to ensure that evaluation is embedded within the process. This plan should consider both the impact

## Community Engagement

of the community engagement method (i.e. the successful delivery of the project or resolution of the issue) and the success of the engagement process itself (e.g. were the stakeholders that were targeted actually engaged, did stakeholders feel like their views were considered).

Specifically, an evaluation might include:

- Which communication techniques were most effective in conveying technical information?
- Which engagement methods had the highest response rate?
- How did participants feel about the process? Did they feel they could participate in a meaningful way?
- Did participants feel their contribution was considered or valued in a timely way?
- What decisions, outcomes or sense of community ownership have resulted from the engagement process?
- Were the level of resources available (time, team, costs) adequate to successfully engage the community?

## 12. Implementation, Management and Review of Policy

Council is responsible for engaging the community on strategic, high-level issues, as well as acting as a conduit and advocate for the community to Council staff and other levels of government. Community engagement is the responsibility of all Council service areas, teams and employees, as well as contractors and consultants undertaking work on behalf of Council.

This Policy will be monitored by the Manager Community Wellbeing who is responsible for the development, review and promotion of this Policy, providing advice to staff where necessary.

All directors and managers are required to ensure community engagement activities comply with this Policy. All staff with management responsibilities shall be accountable for implementation of this Policy, ensuring the appropriate engagement methodologies are used at the most relevant time to enable relevant and early input.

To aid implementation, engagement and consultation training shall be offered and/or included in:

- Project management
- Community development
- Staff induction
- Councillor induction
- Committee induction

The effectiveness of the *Community Engagement Policy* and staff resources will be measured by the degree to which they lead to better decisions (policies, plans and projects) and improved satisfaction levels in the community in relation to Council services.

This Policy and associated staff resources will be reviewed every two years and within 12 months of Council elections.

## 13. Related Policies, Strategies and Legislation

This policy is related to the following Murrindindi Shire Council Policies and Strategies:

*Council Plan 2017-2021*

*Communications Policy and Strategy*

*Customer Services Policy*

*Code of Conduct (Employee)*

*Councillor Code of Conduct*

*Communications Strategy*

*Towards 2030 Community Planning Framework*



## Community Engagement

Related State Government Legislation includes:

*Local Government Act 2020*

*Privacy and Data Protection Act 2014*

*Public Health and Wellbeing Act 2008*

*Planning & Environment Act 1987*

*Gender Equality Act 2020*

Furthermore, this Policy has been developed with consideration of the requirements under the *Charter of Human Rights and Responsibilities Act 2006*.



# Councillor Code of Conduct

## February 2021



*Councillor Code of Conduct 2021*

## Preamble

### What is a Code of Conduct?

The *Local Government Act 2020* (the *Act*) and the Local Government (Governance and Integrity) Regulations 2020 set the required standards for the conduct of Councillors. This Code of Conduct has been developed by Council as a declaration of how each Councillor will carry out his or her role in accordance with the requirements under each of the Standards. It details the ethical conduct required of Councillors, it outlines the legislated requirements that must be adhered to and the dispute resolution procedure for dealing with conflict and breaches of this Code of Conduct.

### Our Commitment to the Code of Conduct

As the seven Councillors democratically elected to represent the community as the Murrindindi Shire Council, we are committed to working together in the best interests of the people who live in, conduct business in or visit our municipality.

This Code of Conduct is a key part of our commitment to governing the Murrindindi Shire effectively and adhering to the principles of good governance. By formally agreeing to abide by this Code we are committing to carrying out our roles to the highest standard of conduct and behaviour and to represent the Murrindindi Shire community to the best of our abilities.

### Our Values and Conduct Principles

Implicit in the Code of Conduct are the following values, to which we commit in carrying out our roles as Councillors:

#### Integrity

We will always act with honesty and integrity and demonstrate high standards of professionalism. We will:

- a) be open and honest in all dealings with the community, other Councillors and with Council staff
- b) follow through on commitments
- c) represent our views truthfully
- d) support one another and staff if treated unfairly or without respect
- e) be open to constructive feedback
- f) accept responsibility for mistakes, treating them as a learning opportunity.

#### Respect

We will act in ways which support individual contribution and worth and strive to achieve healthy working relationships. We will:

- a) respect the views, contributions, feelings, wishes and rights of others
- b) actively seek to understand others' experiences, ideas and perspectives
- c) embrace and appreciate diversity of origin, viewpoint, experience and lifestyle
- d) recognise the achievements of others.

Councillor Code of Conduct 2021Inclusion

We will value the contribution and individuality of others and commit to develop open and positive working relationships. We will:

- a) foster community cohesion and encourage active participation within the community
- b) embrace each other's differences, values, culture and perspectives
- c) commit to early advice and "no surprises"
- d) freely share information and knowledge with one another
- e) cooperate, collaborate with and encourage others
- f) be objective and flexible and willing to compromise
- g) ensure Council decisions are focussed on the best outcomes for the entire municipality.

Collaboration

We will:

- a) operate cohesively
- b) work together with the community through accessible and inclusive engagement
- c) strive to build effective working relationships.

Leadership

We will strongly represent and advocate on behalf of the community and exercise courage in our leadership and decision-making. We will:

- a) welcome the opinions of the community and respect their right to be heard
- b) champion issues on behalf of the community in a constructive and timely manner
- c) advocate the interests of the local community to other communities and governments
- d) take pride in representing the community and the municipality
- e) make decisions based on the perceived best interests of the entire municipality
- f) present Council as a cohesive and effective working unit
- g) act without fear or favour.

Accountability & Honesty

We will:

- a) make decisions openly and publicly whenever possible
- b) take responsibility for our actions and decisions
- c) honour commitments
- d) act with integrity and honesty in all dealings
- e) openly report our performance and acknowledge our mistakes.

Initiative

We aim to achieve continuous improvement in performance and the highest standards and outcomes for the Murrindindi Shire. In doing so we will:

- a) question the way things have been done in the past
- b) always look for better ways to work together and to achieve outcomes on behalf of the community
- c) be result and outcome focused at all times
- d) encourage a positive culture focused on results and high-quality customer service
- e) strive to exceed community expectations
- f) adopt straightforward and realistic approaches
- g) acknowledge good results to staff when noticed.



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## **1 Performing the Role of the Councillor**

The Standards of Conduct state that “a Councillor must, in performing the role of a Councillor, do everything reasonably necessary to ensure that the Councillor performs the role of a Councillor effectively and responsibly, including by ensuring that the Councillor—

- a) undertakes any training or professional development activities the Council decides it is necessary for all Councillors to undertake in order to effectively perform the role of a Councillor; and
- b) diligently uses Council processes to become informed about matters which are subject to Council decisions; and
- c) is fit to conscientiously perform the role of a Councillor when acting in that capacity or purporting to act in that capacity; and
- d) represents the interests of the municipal community in performing the role of a Councillor by considering and being responsive to the diversity of interests and needs of the municipal community.”

### **1.1 Role of the Council**

The primary role of the Council is to provide good governance in its municipal district for the benefit and wellbeing of the municipal community. Council must perform its role in accordance with the Overarching Governance Principles (see section 1.3).

### **1.2 Role of the Councillors**

A Councillor’s role is to represent, and advocate for, their community. They are a valuable link between the community and Council and are key to facilitating communication with the community and encouraging engagement with the activities of Council.

The *Act* defines the role of every Councillor being:

- a) to participate in the decision making of the Council; and
- b) to represent the interests of the municipal community in that decision making; and
- c) to contribute to the strategic direction of the Council through the development and review of key strategic documents of the Council, including the Council Plan.

Councillors in undertaking their role must:

- a) consider the diversity of interests and needs of the municipal community; and
- b) support the role of the Council; and
- c) acknowledge and support the role of the Mayor; and
- d) act lawfully and in accordance with the oath or affirmation of office; and
- e) act in accordance with the standards of conduct; and
- f) comply with Council procedures required for good governance.

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### **1.3 Overarching governance principles and supporting principles**

A Council must in the performance of its role give effect to the overarching governance principles.

The following are the overarching governance principles—

- a) Council decisions are to be made and actions taken in accordance with the relevant law;
- b) priority is to be given to achieving the best outcomes for the municipal community, including future generations;
- c) the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted;
- d) the municipal community is to be engaged in strategic planning and strategic decision making;
- e) innovation and continuous improvement is to be pursued;
- f) collaboration with other Councils and Governments and statutory bodies is to be sought;
- g) the ongoing financial viability of the Council is to be ensured;
- h) regional, state and national plans and policies are to be taken into account in strategic planning and decision making;
- i) the transparency of Council decisions, actions and information is to be ensured.

In giving effect to the overarching governance principles, a Council must take into account the following supporting principles—

- a) the community engagement principles;
- b) the public transparency principles;
- c) the strategic planning principles;
- d) the financial management principles;
- e) the service performance principles.

### **1.4 Role of the Mayor**

The Mayor is the leader of the Council and has a number of roles which are both legislative and functional. Section 18 of the Local Government Act 2020 sets role of the Mayor as being:

- a) to chair Council meetings
- b) be the principal spokesperson for the Council
- c) lead engagement in the municipal community on the development of the Council Plan
- d) report to the municipal community, at least once each year, on the implementation of the Council Plan
- e) promote behaviour among Councillors that meets the standards of conduct set out in the Councillor Code of Conduct
- f) assist Councillors to understand their role
- g) take a leadership role in ensuring the regular review of the performance of the Chief Executive Officer
- h) provide advice to the Chief Executive Officer when the Chief Executive Officer is setting the agenda for Council meetings
- i) perform civic and ceremonial duties on behalf of the Council.

The Mayor is the elected leader of the Council. A key role of the Mayor is to facilitate good relationships between Councillors, Councillors and the Chief Executive Officer and Executive

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Management Team. The Mayor sets the tone and style of behaviour, practice and projection of the Council working with, supporting and coordinating the team of Councillors.

Functional Powers of the Mayor

Apart from the roles stated in the legislation, the Mayor is usually the Council spokesperson and has a significant ceremonial role at particular events, including citizenship ceremonies.

The Mayor is also an important community leader and is often the spokesperson for the community on economic issues (such as commenting on the impact of jobs lost or gained in the municipality) or when the community is put under stress (such as disaster management and socio-economic issues).

It is the responsibility of the Mayor to foster positive relationships between the various elements of the Council by setting a good example. This includes relationships between the Mayor, Council and the administration, and the Mayor and Chief Executive Officer.

As the leader of Council, the Mayor has an important formal role to play in promoting good conduct and managing poor conduct. The Mayor has a pivotal role in any dispute resolution processes, as per the Councillor Code of Conduct. In those cases, the Mayor must oversee the internal processes which deal with any alleged misbehaviour, as well as be involved in recommending referrals to external bodies when necessary.

It is critical that the Mayor's role in these proceedings is characterised by fairness, an appreciation of natural justice, and the awareness of being the leader of all Councillors, not just those who are supporters.

## **1.5 Role of the Deputy Mayor**

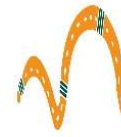
The role of the Deputy Mayor is to give effective support to the Mayor and Councillors during the day-to-day function of Council.

The Deputy Mayor must undertake the role of the Mayor if:

- a) the Mayor is unable for any reason to attend a Council meeting or part of a Council meeting; or
- b) the Mayor is incapable of performing the duties of the office of the Mayor for any reason, including illness; or
- c) the office of the Mayor is vacant.

The Deputy Mayor will take responsibility for the internal resolution process when the matter relates to the Mayor.





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## **1.6 Commitment to fair and transparent Decision Making**

Councillors are ultimately responsible in establishing and maintaining the good governance of the Council and ensuring the Council decision making process is open and transparent.

Councillors must adhere to the requirements of the Governance Rules 2020 and the *Local Government Act 2020*. Councillors will enter into decisions with an open mind and not a pre-determined view.

Councillors will make fair and unbiased decisions adhering to the principles of natural justice, whilst considering how a person's interest may be affected by a Council decision.

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## 2 Treatment of Others

The Standards of Conduct states “A Councillor must, in performing the role of a Councillor, treat other Councillors, members of Council staff, the municipal community and members of the public with dignity, fairness, objectivity, courtesy and respect, including by ensuring that the Councillor—

- a) takes positive action to eliminate discrimination, sexual harassment and victimisation in accordance with the **Equal Opportunity Act 2010**; and
- b) supports the Council in fulfilling its obligation to achieve and promote gender equality; and
- c) does not engage in abusive, obscene or threatening behaviour in their dealings with members of the public, Council staff and Councillors; and
- d) in considering the diversity of interests and needs of the municipal community, treats all persons with respect and has due regard for their opinions, beliefs, rights and responsibilities.

### 2.1 General Conduct

Councillors commit to treating all people with courtesy and respect recognising there are legitimate difference in opinions, race, culture, religion, language gender and abilities.

Councillors will lead by example within the community by celebrating diversity, promoting equity and inclusion, combatting discrimination and victimisation and demonstrating respect for each other.

### 2.2 Fairness and Equity

Victorian and Commonwealth Equal Opportunity and anti-discrimination legislation protects people from being treated unfavourably because of a characteristic protected by law.

These characteristics include: age; carer or parental status; disability; employment activity; gender identity, lawful sexual activity and sexual orientation; industrial activity; marital status; physical features; political belief of activity; pregnancy or breastfeeding; race; religious belief or activity; sex; expunged homosexual conviction. Personal association with someone who has, or is assumed to have, one of these personal characteristics is also a protected characteristic.

The *Victorian Charter of Human Rights and Responsibilities Act 2006* protects people’s human rights, including their civil and political rights. The purpose of the Charter is to build a culture of respect and openness towards others’ human rights that goes beyond mere compliance.

Councillors recognise their obligations under relevant legislation and are committed to building a workplace free of either direct or indirect discrimination or victimisation where everyone has equitable access to the same rights and opportunities.

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## **2.3 Gender Equality, Diversity and Inclusiveness**

An inclusive workplace, organisation or community is achieved when diversity (age, cultural backgrounds, genders, perspectives) is encouraged, individuals feel respected and equal access to opportunities and resources is a priority.

Council is required to build inclusive workforces through the *Local Government Act 2020*, the *Gender Equality Act 2020*, as well as human rights, equal opportunity and anti-discrimination legislation.

Councillors are committed to building and supporting an inclusive work environment in which everyone is treated fairly, and with respect and dignity. Councillors will promote an inclusive environment that embraces all that makes us different, and articulate the benefits that these differences bring to our organisation and community.

## **2.4 Traditional Owners**

Council recognises it has a pivotal role in supporting the achievement of equity and opportunity for Aboriginal communities.

Councillors are committed to recognising, celebrating and respecting indigenous culture and strengthening relationships with relevant Registered Aboriginal Parties such as the Taungurung Land and Waters Council Aboriginal Corporation and the Wurundjeri Woi Wurrung Cultural Heritage Aboriginal Corporation.

## **2.5 Interacting with Children and Young People**

Council prides itself on being a child safe organisation and has zero tolerance for child abuse. Council adheres to the Victorian Child Safe Standards and related legislation.

Councillors must be aware of their responsibilities outlined in Council's Child Safe Policy and be clear about processes for reporting and acting on concerns or reports of abuse or neglect of a child.

Councillors will respect, listen to and promote the rights of children and ensure behaviour and interactions with children are age appropriate, respectful and adhere to the behavioural expectations outlined in the Child Safe standards.

## **2.6 Caring for the Environment**

Council recognises its responsibility under the Governance Principles to promote environmental sustainability and are committed to planning for climate change risks.



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## **2.7 Promoting Health, Safety and Wellbeing in the Workplace**

In line with Occupational Health and Safety, Human Rights and Equal Opportunity legislation, Council is committed to protecting the health, safety and well-being of all. Councillors acknowledge the responsibility to provide, as far as practicable, a safe Council working environment that is free from bullying and violent behaviour.

Councillors are expected to promote an environment of well-being in the workplace and ensure all people in the workplace, which includes fellow Councillors, staff, visitors, contractors and community, are treated with respect and report any acts or suspected acts of bullying and violence to the Chief Executive Officer.

### Ensuring a Safe Workplace

Council's priority is to ensure a safe workplace for all Councillors, staff and visitors. The use of alcohol and drugs contributes to accidents, injury and illness in the workforce. As part of our commitment to the health, safety and wellbeing of our staff the following applies:

Consumption of alcohol is not permitted, including:

- consumption at Council premises at all times, and
- consumption at any other venues during working hours (e.g. restaurant).

Councillors must not be under the influence of alcohol, drugs or other substances while attending Council meetings or Briefings and comply with the legal alcohol blood levels when operating a Council vehicle or travelling to and from a Council engagement.

Possession, use or trafficking of illegal drugs is not permitted. This would be considered serious misconduct and managed accordingly.

The Chief Executive Officer in limited circumstances may approve the provision or consumption of alcohol at a Council work site or Council event. Such event must always comply with the following:

- be supervised by a certified RSA person to ensure responsible service of alcohol,
- provide food to reduce the effects of alcohol, and
- provide and promote the consumption of water and non-alcoholic drinks.

Under the *Occupational Health and Safety Act 2004*, Council must provide a workplace free from risks to health and safety, including exposure to environmental tobacco smoke.

Councillors who choose to smoke must comply with Council's Smoke Free Workplace Policy.

This means:

- Smoking is not allowed in any Council building, within the grounds of Council's workplace or in any Council-owned and operated vehicle.
- Smoking is not allowed while working or liaising with members of the public. This includes smoking at a client's home while conducting Council business.
- Smoking is only allowed more than 5 meters away from the entrance and exits of all buildings and any outside communal area (including public toilets, BBQ areas)
- Smoking is only allowed during allocated breaks.



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### **3 Compliance with Good Governance Measures**

The Standards of Conduct states “a Councillor, in performing the role of a Councillor, to ensure the good governance of the Council, must diligently and properly comply with the following—

- a) any policy, practice or protocol developed and implemented by the Chief Executive Officer in accordance with section 46 of the Act for managing interactions between members of Council staff and Councillors;
- b) the Council expenses policy adopted and maintained by the Council under section 41 of the Act;
- c) the Governance Rules developed, adopted and kept in force by the Council under section 60 of the Act;
- d) any directions of the Minister issued under section 175 of the Act.

#### **3.1 Organisational Relationship**

Good governance is dependent on how well the relationship between the elected members and the organisation works, as well as mutual respect and understanding between Councillors and Officers in relation to their respective roles, functions and responsibilities.

Councillors need to be aware of the requirements of *section 124* of The Act and must not intentionally direct, or seek to direct, a member of Council staff in the exercise of their duties. This provision also applies in respect of Officer reports presented to Council and on directing staff under delegation or as an Authorised Officer. It is important to note that section 124 applies to Councillors even when acting in a group outside formal Council or delegated committee meetings such as at Councillor Briefings (Assemblies of Councillors).

To achieve good governance, clear and effective communication protocols for Councillors and Council staff are essential. The following applies to Councillor/Staff relationships, Councillors:

- accept that the role of Council is one of advocacy, strategic direction and leadership rather than operational management and administration
- will refrain from using their position to improperly influence members of staff in their duties or functions, or to gain an advantage for themselves or others
- will respect the functions of the Chief Executive Officer and to comply with the policies, practices and protocols defining arrangements between Council staff and Councillors that are adopted by the Chief Executive Officer
- will respect the roles and responsibilities of all Council Officers
- in seeking information on a specific matter, will do so via the Chief Executive Officer or the relevant Director
- acknowledge that contact with Managers is appropriate where Councillors are seeking clarification or further specific information on a particular matter
- will communicate courteously and respectfully with others including Council Officers and expect the same behaviour in return
- will not denigrate or undermine Council Officers, including in Council meetings, discussions with community members or communication exchanges
- are to lodge resident or Councillor requests with the Executive Assistant or directly via Councils website.

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Personal Interactions with Council Officers

When dealing with Council in a private capacity (i.e. as a ratepayer, recipient of a council service or applicant for a permit) Councillors will not seek any preferential treatment. The same service standards as any member of the public should be expected and respect for the process will be shown.

It is acknowledged that Councillors are also community members and may have interactions with Council Officers in their personal lives, through family, friendship, business and community involvement. In doing so Councillors will maintain boundaries between personal and Council business, and commit to ensuring that the role as a Councillor does not impact on these relationships outside of Council, and that the relationships do not impact upon good judgment when undertaking the role as a Councillor.

### **3.2 Councillor Support, Expenses and Information**

Councillors acknowledge that the resources provided to support them are publicly funded and with that comes a heightened responsibility to ensure they are used effectively and economically for the purposes they were provided.

Councillors must adhere to the requirements and principles of the “Councillor Support and Allowances Policy”.

Councillors will adhere with all Council policies in regard to provided resources, including IT and will not use Council resources including email accounts, phones, laptops or the services of Council officers for private purposes.

Councillors are provided with relevant information to help make informed decisions and fulfil their duties, some of which will be made publicly available, or in some instances, remain confidential. Councillors acknowledge and understand the requirements when dealing with confidential information as deemed by the *Local Government Act 2020*.

Councillors will only use the information gained for the purposes of undertaking the role of a Councillors. The Executive Team or relevant Officers will only be requested to provide information to gain a broader understanding of an issue that falls under Council roles and responsibilities. Information communicated to one Councillor will be communicated to all.

### **3.3 Conflict of Interest Procedures**

Each Councillor is required to identify, manage and disclose any conflicts of interest they may have. Councillors therefore recognise the importance of fully observing the requirements of *the Act* in regard to the disclosure of conflicts of interest and will comply with requirements **of the Local Government Act 2020 and the Governance Rules 2020** in regard to conflicts of interest. Upon identifying a conflict of interest, Councillors will follow the procedures as set out in *The Act*.

In addition to the legislated requirements Councillors will:

- a) give early consideration and notify the Mayor as well as the Chief Executive Officer to whether a conflict of interest exists on any matter to be considered at a Council meeting/briefing, Delegated Committee or advisory committee of which the Councillor

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- is a member.
- b) recognise that the legal onus to determine whether a conflict of interest exists rests entirely with each individual Councillor and the Council Officers cannot offer any advice in relation to potential conflicts. If a Councillor cannot confidently say that he or she does not have a conflict of interest, the Councillor will declare a conflict of interest and comply with the relevant requirements as if they had a conflict of interest;
  - c) notify, as soon as possible, the Mayor or the Committee Chair if they consider that they are unable to vote on a matter because of a conflict of interest depending on whether the matter is to be considered by the Council or a delegated committee.

### **3.4 Gifts and Bribery**

Councillors must avoid situations that would give rise to the appearance that a person or body is attempting to secure favourable treatment from you or from the Council, through the provision of gifts, benefits or hospitality of any kind.

Councillors will abide by the Councillor Gifts and Benefits Policy.

### **3.5 Fraud and Corruption**

Council is committed to building and sustaining an ethical, efficient and effective culture where opportunities for fraud, corruption and maladministration are minimised.

Transparency and accountability in Council's practices is very important and Council has established procedures to support and protect those who may wish to disclose improper or corrupt conduct by Councillors or Council staff.

Councillors are required to comply with legislation, policies and lawful instructions in the performance of your work. Any workplace behaviour that violates any law or regulation or could represent fraud or corrupt conduct, mismanagement of public resource or is a danger to health or safety should be reported to the Chief Executive Officer or the Public Interest Disclosure Coordinator immediately.

### **3.6 Elections (Council, State & Federal elections)**

We will abide by the Election Period Policy contained in Council's Governance Rules 2020, which governs the actions of Murrindindi Shire Council and the Councillors during an election period.

Should a Councillor in their individual capacity choose to nominate as a candidate for a State or Federal Election they will take leave from Council for the election period.

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## **4 Councillor must not discredit or mislead Council or Public**

The Standards of Conduct state that:

- 1) In performing the role of a Councillor, a Councillor must ensure that their behaviour does not bring discredit upon the Council.
- 2) In performing the role of a Councillor, a Councillor must not deliberately mislead the Council or the public about any matter related to the performance of their public duties.

### **4.1 Interaction with the community**

Fostering productive relationships between Council and the community through open communication, collaboration and engagement is imperative in the role of the Councillor.

Councillors must ensure that any communication with the community is devoid of comments that could reasonably be construed as being derogatory, offensive or insulting to any person or which seek to undermine a decision or the decision making process of Council.

Councillors have an obligation to represent the best interests of their community, the Council and the wider municipality. Expectations must be balanced and Councillors must do so in a fair, honest and transparent manner.

### **4.2 Communications, Media and Social Media**

Councillors as representatives of the local community have a primary responsibility to be responsive to the community views and to adequately communicate the position and decisions of Council. The Mayor as the leader of the Councillor group is the primary spokesperson for the Council and the CEO is the spokesperson for the organisation, this will be respected by the Councillors.

Individual Councillors are entitled to express their personal opinions through the media, however it should be made clear that such comment is a personal view and does not represent the position of Council. Councillors must also consider the context of their comments to ensure Council does not suffer disrepute.

Councillors need to ensure that the use of social media minimises exposure of Council and Councillors to legal and reputational risk. Councillors must abide by the

When using social media councillors need to have at the forefront of their minds their obligations under the Code of Conduct. The Code of Conduct applies to online activity in the same way it does to other written or verbal communications.



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## **5 Improper Conduct**

### **5.1 Misuse of Position**

A Councillor must not intentionally misuse their position to gain or attempt to gain advantage or cause detriment. This includes use of information, disclosure of confidential information, influencing or directing staff, exercising an unauthorised power, misusing public funds or participating in a decision with a conflict of interest which was not declared.

### **5.2 Directing a member of Council Staff**

It is an offence for a Councillor to direct or seek to direct a member of Council staff in the performance of specified types of tasks. This includes:

- in the exercise of a delegated power, performance of a delegated duty or function
- in the exercise of a power or the performance of a duty or function exercised or performed by the member as an authorised officer under this Act or any other Act
- in the exercise of a power or the performance of a duty or function the member exercises or performs in an office or position the member holds under this Act or any other Act
- in relation to advice provided to the Council or a delegated committee, including advice in a report to the Council or delegated committee.

### **5.3 Disclosure of Confidential Information**

A Councillor must not intentionally or recklessly disclose information that the person knows or should reasonably know is confidential information.

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## **6 Misconduct, Serious Misconduct and Gross Misconduct**

### **6.1 Misconduct**

Misconduct by a Councillor means any breach of the prescribed standards of conduct as described in this Councillor Code of Conduct.

### **6.2 Serious Misconduct**

Serious Misconduct by a Councillor is defined as being any of the following:

- a) the failure by a Councillor to comply with the Council's internal arbitration process
- b) the failure by a Councillor to comply with a direction given to the Councillor by an arbiter
- c) the failure of a Councillor to attend a Councillor Conduct Panel hearing in respect of that Councillor
- d) the failure of a Councillor to comply with a direction of a Councillor Conduct Panel
- e) continued or repeated misconduct by a Councillor after a finding of misconduct has already been made in respect of the Councillor by an arbiter or by a Councillor Conduct Panel
- f) bullying by a Councillor of another Councillor or a member of Council staff;
- g) conduct by a Councillor that is conduct of the type that is sexual harassment of a Councillor or a member of Council staff;
- h) the disclosure by a Councillor of information the Councillor knows, or should reasonably know, is confidential information;
- i) conduct by a Councillor that contravenes the requirement that a Councillor must not direct, or seek to direct, a member of Council staff
- j) the failure by a Councillor to disclose a conflict of interest and to exclude themselves from the decision making process when required to do so in accordance with this Act;

### **6.3 Gross Misconduct**

Gross Misconduct by a Councillor means behaviour that demonstrates that a Councillor –

- a) failed to comply with the Council's internal arbitration process
- b) is not of good character or
- c) is otherwise not a fit or proper person to hold the office of Councillor, including behaviour that is sexual harassment and that of an egregious nature.

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## **7 Maintaining the Integrity of this Code**

### **7.1 Dispute Resolution**

Councillors have an individual and collective responsibility to try every avenue possible to resolve such disputes in house and from allowing them to escalate further.

This dispute resolution procedure is intended to be used:

1. when Councillors have been unable to resolve an interpersonal conflict and where the situation is unduly affecting the operation of the Council or
2. to manage complaints or concerns regarding the behaviour of Councillors from the public or Council staff.

It is not intended to resolve differences in policy or decision-making, which are appropriately resolved through discussion and voting in Council and Committee Meetings.

Where the dispute arises from a complaint generated by a member of the public or Council staff, access to the dispute resolution process under this Code is only possible where a Councillor or group of Councillors takes up the complaint about another Councillor on behalf of the complainant.

#### Step 1. Self –Resolution

##### *Responsible Authority - Councillors*

Councillors must take personal responsibility and endeavour to resolve their differences in an informal, but at all times, courteous and respectful manner, recognising that they have been elected to represent the best interests of the community.

Councillor Only Time is an opportunity to respectfully and constructively raise issues for discussion by the group.

#### Mayoral Negotiation

If the informal resolution process between the Councillors is unsuccessful, the Mayor should be involved as soon as practically possible to convene a meeting of the parties.

A dispute referred for Mayoral negotiation may relate to:

- an interpersonal conflict between Councillors where the conflict is or is likely to affect the operations of the Council; or
- an alleged contravention of the Councillor Code of Conduct.

The party requesting the Mayoral negotiation meeting is to provide the Mayor with the name of the other Councillor and the details of the dispute in writing. The written request is to indicate that it is for a “Mayoral negotiation” dispute resolution process. Where the request relates to an alleged contravention of the Councillor Code of Conduct, the request must:

- specify the name of the Councillor alleged to have contravened the Code;
- specify the provision(s) of the Code that is alleged to have been contravened;
- include evidence in support of the allegation;
- name the Councillor appointed to be their representative where the request is made by a group of Councillors; and
- be signed and dated by the requestor or the requestor’s representative.

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Within 5 working days of receipt of the complaint, the Mayor will:

- provide written acknowledgment of receipt of the complaint to the Complainant;
- provide a copy of the complaint to the Councillor concerned; and
- attempt to facilitate a resolution and convene a meeting. The Mayor may call upon the Councillor Conduct Officer for advice and guidance at this point in the process.

The role of the Mayor at the meeting is to provide guidance to Councillors about what is expected of a Councillor including in relation to the role of a Councillor under section 28 of the *Local Government Act 2020*, and the observation of the Councillor Standards of Conduct and the Councillor Code of Conduct.

The Mayor is to document any agreement reached at the meeting. Copies of the agreement are to be provided to both parties. Where one party does not comply with the agreement, the other party has recourse to external mediation.

If the parties cannot resolve the dispute at the meeting, a further meeting may be convened with the consent of both parties. Where the dispute remains unresolved, the parties should progress to external mediation.

#### Dispute between Councillors and the Mayor

In the event that the dispute involves the Mayor, the Deputy Mayor or other Councillor nominated by Council resolution will perform the role of the Mayor in facilitating discussions between the parties in dispute and liaising with the CCO.

#### External Mediation

If reconciliation of the dispute is not possible after Mayoral negotiation, it is the responsibility of the Mayor to seek assistance from an external mediator to resolve the dispute, preferably with the active support of the parties to the dispute, who must be informed of such a decision in any circumstance.

A Councillor or a group of Councillors may make an application for a dispute to be referred for external mediation whether or not the dispute has been the subject of an application for “self resolution”.

The applicant is to submit a written application to the CCO setting out the name of the Councillor and the details of the dispute. The application is to indicate that the application is for an “external mediation”. Where the application relates to an alleged contravention of the Councillor Code of Conduct, the application must:

- specify the name of the Councillor alleged to have contravened the Code;
- specify the provision(s) of the Code that is alleged to have been contravened;
- include evidence in support of the allegation;
- name the Councillor appointed to be their representative where the application is made by a group of Councillors; and
- be signed and dated by the applicant or the applicant’s representative.

The applicant is to notify the other party of the request and provide him or her with a copy of the application either at the same time that it is submitted to the CCO or as soon as practical thereafter.

### *Councillor Code of Conduct 2021*

The CCO is to ascertain (in writing) whether or not the other party is prepared to attend an “external mediation”. If the other party declines to participate in an external mediation, he or she is to provide their reasons for doing so in writing to the Councillor Conduct Officer. These reasons may be taken into account if the matter is, subsequently, the subject of an application for a Councillor Conduct Panel.

When the other party declines to participate in an external mediation, this does not constitute a contravention of this Councillor Code of Conduct.

If the other party agrees to participate in an external mediation, the CCO is to advise the applicant, the Mayor and Chief Executive Officer immediately.

The CCO is to engage the services of an external mediator to conduct the mediation at the earliest practicable opportunity.

The mediator is to document any agreement reached at the meeting. Copies of the agreement are to be provided to both parties. Where one party does not comply with the agreement, the other party has recourse to the internal resolution procedure where the matter relates to an alleged contravention of the Councillor Code of Conduct.

If the parties cannot resolve the dispute at the meeting, a further meeting may be convened with the consent of both parties. Where the dispute remains unresolved, the applicant has recourse to the internal resolution procedure where the matter relates to an alleged contravention of the Councillor Code of Conduct.

## **7.2 Breaches of the Prescribed Standards of Conduct**

### Internal Arbitration process

Section 141 of the Local Government Act 2020 prescribes the Internal Arbitration Process:

1. The internal arbitration process applies to any breach of the prescribed standards of conduct.
2. The following applies to an internal arbitration process—
  - a) any processes prescribed by the regulations, including any application process
  - b) the arbiter must ensure that parties involved in internal arbitration process are given an opportunity to be heard by the arbiter
  - c) the arbiter must ensure that a Councillor who is a party to an internal arbitration process does not have a right to representation unless the arbiter considers that representation is necessary to ensure that the process is conducted fairly
  - d) any requirements prescribed by the regulation

### Making an Application

An application for an internal arbitration process to make a finding of misconduct against a Councillor may be made by:

- the Council following a resolution of the Council; or
- a Councillor or a group of Councillors.

An application under section 143 of the *Local Government Act 2020* must be made within 3 months of the alleged misconduct occurring.



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An application under section 143 must be given to the Principal Councillor Conduct Registrar in the manner specified by the Principal Councillor Conduct Registrar in any guidelines published under section 149(1)(c).

The prescribed process for an application for internal arbitration must include:

- the name of the Councillor alleged to have breached the standards of conduct; and
- the clause of the standards of conduct that the Councillor is alleged to have breached; and
- the misconduct that the Councillor is alleged to have engaged in that resulted in the breach; and
- after receiving an application under section 143 of the Act, the Councillor Conduct Officer provides the application to the Councillor who is the subject of the application.

An arbiter appointed to hear a matter subject to an application must:

- a) conduct the hearing with as little formality and technicality as the proper consideration of the matter permits; and
- b) ensure that the hearing is not open to the public.

An arbiter—

- a) may hear each party to the matter in person or solely by written or electronic means of communication; and
- b) is not bound by the rules of evidence and may be informed in any manner the arbiter sees fit; and
- c) may at any time discontinue the hearing if the arbiter considers that
  - I. the application is vexatious, misconceived, frivolous or lacking in substance; or
  - II. the applicant has not responded, or has responded inadequately, to a request for further information.

Principal Councillor Conduct Registrar must examine application

The Principal Councillor Conduct Registrar, after examining an application under section 143, must appoint an arbiter to the Council to hear the matter if the Principal Councillor Conduct Registrar is satisfied that—

- a) the application is not frivolous, vexatious, misconceived or lacking in substance; and
- b) there is sufficient evidence to support an allegation of a breach of the Councillor Code of Conduct as specified in the application.

The Principal Councillor Conduct Registrar must reject an application if the Principal Councillor Conduct Registrar is not satisfied under subsection (1)(a) or (b).

The rejection of an application by the Principal Councillor Conduct Registrar under this section does not prevent a further application being made under section 143 in respect of the same conduct by a Councillor that was the subject of the rejected application.

Information provided to an arbiter or produced by an arbiter for the purpose of an internal arbitration process, other than the findings and the reasons, is confidential information.

Arbiter must refer certain applications

If, at any time before, during or after the hearing of an application for an internal arbitration process, the arbiter believes that the conduct that is the subject of the application for an internal arbitration process appears to involve serious misconduct and would more

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appropriately be dealt with as an application under section 154, the arbiter must refer the matter in writing to the Principal Councillor Conduct Registrar.

If the Principal Councillor Conduct Registrar receives a referral under subsection the above, the Principal Councillor Conduct Registrar must notify the parties to the application for an internal arbitration process that the matter has been referred by the arbiter.

Sanctions that may be imposed by an arbiter on finding of misconduct

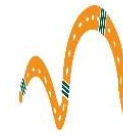
1. If after completing the internal arbitration process, the arbiter determines that a Councillor has failed to comply with the prescribed standards of conduct, the arbiter may make a finding of misconduct against the Councillor.
2. If an arbiter has made a finding of misconduct against a Councillor, the arbiter may do any one or more of the following—
  - a) direct the Councillor to make an apology in a form or manner specified by the arbiter;
  - b) suspend the Councillor from the office of Councillor for a period specified by the arbiter not exceeding one month;
  - c) direct that the Councillor be removed from any position where the Councillor represents the Council for the period determined by the arbiter;
  - d) direct that the Councillor is removed from being the chair of a delegated committee for the period determined by the arbiter;
  - e) direct a Councillor to attend or undergo training or counselling specified by the arbiter.
3. The arbiter must provide a written copy of the arbiter's decision and statement of reasons to—
  - a) the Council; and
  - b) the applicant or applicants; and
  - c) the respondent; and
  - d) the Principal Councillor Conduct Registrar.
4. Subject to subsection (5), a copy of the arbiter's decision and statement of reasons must be tabled at the next Council meeting after the Council received the copy of the arbiter's decision and statement of reasons and recorded in the minutes of the meeting.
5. If the arbiter's decision and statement of reasons contains any confidential information, the confidential information must be redacted from the copy tabled under subsection (4).

No Applications during Election Period

An application cannot be made for an internal resolution procedure during the election period for a general election. Any internal resolution procedure that is in progress is to be suspended during the election period for a general election.

If the respondent to an application for an internal resolution procedure is not returned to office as a Councillor in the election, the application lapses. If the respondent is returned to office in the election, the application may resume if:

- the application was made by the Council and the Council so resolves; or
- the application were made by a group of Councillors and any one (or more) of those Councillors who has been returned to office wishes to proceed with the application; or
- the applicant (individual Councillor) is returned to office and wishes to proceed with the application.



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Request for Councillor Conduct Panel

The Principal Councillor Conduct Registrar manages the establishment of Councillor Conduct Panels.

All applications (supported with evidence) to establish a panel to hear allegations of misconduct or serious misconduct must go to the registrar. The panel must be established if the registrar is satisfied that the application is not frivolous or misconceived or lacking in substance, is supported by evidence and council processes have been fully exhausted or are not appropriate.

Notes Section 154 Application to Councillor Conduct Panel

1. A Councillor Conduct Panel may hear an application that alleges serious misconduct by a Councillor.
2. Subject to subsection (4), an application for a Councillor Conduct Panel to make a finding of serious misconduct against a Councillor may be made by—
  - a) the Council following a resolution of the Council to make an application to a Councillor Conduct Panel under this subsection in respect of a Councillor's conduct; or
  - b) a Councillor or a group of Councillors; or
  - c) the Chief Municipal Inspector.
3. An application under subsection (2) must be made within 12 months of the alleged serious misconduct occurring.
4. An application for a Councillor Conduct Panel to make a finding of serious misconduct against a Councillor that alleges that the Councillor has failed to disclose a conflict of interest may only be made by the Chief Municipal Inspector.
5. An application made under this section must be given to the Principal Councillor Conduct Registrar in the manner specified by the Principal Councillor Conduct Registrar in any guidelines published under section 149(1)(n).
6. An application made under this section must—
  - a) specify the ground or grounds for the application; and
  - b) set out—
    - I. the circumstances, actions or inactions of the Councillor who is the subject of the application that are alleged as constituting serious misconduct; and
    - II. the particulars of any evidence of those circumstances, actions or inactions of the Councillor that are alleged as constituting the serious misconduct; and
  - c) specify—
    - I. any steps taken by Council to resolve the matter that is the subject of the application and the reason why the matter was not resolved by the taking of those steps; or
    - II. if the Council did not take any steps to resolve the matter that is the subject of the application, the reason why the Council did not take any steps to resolve the matter.
7. If an application is made under this section by the Council or a group of Councillors, the application must state the name and address of the Councillor whom the Council or the group of Councillors has appointed as representative of the Council or the group of Councillors.

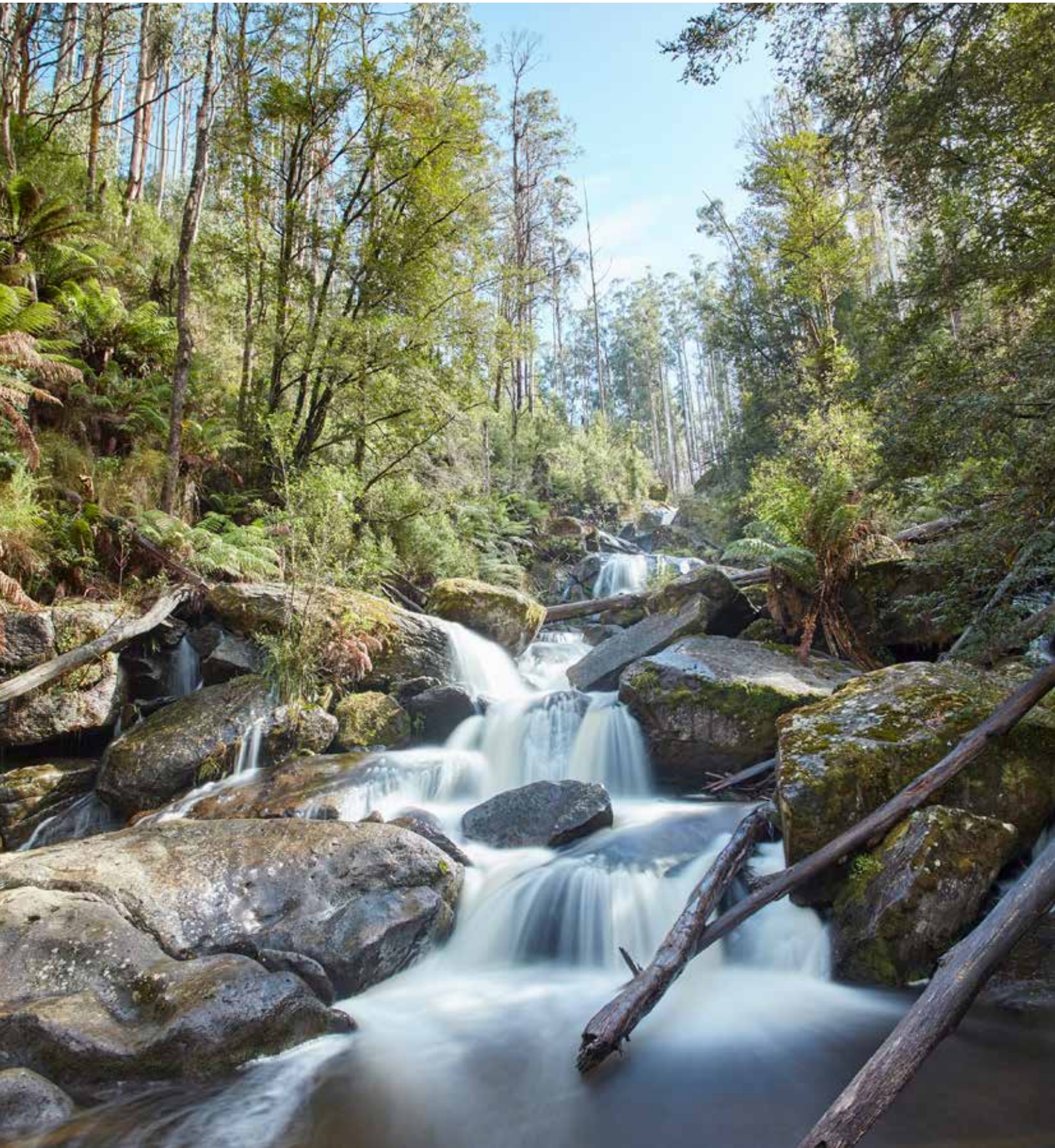


# MURRINDINDI SHIRE COUNCIL PLAN 2017-2021



**Murrindindi**  
Shire Council

## QUARTERLY REPORT (OCTOBER-DECEMBER 2020)



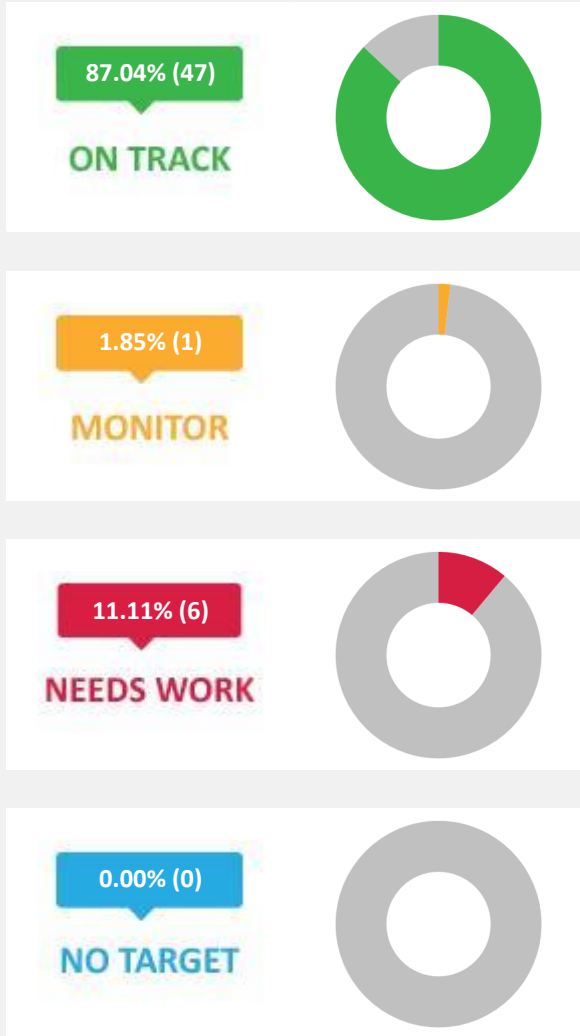
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## INTRODUCTION

This report provides a quarterly summary of progress towards delivering the strategies in the Murrindindi Shire Council Plan 2017-2021. The report focuses on action undertaken during the October - December 2020 Quarter. A full report on annual progress and achievements, including an assessment against the Strategic Indicators in the Council Plan is provided each financial year as part of Council's Annual Report.

**ACTION STATUS**



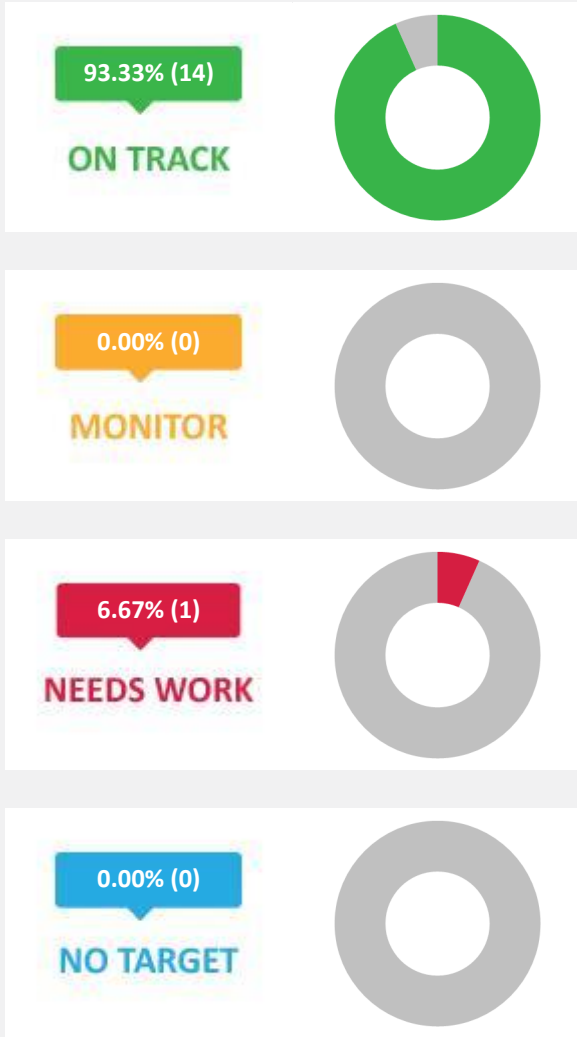
**ACTION PERFORMANCE**



Actions reported on	54
At least 90% of action target achieved	47
Between 70% and 90% of action target achieved	1
Less than 70% of action target achieved	6
Actions with no target set	0

# Our People







## ACTION STATUS







## ACTION PERFORMANCE





Actions reported on	15
At least 90% of action target achieved	14
Between 70% and 90% of action target achieved	0
Less than 70% of action target achieved	1
Actions with no target set	0

<b>STRATEGIC OBJECTIVE</b> 1.1 Together we will celebrate and encourage diverse, caring and connected communities		<b>Actions</b> On Track	<b>KPI</b> -
<b>Strategy</b>	<b>Action Performance</b>	<b>KPI Performance</b>	
1.1.1 Encourage activities and events that celebrate our vibrant, diverse and creative people and communities		<b>On Track</b>	-
1.1.2 Work with community and groups to connect, collaborate and plan for our future		<b>On Track</b>	-
1.1.3 Work with our partner agencies to ensure people of all ages can access the health and community services they need		<b>On Track</b>	-
1.1.4 Create a positive environment that supports our young people to grow, participate and be happy		<b>On Track</b>	-
1.1.5 Promote opportunities for people of all ages to connect with and be involved in their community		<b>On Track</b>	-


Strategic Objective: Together we will celebrate and encourage diverse, caring and connected communities								
Strategy: Encourage activities and events that celebrate our vibrant, diverse and creative people and communities								
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
1.1.1.1 Promote more community celebrations to increase opportunities for the community to connect	Stuart Coller - Acting Manager Community Wellbeing	<p>We provided support to a range of community events and projects through the Grants and Contributions program. The program aimed to:</p> <ul style="list-style-type: none"> <li>- enhance support for re-engaging and reconnecting the community as COVID-19 restrictions eased</li> <li>- expand to encompass the community planning pilot town grant process supported by IAG insurance group,</li> <li>- include social connection funding for Community and Neighbourhood Houses; and</li> <li>- include Sporting Club operational expense subsidies.</li> </ul> <p>The Grants and Contributions Program has completed the 5 of the 10 assessment periods for the 2020/21 financial year.</p>	In Progress	01/07/20	30/06/21	50.00	50.00	 ON TRACK
1.1.1.2 Support creative and cultural activities	Stuart Coller - Acting Manager Community Wellbeing	<p>Our Dindi Live initiative continued into November with 6 performances attracting an average viewer engagement of approximately 1,200. Young people were supported to participate in a live music event in Bendigo attracting 300 people, and DJ workshops in Flowerdale.</p>	In Progress	01/07/20	30/06/21	85.00	50.00	 ON TRACK

Action	Scheduled Meeting Of Council	Responsibility	Progress Comment	- 95 -	Action Status	Start Date	End Date	% Complete	24 February 2021 Target	Status
1.1.1.3	Use our library facilities and programs to connect and celebrate communities	Jacqui Rabel - Manager Customer Experience	<p>COVID-19 pandemic restrictions meant that we continued to operate our library services in a different way. We reopened with COVIDSafe measures in place, continuing the popular 'Book Butler' service with 185 home-deliveries with a total of 2095 items borrowed during the quarter.</p> <p>Our Mobile Library and Customer Service Van recommenced in November. A new Library Management System and Library App was launched in November, in collaboration with our library partner Yarra Plenty Regional Library.</p> <p>In December, some Library programs recommenced including 'Storytime', 'On the Couch' and 'Pageturners Book Groups'.</p>		In Progress	01/07/20	30/06/21	50.00	50.00	 ON TRACK
1.1.1.4	Strengthen our relationship with local Aboriginal communities	Shivaun Brown - Director Community Engagement	<p>The Taungurung Land and Waters Council Chief Executive Officer provided a briefing on the aims of, and areas covered by the Recognition and Settlement Agreement.</p> <p>We implemented the appropriate protocols for Acknowledgement of Country and Welcome to Country.</p> <p>We invited the Taungurung Land and Waters Council to the Launch of 'On Taungurung Land: sharing history and culture' by Roy Henry Patterson and Jennifer Jones.</p>		In Progress	01/07/20	30/06/21	25.00	50.00	 NEEDS WORK


**Strategy: Work with community and groups to connect, collaborate and plan for our future**




Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
1.1.2.1 Help local communities plan for their future	Stuart Coller - Acting Manager Community Wellbeing	<p>We continued to support Community Planning in Marysville, Yea and Toolangi/Castella with project implementation, including grant applications.</p> <p>The Eildon Community Planning project has been deferred until 21/22 as we are focusing on engagement planning associated with the Council Plan, Community Vision, Financial Plan and Heath &amp; Wellbeing Plan.</p> <p>Implementation of the COVID-19 Community Transition Plan is well underway with the following projects delivered: Grant Funding Finder portal, Mental Health Information Session, Connecting the Pieces jigsaw, Hey Neighbour initiative, The 16 Days of Activism campaign, Youth Voice engagement, Dindi Live sessions. We supported an additional 13 new vulnerable community members to access support services via Dindi Link.</p>	In Progress	01/07/20	30/06/21	50.00	50.00	 ON TRACK
1.1.2.2 Promote and encourage volunteering	Stuart Coller - Acting Manager Community Wellbeing	<p>The Good Sport initiative delivered two club development sessions supporting sporting and recreation clubs across the shire to build their volunteer and membership bases and relaunch their programs following COVID-19. 11 clubs participated in the two sessions focusing on: volunteer re-engagement; and diversity and inclusion in sport.</p> <p>The Good Sport initiative continues to provide resources, connections and support to recreation and sporting clubs through Council’s webpage and officer outreach and support.</p>	In Progress	01/07/20	30/06/21	50.00	50.00	 ON TRACK





Action	Scheduled Meeting Of Council	Responsibility	Progress Comment	- 97 -	Action Status	Start Date	End Date	% Complete	Target	Status
1.1.2.3	Strengthen community, sport and recreation groups	Stuart Coller - Acting Manager Community Wellbeing	<p>We have engaged with peak sporting bodies in the development of our Good Sport Initiative, with a focus on: Inclusion and Diversity; Volunteer Recruitment and Retention.</p> <p>We continued to support sport and recreation clubs with advice and guidance to assist them to meet COVID-19 restrictions. A range of resources have been made available to sporting clubs that can support the return to play, via a landing page featuring links to the various sporting initiatives and support.</p>		In Progress	01/07/20	30/06/21	75.00	50.00	 ON TRACK



**Strategy: Work with our partner agencies to ensure people of all ages can access the health and community services they need**

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status	
1.1.3.1	Encourage provision of services that meet community needs	Stuart Coller - Acting Manager Community Wellbeing	<p>We delivered a professional development session on child protection for more than 100 early years professionals.</p> <p>We progressed key initiatives in the COVID-19 Community Transition Plan in partnership with the Health &amp; Wellbeing Consortium members.</p>	In Progress	01/07/20	30/06/21	60.00	50.00	 ON TRACK

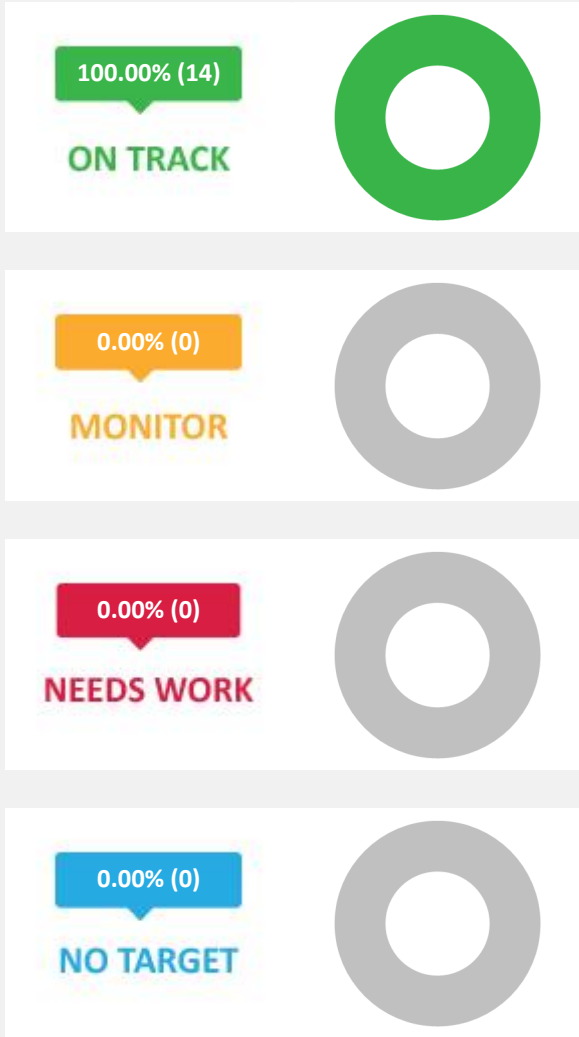
Action	Scheduled Meeting Of Council	Responsibility	Progress Comment	- 98 -	Action Status	Start Date	End Date	% Complete	24 February 2021 Target	Status
1.1.3.2 Promote programs that encourage active lifestyle and access to healthy food		Stuart Coller - Acting Manager Community Wellbeing	<p>Our new initiative to provide free entry to our swimming pools in Alexandra, Eildon, Marysville and Yea over for the 2020/21 season saw 8,000 patrons accessing the service.</p> <p>We continued to support Community and Neighbourhood Houses and Hubs to increase their capacity to meet the emergency food relief needs of the community and continue to operate food share tables including fresh home grown produce.</p> <p>We coordinated colour run events at seven primary schools across the Shire with over 800 students taking part in the initiative promoting physical activity in a school setting.</p>		In Progress	01/07/20	30/06/21	65.00	50.00	 ON TRACK
1.1.3.3 Strengthen local aged and disability services		Stuart Coller - Acting Manager Community Wellbeing	<p>We continued to provide support to people to connect them to services as required through our Dindi Link service, 13 people have been assisted directly through DindiLink for the quarter. The Dindilink section of our website allows people to independently source information to connect to services independently with 157 views during the quarter.</p>		In Progress	01/07/20	30/06/21	50.00	50.00	 ON TRACK
1.1.3.4 Support healthy and happy children and families		Stuart Coller - Acting Manager Community Wellbeing	<p>Our Murrindindi Family Day Care service continued to provide high quality, flexible child care. We supported kindergarten's and child care centres across the Shire to develop a communication strategy for Kindergarten enrollments.</p> <p>We participated in the 16 Days of Activism Campaigning with Women's Health Goulburn North East and Mitchell Shire Council. The Campaign aims to prevent violence against women and children, this included an online community information session..</p>		In Progress	01/07/20	30/06/21	72.00	50.00	 ON TRACK

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
1.1.4.1 Encourage young people to participate and lead	Stuart Coller - Acting Manager Community Wellbeing	We ran a 'Youth voice' project seeking feedback from young people on their experience through the COVID-19 pandemic. 64 young people were engaged with key concerns identified including: mental health, training and pathways, and community connection. Our Youth Leadership Program concluded with seven young people completing their leadership journey.	In Progress	01/07/20	30/06/21	70.00	50.00	 ON TRACK
1.1.4.2 Improve access to the support young people need	Stuart Coller - Acting Manager Community Wellbeing	In response to the COVID-19 Community Transition Plan we have started developing a plan to investigate better career pathway opportunities for young people with local businesses and community.	In Progress	01/07/20	30/06/21	50.00	50.00	 ON TRACK

**Strategy: Promote opportunities for people of all ages to connect with and be involved in their community**

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
1.1.5.1 Inspire people to be engaged and active	Stuart Coller - Acting Manager Community Wellbeing	We supported Community and Neighbourhood Houses and Hubs to develop activities that support social inclusion and connection activities for vulnerable members of the community, including providing quick response grants to support emergency food relief.	In Progress	01/07/20	30/06/21	65.00	50.00	 ON TRACK
1.1.5.2 Remove barriers that restrict people's participation in the community	Stuart Coller - Acting Manager Community Wellbeing	We participated in the Access 4 All Project Advisory Group, which is a part of the Nexus led Linkages and Capacity Building project established to ensure equity of access and increased inclusion of people with disability in mainstream services. Discussions were held with the Ethnic Council of Shepparton to plan a project to assist with identifying who and where Culturally and Linguistically Diverse (CALD) communities are located in Murrindindi.	In Progress	01/07/20	30/06/21	50.00	50.00	 ON TRACK








**ACTION STATUS**



**ACTION PERFORMANCE**




Actions reported on	14
At least 90% of action target achieved	14
Between 70% and 90% of action target achieved	0
Less than 70% of action target achieved	0
Actions with no target set	0


STRATEGIC OBJECTIVE 2.1 We will maintain and enhance places to be attractive and liveable, in balance with our natural environment		Actions On Track	KPI -
Strategy	Action Performance	KPI Performance	
2.1.1 Support recreation opportunities for our residents and visitors that encourage participation and community connections		On Track	-
2.1.2 Improving links and making Murrindindi Shire easier to navigate and its services and destinations easy to find		On Track	-
2.1.3 Through good land use planning enhance the liveability, prosperity and the rural character of our Shire		On Track	-
2.1.4 Strengthen the environmental sustainability of our communities, protect our natural environment and reduce resource consumption		On Track	-
2.1.5 Recognise and embrace the history, culture and identity of our towns and communities		On Track	-
2.1.6 Enhance community safety, resilience and liveability through improved planning, community engagement, and a fair and transparent approach to compliance		On Track	-



**Strategic Objective: We will maintain and enhance places to be attractive and liveable, in balance with our natural environment**

**Strategy: Support recreation opportunities for our residents and visitors that encourage participation and community connections**



Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
2.1.1.1 Explore innovative approaches to promote tracks, trails, sport and recreational opportunities	Matt Thomas - Manager Business, Tourism and Events Recovery	In partnership with Mitchell and Mansfield Shire Councils we committed to involvement in the TV series Trail Towns to promote our local cycling assets.	In Progress	01/07/20	30/06/21	50.00	50.00	 ON TRACK
2.1.1.2 Deliver the Recreation and Open Space Strategy	Stuart Coller - Acting Manager Community Wellbeing	We progressed the priority projects of: - Eildon Improvement Plan - Alexandra Youth Precinct - Yea Recreation Reserve Oval Lighting upgrade including tender documentation for detailed design and construction.	In Progress	01/07/20	30/06/21	82.00	50.00	 ON TRACK

**Strategy: Improving links and making Murrindindi Shire easier to navigate and its services and destinations easy to find**

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
2.1.2.1 Improve information and directional signage	Matt Thomas - Manager Business, Tourism and Events Recovery	We commenced work with the Friends of the Great Victorian Rail Trail and the Taungurung Land and Waters Council to develop information for use on signage on the Rail Trail.	In Progress	01/07/20	30/06/21	50.00	50.00	 ON TRACK


Action	Scheduled Meeting Of Council	Responsibility	Progress Comment	- 103 -	Action Status	Start Date	End Date	% Complete	Target	Status
2.1.2.2	Identify and upgrade road links for key attractions and business	Caroline Lintott - Manager Community Assets	Our safety improvement construction works on High Street Yea was completed during the quarter.  We submitted applications for a number of road safety grants. We continued to meet with key agencies to advocate for the road safety needs across the municipality.  We continued the development of a 10 year capital works program and the 2021/2022 capital works program that will consider upgrades for road link needs.		In Progress	01/07/20	30/06/21	86.00	50.00	 ON TRACK
2.1.2.3	Improve pathway links for pedestrians and school students, cyclists and horse riders	Caroline Lintott - Manager Community Assets	We submitted a number of grant applications to improve pathway links within main township areas. We are currently awaiting the outcome of those applications.  We awarded the 2020/2021 path program with works to commence early in 2021.		In Progress	01/07/20	30/06/21	60.00	50.00	 ON TRACK

**Strategy: Through good land use planning enhance the liveability, prosperity and the rural character of our Shire**


Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status	
2.1.3.1	Implement priority actions from existing strategic plans	Natalie Stewart - Manager Development Services	We finalised the Activating for Growth project prioritisation list and commenced work on including the priority projects into the capital works program.	In Progress	01/07/20	30/06/21	70.00	50.00	 ON TRACK
2.1.3.2	Maintain a proactive Strategic Planning program	Natalie Stewart - Manager Development Services	We completed a Separation Distance Review and Planning Scheme Amendment report for the Alexandra Waste Facilities with the assistance of external consultants.	In Progress	01/07/20	30/06/21	70.00	50.00	 ON TRACK



Strategy: Strengthen the environmental sustainability of our communities, protect our natural environment and reduce resource consumption								
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
2.1.4.1 Introduce new waste management and recycling services and progressively improve existing services	Brad Byrne - Manager Resource Recovery & Environment	<p>We drafted the Waste and Resource Recovery Strategy 2030. This will progress to Council and then the Community for feedback in early 2021.</p> <p>We completed a draft Kerbside Reform Transition Plan and submitted to the Department of Environment Water Land and Planning (DELWP).</p> <p>We have implemented the fire management requirements for all of our Resource Recovery Facilities to ensure compliance with the new Combustible Waste and Recyclable Materials requirements has begun. This includes development of RRC Safety Management Plans for each site.</p>	In Progress	01/07/20	30/06/21	51.00	50.00	 ON TRACK
2.1.4.2 Reduce Council's impact on the environment	Brad Byrne - Manager Resource Recovery & Environment	<p>We awarded the Roadside Conservation Assessment and completed 75% complete.</p> <p>Our Working For Victoria staff completed 6 months of environmental works on the selection of Council owned bushland sites. 18 sites were worked on and 135 tonnes of environmental weeds were removed.</p> <p>We completed 75% of the Roadside Weed and Pest Program.</p>	In Progress	01/07/20	30/06/21	66.00	50.00	 ON TRACK




Action	Scheduled Meeting Of Council	Responsibility	Progress Comment	- 105 -	Action Status	Start Date	End Date	% Complete	Target	Status
2.1.4.3	Support our communities to live, and our businesses to operate more sustainably	Brad Byrne - Manager Resource Recovery & Environment	<p>We committed to become auspice Council for the Goulburn Broken Greenhouse Alliance from July 1 2021 to June 30 2024.</p> <p>We participated in the Goulburn Broken Local Government Biodiversity Reference Group meetings.</p> <p>We supported the following community environmental initiatives:</p> <ul style="list-style-type: none"> <li>- the Upper Goulburn Landcare Network on re-vegetation projects</li> <li>- Yea 2030 regarding their Climate Adaptation Project</li> <li>- the Goulburn Broken Catchment Management Authority's 'Lets Stay Connected' funding proposal for river health improvement and public stencil art to promote community's connection to nature.</li> </ul> <p>We supported the delivery of the Toolangi Community Planning Initiative and Council's partnership with the Upper Goulburn Landcare Network on the Queensland Fruit Fly Initiative.</p>		In Progress	01/07/20	30/06/21	50.00	50.00	 ON TRACK

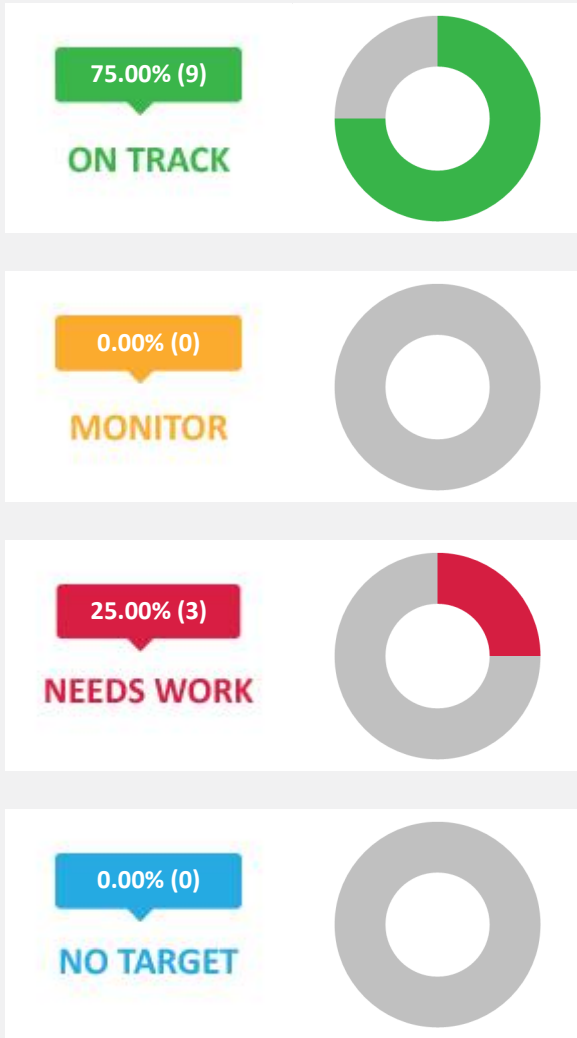
**Strategy: Recognise and embrace the history, culture and identity of our towns and communities**

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status	
2.1.5.1	Showcase the stories and history of our towns, villages and localities	Matt Thomas - Manager Business, Tourism and Events Recovery	We updated the Eildon Tourist Information Board which showcases local tourism attractions and the history of the Eildon area.	In Progress	01/07/20	30/06/21	50.00	50.00	 ON TRACK

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
2.1.6.1 Implement a strategic approach to compliance across Council's regulatory functions and enhance organisational capacity	Natalie Stewart - Manager Development Services	<p>We continued to strengthen education programs to promote compliance in priority areas including shipping containers, unsightly properties, native vegetation removal, living in non-habitual structures and swimming pools.</p> <p>We completed 50% of the Shire Shipping Container mapping project.</p> <p>We implemented a Swimming pool register to meet the new legislative requirements.</p> <p>We have continued our education phase in regards to unsightly properties with positive results across the Shire.</p>	In Progress	01/07/20	30/06/21	65.00	50.00	 ON TRACK
2.1.6.2 Working with the community to promote shared responsibilities	Natalie Stewart - Manager Development Services	<p>During the quarter we commenced:</p> <ul style="list-style-type: none"> <li>- Year one activities under the Domestic Waste-water Management Plan.</li> <li>- The final year activities under the Domestic Animal Management Plan 2017-2021.</li> <li>- Education and consultation with the community on the implementation of the Community Local Law 2020.</li> </ul> <p>We supported proprietors to meet their legislative requirements as part of the new COVID-19 outdoor dining requirements.</p>	In Progress	01/07/20	30/06/21	46.00	50.00	 ON TRACK

Action	Scheduled Meeting Of Council	Responsibility	Progress Comment	- 107 -	Action Status	Start Date	End Date	% Complete	24 February 2021 Target	Status
2.1.6.3	Plan for emergency response and recovery, and promote community resilience	Vito Albicini - Director Assets and Development	Our Municipal Emergency Management Plan was reviewed and adopted.		In Progress	01/07/20	30/06/21	75.00	50.00	 <small>ON TRACK</small>
			We commenced the development of an Emergency Management Policy that will set emergency management direction for the Municipality.							
			We made a submission through the Safer Together Program seeking a grant for \$45,000 to support additional fire prevention works.							
			We supported the development process of a Regional Emergency Management Plan through the Regional Emergency Planning Committee (REMPC), of which Council is a member.							







**ACTION STATUS**








**ACTION PERFORMANCE**





Actions reported on	12
At least 90% of action target achieved	9
Between 70% and 90% of action target achieved	0
Less than 70% of action target achieved	3
Actions with no target set	0

<b>STRATEGIC OBJECTIVE</b> 3.1 In partnership with the community we will promote an environment in which business and community can thrive		<b>Actions</b> <b>On Track</b>	<b>KPI</b> -
<b>Strategy</b>	<b>Action Performance</b>	<b>KPI Performance</b>	
3.1.1 Use a fresh approach to attract new and existing business investment		<b>On Track</b>	-
3.1.2 Work with our businesses, regional partners and communities to support a diverse visitor experience that promotes our natural assets, and a vibrant range of events		<b>On Track</b>	-
3.1.3 Support and encourage local businesses to work together, thrive and grow, through networking, start-up assistance, mentoring, and access to skills		<b>Monitor</b>	-
3.1.4 Advocate for and support high quality opportunities for education and training to meet community and business needs		<b>Off Track</b>	-
3.1.5 Advocate for improved infrastructure and access to public land to realise social and economic opportunities		<b>On Track</b>	-

Strategic Objective: In partnership with the community we will promote an environment in which business and community can thrive								
Strategy: Use a fresh approach to attract new and existing business investment								
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
3.1.1.1 Provide a seamless service for businesses and investors	Matt Thomas - Manager Business, Tourism and Events Recovery	We supported 14 enquiries through the business concierge service from existing and new businesses looking to start or grow their business.	In Progress	01/07/20	30/06/21	60.00	50.00	 ON TRACK
3.1.1.2 Support businesses to recover and grow	Matt Thomas - Manager Business, Tourism and Events Recovery	We promoted local businesses to non-resident ratepayers through a mail-out. Business Partnership Officers provided phone advice and support to over 100 businesses during this period.	In Progress	01/07/20	30/06/21	50.00	50.00	 ON TRACK
3.1.1.3 Use established marketing documentation as well as networks and connections to promote our Shire as a great place to invest and do business	Matt Thomas - Manager Business, Tourism and Events Recovery	We promoted the Lake Eildon Masterplan investment and development opportunities together with Mansfield Shire Council and Tourism North East.	In Progress	01/07/20	30/06/21	50.00	50.00	 ON TRACK
3.1.1.4 Perform at high levels across all regulatory functions, striving to meet statutory timeframes in partnership with other government agencies	Natalie Stewart - Manager Development Services	Our Better Approvals Project was adopted and implemented across the organisation.  We explored opportunities across the organisation to implement Sustainable Subdivisions Framework and Policies into new subdivision developments.	In Progress	01/07/20	30/06/21	70.00	50.00	 ON TRACK


Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
3.1.2.1 Leverage our natural assets to build on the tourism offer	Matt Thomas - Manager Business, Tourism and Events Recovery	We promoted the Murrindindi Shire to the Daylesford and Macedon region through an advertisement in the Midland Express. We began the delivery of the "Discover Your Backyard" initiative. We increased our number of Australian Tourism Data Warehouse (ATDW) listings showcasing local walks and attractions.	In Progress	01/07/20	30/06/21	50.00	50.00	 ON TRACK
3.1.2.2 Partner with regional and local stakeholders to enhance the economic benefit of the tourism sector	Matt Thomas - Manager Business, Tourism and Events Recovery	Our Business Advisory Committee held monthly meetings with to help guide tourism and events activities.  We hosted a Tourism North East familiarisation to better acquaint the team with our region.	In Progress	01/07/20	30/06/21	50.00	50.00	 ON TRACK
3.1.2.3 Strengthen marketing and promotional activities	Matt Thomas - Manager Business, Tourism and Events Recovery	We commenced development of a list of key cycling product for promotion.  We printed 10,000 copies of township maps.  Our social media audience engagement on Facebook and Instagram grew by 14%. We commenced a trial on TikTok which generated 4,000 followers and 172,452 views of our videos.	In Progress	01/07/20	30/06/21	58.00	50.00	 NEEDS WORK
3.1.2.4 Support tourism, experiences, event development and delivery	Matt Thomas - Manager Business, Tourism and Events Recovery	In partnership with Mansfield and Mitchell Shire Council's we have completed a review of directional signage on the trail.  We completed a marketing guide for business use to help them leverage opportunities from the Rail Trail.  We engaged a consultant to undertake the Visitor Information Centre Review which includes engagement with each Centre's Committees.	In Progress	01/07/20	30/06/21	62.00	50.00	 ON TRACK

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
3.1.3.1 Ensure businesses have access to the information and support they need to improve their viability	Matt Thomas - Manager Business, Tourism and Events Recovery	We expanded our collection of tourism resources. We provided weekly updates to the COVID-19 resources that we provide on our web-page.	In Progress	01/07/20	30/06/21	62.00	50.00	 ON TRACK
3.1.3.2 Improve business-to-business and business-to-community networking	Matt Thomas - Manager Business, Tourism and Events Recovery	We ran a series of 7 online business workshop events in partnership with Small Business Victoria	In Progress	01/07/20	30/06/21	25.00	50.00	 NEEDS WORK

**Strategy: Advocate for and support high quality opportunities for education and training to meet community and business needs**

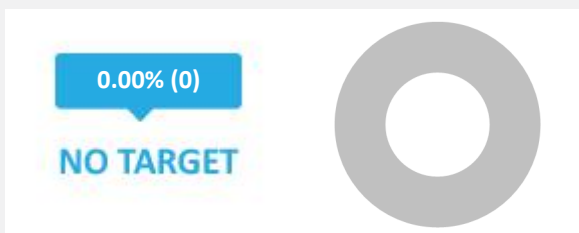
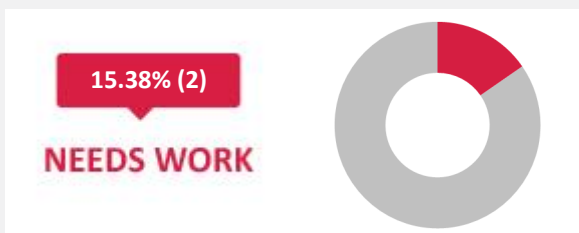
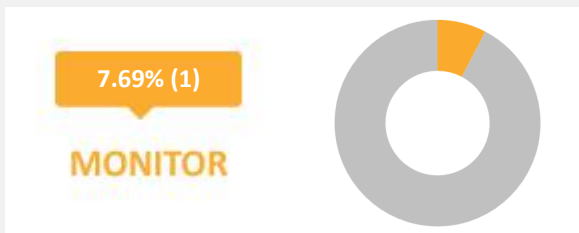
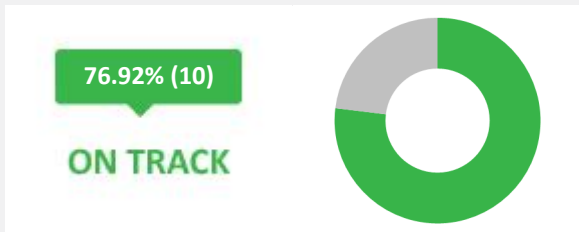
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
3.1.4.1 Assist with the development of a local, skilled workforce	Shivaun Brown - Director Community Engagement	We continued to deliver the Grants and Contributions Program, including the Governance, Skills and Capacity Building stream. This stream supported businesses to understand their business and develop new skills and capacity, opening up new opportunities for growing employment.	In Progress	01/07/20	30/06/21	25.00	50.00	 NEEDS WORK

**Strategy: Advocate for improved infrastructure and access to public land to realise social and economic opportunities**

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
3.1.5.1 Continue to support the roll out of technology and telecommunications	Vito Albicini - Director Assets and Development	We advocated for phone coverage and infrastructure improvements to the Local State and Federal Members of Parliament.	In Progress	01/07/20	30/06/21	50.00	50.00	 ON TRACK











**ACTION STATUS**






**ACTION PERFORMANCE**



Actions reported on	<b>13</b>
At least 90% of action target achieved	<b>10</b>
Between 70% and 90% of action target achieved	<b>1</b>
Less than 70% of action target achieved	<b>2</b>
Actions with no target set	<b>0</b>


STRATEGIC OBJECTIVE 4.1 We will all work in collaboration with our communities to deliver the best possible outcomes in all that we do		Actions On Track	KPI -
Strategy	Action Performance	KPI Performance	
4.1.1 Represent and advocate for our community in a transparent and equitable way		Off Track	-
4.1.2 Ensure our culture, systems and technologies encourage and enable innovation in our business practices and service delivery		On Track	-
4.1.3 Ensure the range of services we provide and the way we provide them are best aligned with community priorities and Council's resources		On Track	-
4.1.4 Commit to developing a stronger customer-focused culture		On Track	-
4.1.5 Expand our communication and two-way engagement with the community		On Track	-
4.1.6 Maintain Council's financial sustainability through sound financial and asset management		On Track	-
4.1.7 Support a skilled, engaged and flexible workforce that can respond to changing needs		On Track	-



Strategic Objective: We will all work in collaboration with our communities to deliver the best possible outcomes in all that we do								
Strategy: Represent and advocate for our community in a transparent and equitable way								
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
4.1.1.1 Advocate for our community's interests to other levels and agents of government	Shivaun Brown - Director Community Engagement	<p>The new Council was elected and the seven Councillors were sworn in. Our newly elected Councillors undertook the first 2 months of the mandatory 6 month Councillor Induction Program. The program focused on introducing Councillors to the legislated requirements under the Local Government Act 2020 and general overview of Council services.</p> <p>We successfully completed all requirements of the first stage of implementation of the Local Government Act 2020. Some of the key policies adopted were:</p> <ul style="list-style-type: none"> <li>- Public Transparency Policy</li> <li>- The Governance Rules 2020</li> <li>- Councillor Expenses and Support Policy</li> <li>- Audit and Risk Committee Charter.</li> </ul> <p>We advocated to the State Government on matters including:</p> <ul style="list-style-type: none"> <li>- funding for the design of facilities as part of the Eildon Reserve Precinct Improvement Plan</li> <li>- an extension to the Working for Victoria Grants Program</li> </ul> <p>We sought support from Ministers in State and Federal Government for Murrindindi's COVID-related Business and Community Recovery Plans.</p>	In Progress	01/07/20	30/06/21	25.00	50.00	 NEEDS WORK

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
4.1.2.1 Collaborate across the organisation to identify, access and implement innovative ideas	Shivaun Brown - Director Community Engagement	We prepared a staff survey to capture innovation opportunities. The survey will be circulated next quarter.	In Progress	01/07/20	30/06/21	50.00	50.00	 ON TRACK
4.1.2.2 Progress Council's key IT applications to enable business process and service improvements	Graham Haylock - Manager Business Services	We implemented a new cloud based Contact Centre solution for front line customer services staff. We also procured Microsoft 365 licenses which are to be rolled out to staff.	In Progress	01/07/20	30/06/21	50.00	50.00	 ON TRACK




Strategy: Ensure the range of services we provide and the way we provide them are best aligned with community priorities and Council's resources

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
4.1.3.1 Commence a program with the community to review and plan how we deliver and the level to which Council's services should be delivered	Caroline Lintott - Manager Community Assets	We appointed an arborist to better manage Council Trees, this was an outcome of the Operations review.  We commenced a detailed review of our current level of maintenance services.  We implemented a remote asset inspection module to monitor the inspection program and record maintenance requirements while on site.	In Progress	01/07/20	30/06/21	30.00	50.00	 NEEDS WORK
4.1.3.2 Continue to explore opportunities to share functions or the delivery of services with other councils	Natalie Stewart - Manager Development Services	We continued our shared service support with Mansfield Shire Council for Building Services with an extension to the contract for a further 2 years.	In Progress	01/07/20	30/06/21	70.00	50.00	 ON TRACK



Strategy: Commit to developing a stronger customer-focused culture								
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
4.1.4.1 Improve the delivery of customer service across Council's operations	Jacqui Rabel - Manager Customer Experience	<p>We launched the new Murrindindi Shire Funding Finder on 9 December 2020. The newsletter service is available free to registered users of the Funding Finder.</p> <p>Social media and other communications continued to raise awareness and increase user uptake. Google analytics reports showed visitation of 40 individuals to the Grant Guru site in the month of December.</p> <p>We launched a new cloud based solution for our Customer Service Contact Centre in December 2020 providing for the Customer Service Team to take calls from anywhere, significantly improving our service delivery.</p> <p>We commenced a new online forms project, with considerable progress made on the the first form (Animal Registration). Work has been completed already to ensure existing paper-based forms (which will inform structure of smart forms) are up to date.</p>	In Progress	01/07/20	30/06/21	68.00	50.00	 <small>ON TRACK</small>

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
4.1.5.1 Enhance Council's community engagement	Stuart Coller - Acting Manager Community Wellbeing	We developed guidelines to support the Public Transparency Policy and a cultural shift towards sharing more of our information with the community.  We developed a draft Community Engagement Policy following community consultation and internal support from our Community Engagement Champions. 57 online survey responses were received, with 19 community members joining focus group conversations.	In Progress	01/07/20	30/06/21	57.00	50.00	 ON TRACK
4.1.5.2 Improve Council's communication and marketing	Jacqui Rabel - Manager Customer Experience	Our communications continued to be heavily COVID-19 related throughout the quarter and we supported the communication of a number of new initiatives from the COVID-19 Community and Business Recovery Plans.	In Progress	01/07/20	30/06/21	55.00	50.00	 ON TRACK

**Strategy: Maintain Council's financial sustainability through sound financial and asset management**

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
4.1.6.1 Continue to ensure Council's long term financial sustainability is maintained	Graham Haylock - Manager Business Services	We commenced a review of our current long term financial planning processes in accordance with the Local Government Act 2020 as part of the development Council's 2021/22 budget.	In Progress	01/10/20	30/06/21	50.00	50.00	 ON TRACK
4.1.6.2 Explore new ways to improve asset life and address Council's asset renewal challenges	Caroline Lintott - Manager Community Assets	We commenced the development of our 20-year capital works program.	In Progress	01/07/20	30/06/21	41.00	50.00	 MONITOR
4.1.6.3 Integrate asset and financial information systems to improve quality of decision making and business processes	Caroline Lintott - Manager Community Assets	We commenced the incorporation of building information into our asset management program including the first stage of testing.	In Progress	01/07/20	30/06/21	45.00	50.00	 ON TRACK

**Strategy: Support a skilled, engaged and flexible workforce that can respond to changing needs**

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
4.1.7.1 Maintain a positive, flexible and engaged organisation	Tara Carter - Manager Governance and Risk	<p>We commenced the development of Workforce and Succession Plans to guide ongoing recruitment practices, attraction and retention of staff strategies.</p> <p>We conducted a staff survey to gauge our organisations understanding of gender equality and to help guide further advancement and policy direction under the Gender Equality Act.</p> <p>We implemented an online platform for Staff to undertake Health and Wellbeing activities and to promote social connection across the organisation.</p>	In Progress	01/07/20	30/06/21	45.00	50.00	 ON TRACK
4.1.7.2 Review Council's management of OH&S with recognition of an ageing workforce and industry best practices	Tara Carter - Manager Governance and Risk	<p>We reviewed the previous years OHS Management Plan outcomes and revised the plan for the 2020/21 year.</p> <p>We conducted OH&amp;S inductions for 21 new staff including 10 staff working from home.</p>	In Progress	01/07/20	30/06/21	50.00	50.00	 ON TRACK

**Statement A**

Murrindindi Shire Council  
Income Statement  
For the period ended 31st December 2020

NOTE	(1)			(2)				
	September Revised Budget 2020/21 \$	Annual Revised Budget 2020/21 \$	Forecast Adjustment 2020/21 \$	YTD Budgets 31/12/2020 \$	Actual 31/12/2020 \$	YTD Budget V Actual Variance 31/12/2020	%	
<b>Revenue</b>								
Rates & Charges	1	21,500,932	21,562,446	61,514	21,521,418	21,504,213	(17,205)	0%
Special Charge	2	27,000	27,000	-	-	-	-	0%
Statutory fees and fines	3	1,181,634	1,187,957	6,323	580,838	604,017	23,179	4%
User fees	4	1,491,760	909,964	(581,796)	413,626	399,406	(14,220)	-3%
Grants - Operating	5	8,182,209	8,613,237	431,028	3,455,860	3,452,568	(3,292)	0%
Grants -Capital	6	4,234,098	4,259,098	25,000	1,273,102	1,266,802	(6,300)	0%
Contributions - Cash	7	166,360	288,970	122,610	146,834	148,396	1,562	1%
Contributions - Non Cash	8	600,000	600,000	-	-	-	-	0%
Reimbursements	9	331,418	330,083	(1,335)	81,358	96,628	15,270	19%
Other revenue	10	1,046,798	709,980	(336,818)	281,943	252,994	(28,949)	-10%
				-				
<b>Total Revenue</b>		<b>38,762,209</b>	<b>38,488,735</b>	<b>(273,474)</b>	<b>27,754,979</b>	<b>27,725,024</b>	<b>(29,955)</b>	<b>0%</b>
<b>Expenses</b>								
Employee Benefits	11	15,579,033	15,610,143	31,110	8,313,142	8,015,737	(297,405)	-4%
Materials and Services	12	13,143,538	13,975,873	832,335	6,474,335	6,231,165	(243,170)	-4%
Depreciation and amortisation	13	9,013,876	8,859,048	(154,828)	101	-	(101)	-100%
Bad and Doubtful Debts	14	-	160,000	160,000	160,000	160,085	85	0%
Other Expense	15	316,886	311,886	(5,000)	136,535	129,858	(6,677)	-5%
Finance Costs (Interest)	16	24,909	24,909	-	9,637	9,642	5	0%
<b>Total Expenses</b>		<b>38,078,242</b>	<b>38,941,859</b>	<b>863,617</b>	<b>15,093,750</b>	<b>14,546,487</b>	<b>(547,263)</b>	<b>-4%</b>
Net gain/(loss) on disposal of property, infrastructure, plant and equipment	17	(622,047)	(622,047)	-	-	-	-	0%
<b>Surplus (deficit) for the period</b>		<b>61,920</b>	<b>(1,075,171)</b>	<b>(1,137,091)</b>	<b>12,661,229</b>	<b>13,178,537</b>	<b>517,308</b>	<b>4%</b>



## Statement B

Murrindindi Shire Council  
Balance Sheet  
as at 31st December 2020

	(1)				(2)			
	Original Budget 2020/21	September Revised Budget 2020/21	Annual Revised Budget 2020/21	Forecast Adjustment	YTD Budget 31/12/2020	Actual 31/12/2020	YTD Budget V Actual Variance 31/12/2020	%
	\$	\$	\$		\$	\$	\$	
<b>Assets</b>								
<b>Current assets</b>								
Cash and cash equivalents	31,332,461	31,564,268	31,376,944	(187,324)	34,166,876	34,975,899	809,023	2%
Trade and other receivables	3,259,000	3,259,000	3,906,329	647,329	16,371,579	16,663,683	292,104	2%
Accrued Income	200,000	200,000	60,000	(140,000)	-	-	-	0%
Prepayments	175,000	175,000	175,000	-	-	-	-	0%
Inventories	30,000	30,000	30,000	-	30,000	35,577	5,577	19%
<b>Total current assets</b>	<b>34,996,461</b>	<b>35,228,268</b>	<b>35,548,273</b>	<b>320,005</b>	<b>50,568,455</b>	<b>51,675,159</b>	<b>1,106,704</b>	2%
<b>Non current assets</b>								
Intangible Assets	1,688,440	1,634,796	1,845,096	210,300	2,201,750	2,201,750	-	0%
Property & Plant & Equipment	356,919,301	360,139,789	358,555,393	(1,584,396)	354,892,302	354,836,873	(55,429)	0%
Receivables	5,000	5,000	5,000	-	-	3,018	3,018	0%
<b>Total non-current assets</b>	<b>358,612,741</b>	<b>361,779,585</b>	<b>360,405,489</b>	<b>(1,374,096)</b>	<b>357,094,052</b>	<b>357,041,641</b>	<b>(52,411)</b>	0%
<b>Total assets</b>	<b>393,609,202</b>	<b>397,007,853</b>	<b>395,953,762</b>	<b>(1,054,091)</b>	<b>407,662,507</b>	<b>408,716,800</b>	<b>1,054,293</b>	0%
<b>Liabilities</b>								
<b>Current liabilities</b>								
Trade and other payables	2,948,153	2,948,153	2,948,153	-	1,149,996	992,644	157,352	14%
Trust funds and deposits	1,025,666	1,025,666	1,025,666	-	705,666	1,393,114	(687,448)	-97%
Grants in Advance	-	-	225,000	225,000	225,000	225,000	-	0%
Provisions - Employee Entitlements	3,360,000	3,360,000	3,218,000	(142,000)	3,218,000	3,190,365	27,635	1%
Interest-bearing loans and borrowings	141,489	141,489	141,489	-	-	-	-	-
<b>Total Current Liabilities</b>	<b>7,475,308</b>	<b>7,475,308</b>	<b>7,558,308</b>	<b>83,000</b>	<b>5,298,662</b>	<b>5,801,123</b>	<b>(502,461)</b>	-9%
<b>Non-Current Liabilities</b>								
Provisions - Employee Entitlements	280,000	280,000	280,000	-	280,000	257,961	22,039	8%
Provisions - Other	5,700,000	5,700,000	5,700,000	-	5,700,000	5,756,563	(56,563)	-1%
Interest-bearing loans and borrowings	158,991	158,991	158,991	-	390,982	390,982	-	0%
<b>Total Non Current Liabilities</b>	<b>6,138,991</b>	<b>6,138,991</b>	<b>6,138,991</b>	<b>-</b>	<b>6,370,982</b>	<b>6,405,506</b>	<b>(34,524)</b>	-1%
<b>TOTAL LIABILITIES</b>	<b>13,614,299</b>	<b>13,614,299</b>	<b>13,697,299</b>	<b>83,000</b>	<b>11,669,644</b>	<b>12,206,629</b>	<b>(536,985)</b>	-5%
<b>NET ASSETS</b>	<b>379,994,903</b>	<b>383,393,554</b>	<b>382,256,463</b>	<b>(1,137,091)</b>	<b>395,992,863</b>	<b>396,510,171</b>	<b>517,308</b>	0%
<b>Equity</b>								
Accumulated Surplus	135,274,966	133,984,464	132,841,167	(1,143,297)	131,560,472	131,560,478	6	0%
Surplus for the Year	(54,904)	61,920	(1,075,171)	(1,137,091)	12,661,229	13,178,537	517,308	4%
Asset Revaluation Reserve	227,542,254	231,594,644	231,594,644	-	231,594,644	231,594,638	(6)	0%
Other Reserves	17,232,587	17,752,526	18,895,823	1,143,297	20,176,518	20,176,518	-	0%
<b>TOTAL EQUITY</b>	<b>379,994,903</b>	<b>383,393,554</b>	<b>382,256,463</b>	<b>(1,137,091)</b>	<b>395,992,863</b>	<b>396,510,171</b>	<b>517,308</b>	0%

## Statement C

Murrindindi Shire Council  
Cash Flow Statement  
For the period ended 31st December 2020

	Original Budget 2020/21 Inflows/ (Outflows) \$	September Annual Revised 2020/21 Inflows/ (Outflows) \$	Annual Revised Budget 2020/21 Inflows/ (Outflows) \$	Forecast Adjustment	YTD Budget 31/12/2020 Inflows/ (Outflows) \$	Actual 31/12/2020 Inflows/ (Outflows) \$	YTD Budget V Actual Variance 30/06/2020
<b>Cash Flow From Operating Activities</b>							
Rates & Charges	21,604,547	22,115,411	21,529,596	585,815	8,991,579	8,699,177	(292,402)
Statutory fees and fines	1,153,634	1,188,324	1,194,647	(6,323)	587,528	596,092	8,564
User fees	1,668,990	1,397,130	757,154	639,976	(321,826)	58,757	380,583
Grants - operating	6,924,717	9,041,922	9,312,950	(271,028)	4,315,573	3,452,568	(863,005)
Grants - capital	2,135,391	3,754,532	4,004,532	(250,000)	1,273,102	1,853,077	579,975
Contributions - monetary	54,449	166,360	288,970	(122,610)	146,834	148,396	1,562
Other Income	746,315	746,315	744,446	1,869	399,631	280,712	(118,919)
Interest Received	699,748	577,880	381,426	196,454	194,661	172,561	(22,100)
Net GST Refund/Payment	933,277	1,129,021	1,270,104	(141,083)	595,047	570,642	(24,405)
Net receipt trust funds and deposits	(62,300)	(456,616)	(456,616)	-	(776,616)	(89,168)	687,448
Payments to suppliers	(12,555,138)	(14,725,770)	(15,641,339)	915,569	(8,414,651)	(8,253,531)	161,121
Payments to employees	(14,076,579)	(15,492,865)	(15,665,975)	173,110	(8,963,974)	(8,716,243)	247,731
Other Payments	(348,575)	(348,575)	(343,075)	(5,500)	(150,189)	(142,844)	7,345
<b>Net cash flow provided by operating activities</b>	<b>8,878,476</b>	<b>9,093,068</b>	<b>7,376,820</b>	<b>1,716,248</b>	<b>(2,123,301)</b>	<b>(1,369,804)</b>	<b>753,498</b>
<b>Cash flow from investing activities</b>							
Payment for property, plant and equipment, infrastructure & Intangible assets	(11,681,781)	(18,370,377)	(16,868,773)	(1,501,604)	(3,806,793)	(3,666,036)	140,757
Proceeds from sale of property, plant and equipment, infrastructure	247,000	932,457	959,777	(27,320)	85,227	-	(85,227)
<b>Net cash used in investing activities</b>	<b>(11,434,781)</b>	<b>(17,437,920)</b>	<b>(15,908,996)</b>	<b>(1,528,924)</b>	<b>(3,721,566)</b>	<b>(3,666,036)</b>	<b>55,530</b>
<b>Cash flows from financing activities</b>							
Trust funds and deposits	-	-	-	-	-	-	-
Finance costs	(27,149)	(27,148)	(27,148)	-	(15,029)	(15,034)	(5)
Repayment of interest bearing loans and borrowings	(178,076)	(178,077)	(178,077)	-	(87,574)	(87,574)	-
<b>Net cash provided by (used in) financing activities</b>	<b>(205,225)</b>	<b>(205,225)</b>	<b>(205,225)</b>	<b>-</b>	<b>(102,603)</b>	<b>(102,608)</b>	<b>(5)</b>
Net increase/(decrease) in cash and cash equivalents	(2,761,530)	(8,550,078)	(8,737,402)	(187,324)	(5,947,470)	(5,138,448)	809,023
Cash and cash equivalents at the beginning of the financial year	34,093,991	40,114,346	40,114,346	-	40,114,346	40,114,346	-
Cash and cash equivalents at the end of the financial year	<b>31,332,461</b>	<b>31,564,269</b>	<b>31,376,945</b>	<b>(187,324)</b>	<b>34,166,876</b>	<b>34,975,899</b>	<b>809,023</b>

## Statement D

### Cash Flow Statement Reconciliation - Non discretionary Cash Requirements

Required Cash at year End	Original	September	Annual	Forecast	YTD Budget	Actual	YTD Budget V Actual Variance
	Budget	Annual Revised Budget	Revised Budget				
	2020/21	2020/21	2020/21		31/12/2020	31/12/2020	
<b>Non discretionary Cash Requirements to be held:</b>							
<b>Reserves</b>		\$	\$		\$	\$	
<b>Account</b>							
070300 Public Open Space Reserve	(620,204)	(586,330)	(483,030)	103,300	(556,330)	(556,330)	-
070305 Infrastructure Contributions - Parking	(41,080)	(41,080)	(41,080)	-	(41,080)	(41,080)	-
070312 - Infrastructure Maintenance Reserve 2% Rates	(1,040,130)	(1,040,130)	(1,040,130)	-	(1,040,130)	(1,040,130)	-
070313 - Infra. Maint. New & Expanded Assets (bal. \$1.2m)	-	-	-	-	-	-	-
070314 - Infra. Maint. Gifted & Novated Assets - \$920K	(620,000)	(700,948)	(700,948)	-	(700,948)	(700,948)	-
070315 - Defined Benefits Superannuation	(1,200,000)	(1,200,000)	(1,200,000)	-	(1,200,000)	(1,200,000)	-
070316 - Infra. Balance MAP's Funding	-	-	-	-	(498,428)	(498,428)	-
070318 - Infrastructure Reserve	(5,025,852)	(4,915,478)	(4,915,478)	-	(4,915,478)	(4,915,478)	-
070325 Garbage Reserve	(8,380,321)	(9,011,215)	(10,254,211)	(1,242,996)	(10,893,202)	(10,893,202)	-
070336 - Marysville Community Fund	(63,531)	-	-	-	-	-	-
070345 Shaw Avenue Redevelopment Reserve	(43,752)	(43,752)	(43,752)	-	(43,752)	(43,752)	-
070355 Alexandra Community Leisure Centre	-	-	-	-	-	-	-
070370 Road Maintenance Reserve	-	-	-	-	-	-	-
070420 Yea Saleyards Reserve	(25,900)	(41,645)	(87,204)	(45,559)	(102,730)	(102,730)	-
070430 Alexandra Saleyards Reserve	-	-	-	-	-	-	-
070440 Yea Caravan Park Reserve	67,221	11,659	23,617	11,958	(32,883)	(32,883)	-
070445 Marysville Caravan Park Reserve	(239,038)	(183,607)	(153,607)	30,000	(151,557)	(151,557)	-
<b>Total Cash backed reserves</b>	<b>(17,232,587)</b>	<b>(17,752,526)</b>	<b>(18,895,823)</b>	<b>(1,143,297)</b>	<b>(20,176,518)</b>	<b>(20,176,518)</b>	<b>-</b>
<b>Other Cash Requirements</b>							
070000 Deposits	(750,000)	(750,000)	(750,000)	-	(750,000)	(1,007,884)	(257,884)
70041 Provision for Employee Entitlement - A/L 25%	(304,500)	(304,500)	(304,500)	-	(313,811)	(313,811)	-
070040 Provision for Employee Entitlement LSL ( progression to 25% over 4 ye:	(535,500)	(535,500)	(500,000)	35,500	(500,000)	(483,780)	16,220
070060 General Trust Accounts	(9,666)	(9,666)	(9,666)	-	(9,666)	(8,911)	755
Quarry Security ANZ	(112,500)	(19,500)	(19,500)	-	(19,500)	-	19,500
Fire Service Property Levy	(70,000)	(70,000)	(70,000)	-	152,000	(72,513)	(224,513)
<b>Total Required Cash</b>	<b>(19,014,753)</b>	<b>(19,441,692)</b>	<b>(20,549,489)</b>	<b>(1,107,797)</b>	<b>(21,617,495)</b>	<b>(22,063,417)</b>	<b>(445,922)</b>
<b>Total Available Cash</b>	<b>31,332,461</b>	<b>31,564,269</b>	<b>31,376,945</b>	<b>(187,324)</b>	<b>34,166,876</b>	<b>34,975,899</b>	<b>809,023</b>
<b>Surplus/(Deficit)</b>	<b>12,317,708</b>	<b>12,122,577</b>	<b>10,827,456</b>	<b>(1,295,121)</b>	<b>12,549,381</b>	<b>12,912,481</b>	<b>363,100</b>

Project Status	Name	Locality	Ward	% Complete	Original Budget	Current Revised Budget	Actual	Committed	Actuals & Committed	Revised Anticipated Project Budget	Potential savings non-complete projects (Non Grant funded)	Current budget demand (new projects and existing check budget column)	Comment
	<b>Sealed Road Program/ Bituminous Sealing Program</b>												
	<b>Sealed Roads - Renewal &amp; Major Patching</b>												
				10%	\$ 103,000.00	\$ 407,991.00	\$ 250,797.00	\$ 71,404.00	\$ 322,201.00	\$ 407,991.00	\$ -	\$ -	Current years works scoped and tendered, unable to deliver full years program due to budget limitations
	Main street Utah place Eildon	Eildon	Eildon	20%								\$ -	On hold. Recommended to defer
	High St and Centre Av Intersection, Eildon	Eildon	Eildon	100%									Complete
	Tenth St, Eildon	Eildon	Eildon	20%									Budget confirmed for Kerb, awaiting Kerb renewal.
	Marr Ct, Eildon	Eildon	Eildon	20%									Added to this financial year program.
	Maintongoon Rd, Maintongoon	Alexandra	Red Gate	100%									Complete
	Green St, intersection of Johnston St, Alexandra	Alexandra	Red Gate	100%									Complete
	Break O'Day Rd, Glenburn, 2,125m	Glenburn	King Parrot	100%									Complete
	Shamrock Street, Alexandra	Alexandra	Red Gate	100%									Complete
	Ninth Street, Eildon	Eildon	Eildon	100%									Complete
	Lyrebird Drive, Kinglake	Kinglake	Kinglake	100%									Complete
	<b>Sealed Roads - Renewal (Reseals)</b>												
				10%	\$ 1,095,000.00	\$ 1,095,000.00	\$ 988.00	\$ 943,905.00	\$ 944,893.00	\$ 1,095,000.00	\$ -	\$ -	Tendering complete and awarded
	<b>Gravel Road Resheeting Program</b>												
				5%	\$ 1,280,000.00	\$ 1,567,070.00	\$ 316,532.00	\$ 12,029.00	\$ 328,561.00	\$ 1,567,070.00	\$ -	\$ -	Technical specification complete tender complete, award planned February Council meeting
	Burgess Rd, Yarrak2570m	Yarrak	Koriella	100%									Complete
	Hewletts Rd, Caveat, 2055m	Caveat	Koriella	100%									Complete
	Middle Creek Rd, Gobur, 7639m	Kanumbra/Gobur/Yarrak	Koriella	100%									Complete
	<b>Shoulder Resheeting</b>												
				15%	\$ 67,000.00	\$ 79,400.00	\$ 11,900.00	\$ -	\$ 11,900.00	\$ 79,400.00	\$ -	\$ -	Works scoped and underway
	<b>Roads - Major Maintenance</b>												
				25%	\$ 400,000.00	\$ 490,463.00	\$ 126,973.00	\$ 153,133.00	\$ 280,106.00	\$ 490,463.00	\$ -	\$ -	Works underway
	<b>Level 1 Projects</b>												
	<b>Kinglake Streetscape (G893 &amp; G899)</b>												
	Kinglake	Kinglake	Kinglake	20%	\$ 1,349,000.00	\$ 1,459,475.00	\$ 204,221.00	\$ 36,132.00	\$ 240,353.00	\$ 1,459,475.00	\$ -	\$ -	Design complete. Works out to tender
	<b>Kinglake Public Toilet Renovation - All Ability Unisex Toilets</b>												
	Kinglake	Kinglake	Kinglake	10%	\$ 160,000.00	\$ 160,000.00	\$ -	\$ -	\$ -	\$ 160,000.00	\$ -	\$ -	RFT complete evaluation complete, awarded.
	<b>Eildon Play space Stage 1 Schematic Design</b>												
	Eildon	Eildon	Eildon	5%	\$ 45,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Works currently out to tender
	<b>Alexandra Youth Precinct, detailed design (Rotary Park)</b>												
	Alexandra	Red Gate	Red Gate	90%	\$ -	\$ 56,242.00	\$ 34,501.00	\$ 3,373.00	\$ 37,874.00	\$ 56,242.00	\$ -	\$ -	Design progressing, 90% complete review, referred to sponsor, prior to finalising. Design estimate for full master plan \$1.5M
	<b>Kinglake West/Phasant Creek Streetscape - Stage 1 design</b>												
	Kinglake West	King Parrot	King Parrot	5%	\$ -	\$ 30,000.00	\$ -	\$ -	\$ -	\$ 30,000.00	\$ -	\$ -	Evaluation to award underway
	<b>Other Road Projects</b>												
				0%									
	<b>Sealing Unsealed Road Entrances</b>												
				0%	\$ -	\$ 111,991.00	\$ 69,813.00	\$ 862.00	\$ 70,675.00	\$ 111,991.00	\$ -	\$ -	
	Bower St Entry & Realignment Stage 2, Kinglake	Kinglake	Kinglake	10%	\$ -	\$ 50,000.00	\$ -	\$ -	\$ -	\$ 50,000.00	\$ -	\$ -	Design nearing completion
	<b>Wilhelmina Falls Road - Stage 2</b>												
	Murrindindi	Koriella	Koriella	100%	\$ -	\$ 61,991.00	\$ 60,305.00	\$ 549.00	\$ 60,854.00	\$ 61,991.00	\$ -	\$ -	Complete.
	<b>Sealed Road - Upgrades</b>												
				0%									
	<b>Mountain Home Road Improvement, Kinglake -Stage 1 (Design)</b>												
	Kinglake	Kinglake	Kinglake	15%	\$ 25,000.00	\$ 25,000.00	\$ 10,220.00	\$ 16,520.00	\$ 26,740.00	\$ 25,000.00	\$ -	\$ -	Design progressing
	<b>Mt Pleasant Rd Entry Realignment and Sealing, Alexandra - Stage 2 (Construction)</b>												
	Alexandra	Red Gate	Red Gate	15%	\$ 170,000.00	\$ 170,000.00	\$ -	\$ 146,356.00	\$ 146,356.00	\$ 155,000.00	\$ 15,000.00	\$ -	RFT Complete, award complete
	<b>Kinglake West Primary School Service Road / Drop-off Area Improvement (Design and Construction)</b>												
	Kinglake West	King Parrot	King Parrot	5%	\$ 175,000.00	\$ 175,000.00	\$ 4,273.00	\$ -	\$ 4,273.00	\$ 175,000.00	\$ -	\$ -	Survey completed. Design quotes requested.
	<b>Kinglake West memorial carpark - Stage 2 (Landscaping &amp; traffic island)</b>												
	Kinglake West	King Parrot	King Parrot	30%	\$ -	\$ 48,700.00	\$ 970.00	\$ 64,328.00	\$ 65,298.00	\$ 70,700.00	\$ -	\$ 22,000.00	Works underway
	<b>Marysville - Murchison Street works</b>												
	Marysville	Cathedral	Cathedral	5%	\$ -	\$ 59,030.00	\$ -	\$ 1,870.00	\$ 1,870.00	\$ 59,030.00	\$ -	\$ -	Works scoped. Pedestrian bridge railing works out for quotation.
	<b>Murchison Carpark - Landscaping works</b>												
	Marysville	Cathedral	Cathedral	10%	\$ -	\$ 17,747.00	\$ 22,001.00	\$ 4,545.00	\$ 26,546.00	\$ 17,747.00	\$ -	\$ -	Works completed. Regular watering of plants underway.
	<b>Bridge Program</b>												
				0%	\$ 50,000.00	\$ 281,303.00	\$ 33,950.00	\$ 234,465.00	\$ 268,415.00	\$ 281,303.00	\$ -	\$ -	
	<b>Dropmore Bridge - Renewal</b>												
	Molesworth	Koriella	Koriella	10%	\$ -	\$ 187,303.00	\$ -	\$ 180,570.00	\$ 180,570.00	\$ 187,303.00	\$ -	\$ -	Works underway
	<b>Cheviot Tunnel Bridge #297 - Stage 2</b>												
	Limestone	Cathedral	Cathedral	100%	\$ -	\$ 10,000.00	\$ 9,800.00	\$ -	\$ 9,800.00	\$ 10,000.00	\$ -	\$ -	Works complete revisions required in report
	<b>Dyes Lane Bridge - Renewal</b>												
	Buxton	Cathedral	Cathedral	95%	\$ -	\$ 34,000.00	\$ -	\$ 30,880.00	\$ 30,880.00	\$ 34,000.00	\$ -	\$ -	Majority of works completed. Awaiting asphalt works which is scheduled for January. There has been some difficulty sourcing sub contractor all committed leading up to Christmas
	<b>Fannings Bridge - Load Upgrade</b>												
	Glenburn	King Parrot	King Parrot	100%	\$ -	\$ 100,453.00	\$ 89,711.00	\$ -	\$ 89,711.00	\$ 90,453.00	\$ 10,000.00	\$ -	Works Complete.
	<b>Yea Caravan Park Bridge Renewal - Stage 1 Investigation &amp; Design</b>												
	Yea	Cheviot	Cheviot	20%	\$ 50,000.00	\$ 50,000.00	\$ 24,150.00	\$ 23,015.00	\$ 47,165.00	\$ 50,000.00	\$ -	\$ -	Design underway. New alignment required to retain access through construction
	<b>Pincombes Bridge (Break O'day Rd) Upgrade (Stage 1 Design only)</b>												
	Glenburn	King Parrot	King Parrot	10%	\$ 60,000.00	\$ 36,820.00	\$ 2,300.00	\$ 35,350.00	\$ 37,650.00	\$ 36,820.00	\$ -	\$ -	Design underway
	<b>Path Program</b>												
				0%									
	<b>Renewal - Pathways</b>												
				5%	\$ 370,000.00	\$ 367,705.00	\$ 549.00	\$ 367,705.00	\$ 368,254.00	\$ 367,705.00	\$ -	\$ -	Works awarded. Construction to commence in Feb
	<b>Riverside Dve N side, Alexandra, 170m</b>												
	Eildon	Eildon	Eildon	0%	\$ -	\$ 7,192.00	\$ -	\$ 23,712.00	\$ 23,712.00	\$ 7,192.00	\$ -	\$ -	Works awarded. Construction to commence in April
	<b>Perkins St S Side Path01</b>												
	Alexandra	Red Gate	Red Gate	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	<b>Kinglake Office entrance road Path01</b>												
	Kinglake	KINGLAKE	KINGLAKE	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	<b>Whittlesea-Kinglake Rd Kinglake Ranges Shared Path</b>												
	Kinglake	KINGLAKE	KINGLAKE	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	<b>Healesville-Kinglake Rd N Side</b>												
	Kinglake	Kinglake	Kinglake	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	<b>Healesville-Kinglake Rd N Side</b>												
	Kinglake	Kinglake	Kinglake	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	<b>Healesville-Kinglake Rd N Side</b>												
	Kinglake	Kinglake	Kinglake	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	<b>Healesville-Kinglake Rd N Side</b>												
	Kinglake	Kinglake	Kinglake	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	<b>Healesville-Kinglake Rd N Side</b>												
	Kinglake	Kinglake	Kinglake	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	<b>Healesville-Kinglake Rd N Side</b>												
	Kinglake	Kinglake	Kinglake	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	<b>Healesville-Kinglake Rd N Side</b>												
	Kinglake	Kinglake	Kinglake	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	<b>Healesville-Kinglake Rd N Side</b>												
	Kinglake	Kinglake	Kinglake	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	<b>Path Upgrade</b>												
				0%	\$ 289,000.00	\$ 371,500.00	\$ 24,975.00	\$ 36,310.00	\$ 61,285.00	\$ 371,500.00	\$ -	\$ -	

Project Status	Name	Locality	Ward	% Complete	Original Budget	Current Revised Budget	Actual	Committed	Actuals & Committed	Revised Anticipated Project Budget	Potential savings non-complete projects (Non Grant funded)	Current budget demand (new projects and existing check budget column)	Comment
	Yea Station St disabled parking upgrade - public toilets	Yea	Cheviot	10%	\$ -	\$ 32,500.00	\$ -	\$ -	\$ -	\$ 32,500.00	\$ -		RFQ within panel contractors completed.Limited response due to workload. New Request for Quotation underway.
	Disability Access Parking and Pathway - Yea Council offices	Yea	Cheviot	10%	\$ -	\$ 50,000.00	\$ -	\$ -	\$ -	\$ 50,000.00	\$ -		RFQ within panel contractors completed.Limited response due to workload. New Request for Quotation underway.
	Footpath Extension - Falls Road - Gallipoli Park to Goulds Terrace, Marysville Stage 1 (Design & Construction) Stage 1	Marysville	Cathedral	12%	\$ 100,000.00	\$ 100,000.00	\$ 13,875.00	\$ 3,015.00	\$ 16,890.00	\$ 100,000.00	\$ -		Final designs received
	Footpath extension and connection - Williams Street and Station Street, Alexandra (Design & Construction)	Alexandra	Red Gate	12%	\$ 189,000.00	\$ 189,000.00	\$ 11,100.00	\$ 22,500.00	\$ 33,600.00	\$ 189,000.00	\$ -		Design underway.
	Footpath extension and connection - Halls Street - West side Downey St to Cooper St 450m (Design & Construction)	Alexandra	Red Gate	0%	\$ -	\$ -	\$ -	\$ 10,795.00	\$ 10,795.00	\$ 11,000.00	\$ -	\$ 11,000.00	Design underway.
	Kerb & Channel Program Renewal			0%	\$ -	\$ 295,000.00	\$ 98,769.00	\$ -	\$ 98,769.00	\$ 295,000.00	\$ -		
	Tenth St & Ninth St, Eildon, 564m	Eildon	Eildon	5%	\$ -	\$ 185,000.00	\$ -	\$ -	\$ -	\$ 185,000.00	\$ -		RFT closed, evaluation underway
	Fitzroy Ct, Alexandra, 150m	Alexandra	Red Gate	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
	New										\$ -		
	Kerb & Channel - Bayley St between Nihil and Cooper, Alexandra	Alexandra	Red Gate	95%	\$ -	\$ 110,000.00	\$ 98,769.00	\$ -	\$ 98,769.00	\$ 100,000.00	\$ 10,000.00		Construction complete, minor defect still underway.
	Stormwater Network			0%	\$ 35,000.00	\$ 57,966.00	\$ 36,113.00	\$ 9,020.00	\$ 45,133.00	\$ 57,966.00	\$ -		
	Renewal programs - Drainage Pit Cover	Various	Various	20%	\$ 35,000.00	\$ 57,966.00	\$ 19,784.00	\$ -	\$ 19,784.00	\$ 57,966.00	\$ -		Works complete, potential to expand scope.
	Drainage Upgrade - Trouble Spots				\$ -	\$ 97,000.00	\$ 81,210.00	\$ 41,517.00	\$ 122,727.00	\$ 97,000.00	\$ -		
	Thornton Drainage Upgrade Stage 1 & 2	Thornton	Eildon	80%	\$ -	\$ 62,000.00	\$ 46,292.00	\$ 40,037.00	\$ 86,329.00	\$ 87,000.00	\$ -	\$ 25,000.00	Preliminary plans reviewed. Now awaiting final plans. Deepth of potential conflict points now underway.
	Community Facility						\$ -	\$ -	\$ -				
	Irrigation upgrade High Street, Yea	Yea	Cheviot	20%	\$ -	\$ 75,100.00	\$ -	\$ 44,900.00	\$ 44,900.00	\$ 75,100.00	\$ -		RFQ complete award complete and committed
	Switchboard compliance works - Stage 1	Various	Various	5%	\$ -	\$ 46,015.00	\$ 619.00	\$ 19,503.00	\$ 20,122.00	\$ 46,015.00	\$ -		Works underway.
	Asbestos management works	Shire Wide	Shire Wide	5%	\$ -	\$ 50,000.00	\$ -	\$ -	\$ -	\$ 50,000.00	\$ -		Works underway
	Kinglake Memorial Reserve Facility Improvement (Construction)	Kinglake Central	Kinglake	0%	\$ 40,000.00	\$ 40,000.00	\$ -	\$ 7,200.00	\$ 7,200.00	\$ 40,000.00	\$ -		First stage of works awarded. Second stage currently out for RFQ
	Yea Pool Shade (Design & Construct)	Yea	Cheviot	45%	\$ 45,000.00	\$ 30,000.00	\$ -	\$ 8,977.00	\$ 8,977.00	\$ 30,000.00	\$ -		All framing installed. Awaiting shade sail installation.
	Buxton Recreation Reserve - Pathway/Access track	Buxton	Cathedral	100%	\$ 15,000.00	\$ 15,000.00	\$ 6,350.00	\$ -	\$ 6,350.00	\$ 7,000.00	\$ 8,000.00		Works Complete.
	Kinglake Ranges Neighbourhood House - Playground roof	Kinglake	Kinglake	45%	\$ 25,000.00	\$ 25,000.00	\$ -	\$ 14,635.00	\$ 14,635.00	\$ 25,000.00	\$ -		Works awarded
	Buxton Recreation Reserve - Toilet Renewal	Buxton	Cathedral	5%	\$ 60,000.00	\$ 60,000.00	\$ -	\$ -	\$ -	\$ 60,000.00	\$ -		Scoping underway
	Yea Recreation Reserve Clubrooms - Installation of BiFold Door (Design & Construction)	Yea	Cheviot	10%	\$ 40,000.00	\$ 40,000.00	\$ -	\$ -	\$ -	\$ 40,000.00	\$ -		RFQ underway responses pending
	Yea Recreation Reserve - Irrigation works Renewal/Upgrade	Yea	Cheviot	85%	\$ -	\$ 29,000.00	\$ 21,700.00	\$ -	\$ 21,700.00	\$ 29,000.00	\$ -		Primary works complete. Sprinkler head renewal still pending.
	Kinglake Memorial Reserve - New Bore	Kinglake Central	Kinglake	5%	\$ 60,000.00	\$ 60,000.00	\$ -	\$ -	\$ -	\$ 60,000.00	\$ -		Scoping complete RFQ underway. Confirmed new bore new license unlikely given current usage. Will need to recondition and deepen old bore under existing license. Request from parks to defer works to after summer. Currently workable alternative in place. Minimises risk to existing vegetation.
	Thornton Recreation Reserve Oval Fencing and Coach Box (Construction)	Thornton	Eildon	5%	\$ 35,000.00	\$ 35,000.00	\$ -	\$ -	\$ -	\$ 35,000.00	\$ -		Scoping complete, RFQ underway
	Kinglake Memorial Reserve - Public Toilet (Design & Construction)	Kinglake Central	Kinglake	10%	\$ 350,000.00	\$ 339,000.00	\$ 148.00	\$ -	\$ 148.00	\$ 180,000.00	\$ 159,000.00		Awarded. Underway
	Strath Creek Pioneer Reserve Tennis Court Demolition	Strath Creek	Cheviot	0%	\$ 75,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$0 On hold awaiting possible savings
	Corporate Buildings												
	Marysville Community Centre - Installation of Emergency Generator	Marysville	Cathedral	10%	\$ 30,000.00	\$ 30,000.00	\$ -	\$ -	\$ -	\$ 30,000.00	\$ -		Further investigation required regarding installation, original setup was not correct.
	Flowerdale Early Learning Centre - Playground Turf renewal Works	Flowerdale	Cheviot	100%	\$ -	\$ 21,000.00	\$ 17,384.00	\$ -	\$ 17,384.00	\$ 21,000.00	\$ -		Works complete.
	Alexandra Operations Centre - Supply & Install Emergency (Backup) Generator	Alexandra	Red Gate	100%	\$ 30,000.00	\$ 30,218.00	\$ 30,218.00	\$ -	\$ 30,218.00	\$ 30,218.00	\$ -		Works complete
	Alexandra Shire Hall - Sound & Lighting Systems	Alexandra	Red Gate	5%	\$ 85,000.00	\$ 85,000.00	\$ -	\$ -	\$ -	\$ 85,000.00	\$ -		RFQ process completed. Quotes received excessive. Further quotations being sought.
	Alexandra Shire Hall - Kitchen	Alexandra	Red Gate	100%	\$ -	\$ 1,882.00	\$ 1,454.00	\$ -	\$ 1,454.00	\$ 1,882.00	\$ -		Works Complete
	Swimming Pools - Annual Program			0%									
	Marysville Swimming Pool Renewal Works	Marysville	Cathedral	5%	\$ 479,000.00	\$ 479,000.00	\$ 24,340.00	\$ -	\$ 24,340.00	\$ 479,000.00	\$ -		Scoping underway programmed for March/April after pool season is complete.
	Swimming Pool Solar Hot Water (Design & Construction)	Eildon	Eildon	0%	\$ 45,000.00	\$ 45,000.00	\$ -	\$ -	\$ -	\$ 45,000.00	\$ -		Scoping underway programmed for March/April after pool season is complete.
	Waste Management			0%									
	Landfill												
	Landfill Capping Design Cell 1A - Alexandra - Stage 1	Alexandra	Red Gate	5%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		Design of Monolithic cap authorised, confirmation with EPA underway to confirm current temporary cell capping can remain in place in interim.
	Alexandra Landfill - Cell development and design	Alexandra	Red Gate	0%	\$ 75,000.00	\$ 75,000.00	\$ 2,250.00	\$ -	\$ 2,250.00	\$ 75,000.00	\$ -		On hold pending direction
	Alexandra Landfill - Tip Truck for Landfill	Alexandra	Red Gate	100%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		Works complete
	Closed Landfills - Rehabilitation of Eildon RRC	Eildon	Eildon	100%	\$ -	\$ 21,500.00	\$ 12,500.00	\$ 9,231.00	\$ 21,731.00	\$ 21,500.00	\$ -		Works complete pending invoice
	Closed Landfills - Rehabilitation of Yea RRC	Ghin Ghin	Koriella	100%	\$ -	\$ 21,500.00	\$ 12,500.00	\$ 8,682.00	\$ 21,182.00	\$ 21,500.00	\$ -		Works complete pending invoice
	Alexandra Landfill - Construction of Cap for Cells 1 E and 1BC	Alexandra	Red Gate	0%	\$ 1,750,781.00	\$ 50,781.00	\$ -	\$ 1,165.00	\$ 1,165.00	\$ 50,781.00	\$ -		Works will not proceed this year. Budget adjustments will be undertaken as part of mid year review.
	Leachate Pond Works	Alexandra	Red Gate	0%	\$ 15,000.00	\$ 15,000.00	\$ -	\$ -	\$ -	\$ 15,000.00	\$ -		Works may not be required this financial year as previous repairs are holding. To be monitored.
	Landfill Plant	Alexandra	Red Gate	100%	\$ 15,000.00	\$ 15,000.00	\$ 11,250.00	\$ -	\$ 11,250.00	\$ 15,000.00	\$ -		Works complete.
	Level 1 Project												
	Close Landfill Eildon - Remediation Works	Eildon	Eildon	5%	\$ 1,000,000.00	\$ 1,043,000.00	\$ 25,000.00	\$ 17,913.00	\$ 42,913.00	\$ 1,043,000.00	\$ -		Works awarded
	Resource Recovery Centres												
	Level 1 Project												
	New - Resource Recovery Centre - Fire Prevention Infrastructure	Various	Various	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 215,000.00	\$ -	\$ 215,000.00	Works awaiting budget confirmation
	New - Resource Recovery Centre - Yea - design and project development stage (Multi Year project)	Yea	Cheviot	75%	\$ 150,000.00	\$ 204,970.00	\$ 41,176.00	\$ 23,538.00	\$ 64,714.00	\$ 204,970.00	\$ -		Due diligence investigation awarded and underway. Works nearing completion
	Resource Recovery Centre - E-Waste Infrastructure (Yea)	Yea	Cheviot	90%	\$ -	\$ 95,942.00	\$ 87,569.00	\$ 559.00	\$ 88,128.00	\$ 95,942.00	\$ -		Shed installation completed. Fit out required for completion. Works now underway.

Project Status	Name	Locality	Ward	% Complete	Original Budget	Current Revised Budget	Actual	Committed	Actuals & Committed	Revised Anticipated Project Budget	Potential savings non-complete projects (Non Grant funded)	Current budget demand (new projects and existing check budget column)	Comment
	Auxiliary Works - Roads & Stormwater Upgrades	Alexandra	Red Gate	10%	\$ 45,000.00	\$ 45,000.00	\$ 1,896.00	\$ -	\$ 1,896.00	\$ 45,000.00	\$ -		Minor works complete
	Sealing and Hardstand at RRC's	Various	Various	30%	\$ -	\$ 25,000.00	\$ 14,856.00	\$ -	\$ 14,856.00	\$ 25,000.00	\$ -		Works underway
	Offices Fences & Bin bays	Various	Various	0%	\$ -	\$ 45,000.00	\$ 4,564.00	\$ -	\$ 4,564.00	\$ 45,000.00	\$ -		Works underway
	Signage and Info Boards	Various	Various	0%	\$ -	\$ 7,000.00	\$ -	\$ -	\$ -	\$ 7,000.00	\$ -	\$ -	Works completed under operational as under capital thresholds. Savings for reserve
	Recycling Infrastructure	Various	Various	5%	\$ 105,000.00	\$ 105,000.00	\$ 7,428.00	\$ -	\$ 7,428.00	\$ 105,000.00	\$ -		Works scoped for Marysville RRC for fire prevention
	Resource Recovery Centres and landfill - New Trailer/Float	Various	Various	90%	\$ 65,000.00	\$ 56,800.00	\$ 55,099.00	\$ -	\$ 55,099.00	\$ 56,800.00	\$ -		On order, delivery pending
	Corporate Facilities			0%									
	Yea Saleyards - Supply & Install Emergency (Back Up) Generator	Yea	Cheviot	5%	\$ -	\$ 31,663.00	\$ 31,663.00	\$ -	\$ 31,663.00	\$ 31,663.00	\$ -		Installation complete, awaiting invoice
	Yea Saleyards - Security Cameras	Yea	Cheviot	5%	\$ -	\$ 25,000.00	\$ -	\$ -	\$ -	\$ 25,000.00	\$ -		Grant submission unsuccessful. Works will now progress limited to available budget
	Yea Saleyards - Security Fence	Yea	Cheviot	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		Request from Saleyards committee to defer to later year to preserve reserve based on slump in income resulting from COVID
	New Yea Saleyards Project - Auctioneers walkway	Yea	Cheviot	0%	\$ -	\$ 13,388.00	\$ -	\$ -	\$ -	\$ 13,388.00	\$ -		RFQ underway
	Yea Saleyards - Prepare and Seal Drainage & Level B-Double Approaches	Yea	Cheviot	5%	\$ -	\$ 29,000.00	\$ 21,700.00	\$ 4,032.00	\$ 25,732.00	\$ 29,000.00	\$ -		Request from Saleyards committee to defer to later year to preserve reserve based on slump in income resulting from COVID
	Yea Saleyards - Decontamination facility (design/Invest)	Yea	Cheviot	0%	\$ -	\$ 4,032.00	\$ -	\$ -	\$ -	\$ 4,032.00	\$ -		Request from Saleyards committee to defer to later year to preserve reserve based on slump in income resulting from COVID
	Yea Saleyards Development - WiFi Link Booster	Yea	Cheviot	95%	\$ -	\$ 3,870.00	\$ 2,870.00	\$ 8,252.00	\$ 11,122.00	\$ 3,870.00	\$ -		Nearing completion
	Yea Saleyards Development - Plant & Equipment	Yea	Cheviot	50%	\$ 90,000.00	\$ 1,000.00	\$ -	\$ 675.00	\$ 675.00	\$ 1,000.00	\$ -		Nearing completion
	Corporate resources			0%									
	IT System Development (Hardware Renewal & Fibre Alex/Kinglake offices)			55%	\$ 116,000.00	\$ 181,806.00	\$ 65,388.00	\$ 70,370.00	\$ 135,758.00	\$ 181,806.00	\$ -		Progressing well
	IT - Office Software Upgrade			0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		Funding not available
	Software Allocation			50%	\$ -	\$ 96,750.00	\$ 33,000.00	\$ 1,500.00	\$ 34,500.00	\$ 96,750.00	\$ -		Progressing well
	Books (Adult)			80%	\$ 72,000.00	\$ 72,000.00	\$ 43,866.00	\$ 28,134.00	\$ 72,000.00	\$ 72,000.00	\$ -		All on order, deliveries pending
	Books (Junior)			80%	\$ 28,000.00	\$ 28,255.00	\$ 26,084.00	\$ 1,916.00	\$ 28,000.00	\$ 28,255.00	\$ -		All on order, deliveries pending
	Passenger vehicles			50%	\$ 427,000.00	\$ 651,642.00	\$ 315,948.00	\$ 113,333.00	\$ 429,281.00	\$ 651,642.00	\$ -		Progressing well
	Major Plant & Machinery			50%	\$ 594,000.00	\$ 1,879,105.00	\$ 429,150.00	\$ 502,186.00	\$ 931,336.00	\$ 1,879,105.00	\$ -		Progressing well
	Special projects			0%			\$ -	\$ -	\$ -				
	Yea Fossil Pathway	Yea	Cheviot	5%	\$ -	\$ 55,634.00	\$ -	\$ -	\$ -	\$ 55,634.00	\$ -		Survey complete, design underway
	Vegetation Projects	Various	Various	5%	\$ -	\$ 81,240.00	\$ -	\$ -	\$ -	\$ 81,240.00	\$ -		Some planting scheduled for Rubicon Rd
	Alexandra Scout Hall works	Alexandra	Red Gate	20%	\$ -	\$ 20,000.00	\$ 5,957.00	\$ 16,676.00	\$ 22,633.00	\$ 20,000.00	\$ -		Quotes received evaluation complete. Works scheduled for January
	Moveable pound yards and ramp	Alexandra	Red Gate	100%	\$ -	\$ 6,871.00	\$ 4,780.00	\$ -	\$ 4,780.00	\$ 6,871.00	\$ -		Works complete.
	Yea Caravan Park (Fire system improvements)	Yea	Cheviot	100%	\$ -	\$ 87,958.00	\$ 87,958.00	\$ -	\$ 87,958.00	\$ 87,958.00	\$ -		Works complete.
	Marysville Caravan Park - Camp Kitchen	Marysville	Cathedral	60%	\$ -	\$ 31,585.00	\$ -	\$ 32,985.00	\$ 32,985.00	\$ 31,585.00	\$ -		All works on order. Issues with shed delaying final install water leak being repaired
	Floating cities Eildon (Boat Ramp & Washdown Bay)	Eildon	Eildon	25%	\$ -	\$ 563,320.00	\$ 32,095.00	\$ -	\$ 32,095.00	\$ 563,320.00	\$ -		Final design complete, bulk earthworks complete. Tender award January.
	Yea High Street Road Safety Improvements (RRV)	Yea	Cheviot	100%	\$ -	\$ 823,889.00	\$ 767,922.00	\$ 98,326.00	\$ 866,248.00	\$ 866,248.00	\$ -	\$ 42,359.00	Works complete, awaiting final invoices
	Back Eildon Road Route Improvement (RRV)	Eildon	Eildon	100%	\$ -	\$ 41,003.00	\$ 62,057.00	\$ 731.00	\$ 62,788.00	\$ 63,003.00	\$ -	\$ 22,000.00	Works complete
	Rubicon Road Route Improvement (RRV)	Rubicon	Eildon	100%	\$ -	\$ 150,775.00	\$ 155,566.00	\$ 21,402.00	\$ 176,968.00	\$ 176,775.00	\$ -	\$ 26,000.00	Works complete
	King Parrot Creek Road Improvement (RRV)	Kerrisdale	Cheviot	60%	\$ -	\$ 274,919.00	\$ 90,154.00	\$ 98,741.00	\$ 188,895.00	\$ 188,919.00	\$ 86,000.00		Contractor on site. Sealing scheduled for second week of December
	Rubicon village effluent project	Rubicon	Eildon	30%	\$ 225,000.00	\$ 428,527.00	\$ 240,712.00	\$ 56,948.00	\$ 297,660.00	\$ 428,527.00	\$ -		Works nearing completion. RFQ closed for further 3 systems. Award pending.
	NEW PROJECTS			0%									
	Alexandra Library Shade sale	Alexandra	Red Gate	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000.00	\$ -	\$ 20,000.00	Awaiting funding allocation
	Snobs Creek Road - Widening (Road Safety)	Eildon	Eildon	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		Grant - Works about to commence
	McDonalds Bridge Renewal - Yarck Rd Gobur	Gobur	Koriella	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		Grant - Works about to commence
	Alexandra Shire Office - Refurbishment	Alexandra	Red Gate	0%	\$ -	\$ -	\$ 24,340.00	\$ -	\$ 24,340.00	\$ -	\$ -	\$ -	Needs Funding sourced from savings.
	185 Grant Street Drainage Renewal & Upgrade	Alexandra	Red Gate	100%	\$ -	\$ 35,000.00	\$ 34,918.00	\$ -	\$ 34,918.00	\$ 35,000.00	\$ -		Works complete awaiting invoice
	Kinglake Memorial Tennis Courts	Kinglake Central	Kinglake	5%	\$ -	\$ 32,000.00	\$ -	\$ -	\$ -	\$ 32,000.00	\$ -		Progressing with RFQ to replace 2 court surfaces. Works will be awarded based on available funding.
	Kinglake Memorial Cricket Nets	Kinglake Central	Kinglake	100%	\$ -	\$ 15,000.00	\$ 13,172.00	\$ -	\$ 13,172.00	\$ 15,000.00	\$ -		Works complete awaiting invoice.
	Tumbling Waters - Toilet Renewal	Thornton	Eildon	5%	\$ -	\$ 70,000.00	\$ -	\$ -	\$ -	\$ 70,000.00	\$ -		Scope and specification underway
	Yea Railway Reserve Playground - spinner	Yea	Cheviot	50%	\$ -	\$ 14,000.00	\$ 10,695.00	\$ -	\$ 10,695.00	\$ 14,000.00	\$ -		Works complete.
	Marshbank, Craigie and Smith Streets (Part Sealing)	Yea	Cheviot	5%	\$ -	\$ 80,000.00	\$ 2,940.00	\$ 19,639.00	\$ 22,579.00	\$ 80,000.00	\$ -		Geotechnical report complete. Survey & Design awarded, underway.
	Marshbank Street (Part Sealing)	Yea	Cheviot	5%	\$ -	\$ 80,000.00	\$ 2,940.00	\$ 13,079.00	\$ 16,019.00	\$ 80,000.00	\$ -		Geotechnical report complete. Survey & Design awarded, underway.
	Craigie Street (Part Sealing)	Yea	Cheviot	5%	\$ -	\$ -	\$ -	\$ 2,905.00	\$ 2,905.00	\$ -	\$ -		Geotechnical report complete. Survey & Design awarded, underway.
	Smith Street (Part Sealing)	Yea	Cheviot	5%	\$ -	\$ -	\$ 2,940.00	\$ 14,007.00	\$ 16,947.00	\$ -	\$ -		Geotechnical report complete. Survey & Design awarded, underway.
	Road Safety Audit - Gordons Bridge Road, Castella	Castella	Kinglake	75%	\$ -	\$ 91,200.00	\$ 41,368.00	\$ 31,135.00	\$ 72,503.00	\$ 91,200.00	\$ -		Roadworks complete. RFQ for guardrail complete and awarded
	Road Safety Audit - Brooks Cutting Road, Alexandra	Alexandra	Red Gate	10%	\$ -	\$ 115,200.00	\$ -	\$ -	\$ -	\$ 115,200.00	\$ -		RFQ underway.

Project Status	Name	Locality	Ward	% Complete	Original Budget	Current Revised Budget	Actual	Committed	Actuals & Committed	Revised Anticipated Project Budget	Potential savings non-complete projects (Non Grant funded)	Current budget demand (new projects and existing check budget column)	Comment
	Buxton Reserve - Path Lighting	Buxton	Cathedral	100%	\$ -	\$ 30,000.00	\$ 22,629.00	\$ -	\$ 22,629.00	\$ 23,000.00	\$ 7,000.00		Works complete
	Urban Access Improvements Annual Program - Accessibility Issues (Alexandra Focus)	Alexandra	Red Gate	15%	\$ -	\$ 45,000.00	\$ -	\$ 31,525.00	\$ 31,525.00	\$ 45,000.00	\$ -		Work awarded and programmed
	Footpath extension and connection - Bayley Street, Alexandra	Alexandra	Red Gate	5%	\$ -	\$ 50,872.00	\$ -	\$ -	\$ -	\$ 50,872.00	\$ -		Design underway
	Sealing Mary and Anne St, Yea	Yea	Cheviot	5%	\$ -	\$ 220,000.00	\$ 2,940.00	\$ 15,983.00	\$ 18,923.00	\$ 220,000.00	\$ -		Geotechnical report complete. Survey & Design awarded and underway.
	Watsons Road Kinglake West Footpath	Pheasant Creek	King Parrot	15%	\$ -	\$ 210,000.00	\$ 18,520.00	\$ -	\$ 18,520.00	\$ 210,000.00	\$ -		RFT currently underway
	Yea Pioneer Reserve (Pathway Seating)	Yea	Cheviot	90%	\$ -	\$ 8,000.00	\$ 6,288.00	\$ -	\$ 6,288.00	\$ 8,000.00	\$ -		Works complete
	Alexandra Swimming Pool	Alexandra	Red Gate	5%	\$ -	\$ 102,000.00	\$ -	\$ -	\$ -	\$ 102,000.00	\$ -		Scoping underway. Audit report complete. Works planned for after the current pool season March/April
	Fire Tank Replacement program	Various	Various	0%	\$ 40,000.00	\$ 40,000.00	\$ -	\$ -	\$ -	\$ 40,000.00	\$ -		Scoping complete. Currently working with local CFA. Asset protection permits pending.
	Eildon Boat Ramp washout repair (Maintenance ledger)	Eildon	Eildon	100%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		Works complete
	Yea Netball Courts - Renewal works	Yea	Cheviot		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00	\$ -	\$ 10,000.00	
	Yea Recreation reserve - Oval lighting upgrade	Yea	Cheviot	5%	\$ -	\$ 392,000.00	\$ 3,650.00	\$ -	\$ 3,650.00	\$ 392,000.00	\$ -		Geotechnical report complete. RFT underway
	Yea Cemetery Expansion - Detailed design	Yea	Cheviot	5%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		Survey information complete. Geotechnical investigation complete. Estimate complete.
	Special Charge Schemes				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
	Pendlebury Street Kerb (Rose to Coster), Alexandra (special Charge scheme)	Alexandra	Red Gate	5%	\$ -	\$ 53,000.00	\$ -	\$ -	\$ -	\$ -	\$ -		

<b>Totals</b>	\$ 11,874,781.00	\$ 18,345,068.00	\$ 4,435,411.00	\$ 3,464,168.00	\$ 7,899,579.00	\$ 18,175,427.00	\$ 295,000.00	\$ 178,359.00
<b>Totals of non reserve project.</b>	\$ 8,564,000.00	\$ 16,291,079.00	\$ 4,015,132.00	\$ 3,357,136.00	\$ 7,372,268.00	\$ 16,121,438.00	\$ 295,000.00	\$ 178,359.00

<b>Anticipated Budget non reserve Difference</b>	\$ 116,641.00
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Michael Chesworth  
Acting Chief Executive Officer  
Murindindi Shire Council

Dear Mr Chesworth,

Tongberangi Ngarrga Inc. is a small not for profit Aboriginal incorporated organisation that facilitates Aboriginal cultural and music events and community programs. We operate solely on a volunteer basis. Our purpose is to provide opportunities for the Aboriginal and non-Aboriginal community to come together to connect and learn about and celebrate Aboriginal culture.

The Yumaanda Gathering is centred on country, community and reconciliation, all essential things that we all hold close to ourselves. The Yumaanda Gathering aims to build better connections that are accessible, inclusive and based on lived experience. More importantly the generosity and willingness of the community who support the Gathering, did so in a manner that was reflected through these values and understandings.

Despite believing we ran a safe and incident free event, unfortunately we overlooked some critical aspects to organising and facilitating the gathering in relation to meeting local council obligations.

The organisation would like to sincerely apologise for this serious administrative oversight and the way in which this has impacted the Shire (staff), Councillors and the Murrindindi community more broadly. The organisation looks forward to working with the Shire to resolve these concerns and find an amicable outcome for all involved.

The organisation is committed to working collaboratively with Murrindindi Shire and other stakeholders to ensure any future events meet all requirements under the relevant legislation and regulations.

Warm regards,

Samuel, Seth and Luke  
Tongberang'i Ngarrga Inc