

M(4) – 29 APRIL 2025

# Ordinary Council Meeting

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Minutes

Notice is hereby given that the next **Ordinary Council Meeting** of the **Alpine Shire Council** was held in the Bright Council Chambers, 2 Churchill Avenue, Bright on **29 April 2025** commencing at **5:00 pm**.

## **PRESENT**

## **COUNCILLORS**

Cr Sarah Nicholas - Mayor

Cr John Andersen

Cr Dave Byrne

Cr Gareth Graham

Cr Jean-Pierre Ronco

Cr Noah Tanzen

## **OFFICERS**

Will Jeremy - Chief Executive Officer

Alan Rees - Director Assets

Nathalie Cooke - Director Corporate and Community

## **APOLOGIES**

Cr Peter Smith - Deputy Mayor

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# 1 Recording and livestreaming of Council meetings

*The CEO read the following statement:*

All council meetings are filmed with both video and audio being recorded.

Video is focused on a specific area however audio from the entire room is captured.

In common with all narrative during Council meetings, verbal responses to congratulations, obituaries and question time will not be recorded in the written minutes. By submitting a question, you consent to your question being read aloud at the meeting.

The reasoning behind recording council meetings is to hold us more accountable and improve transparency of Council's decision-making to our community.

The full meeting is being streamed live on Council's YouTube channel which is "Alpine Shire Council" and will also be available on the YouTube channel shortly after this meeting.

# 2 Acknowledgement of Traditional Custodians and recognition of all people

*All to stand, the Mayor read the following statement:*

Alpine Shire Council acknowledges the Taungurung peoples as the Traditional Owners of the lands on which we are meeting today. Council also acknowledges all of the Traditional Owners of the wider lands of the area known as the Alpine Shire.

We also acknowledge those people who have contributed to the rich fabric of our community and strive to make wise decisions that will improve the quality of life for all.

# 3 Confirmation of minutes

## 3.1 ORDINARY COUNCIL MEETING M(3) 25 MARCH 2025

*Cr Andersen*

*Cr Tanzen*

*That the minutes of M(3) 25 March 2025 as circulated be confirmed.*

*Carried Unanimously*

# 4 Apologies

*Cr Peter Smith*

# 5 Obituaries / Congratulations

Refer to Alpine Shire Council's website [www.alpineshire.vic.gov.au](http://www.alpineshire.vic.gov.au); for its YouTube live-streaming recording for responses to obituaries and congratulations.

## 6 Declarations by Councillors of Conflict of Interest

*Nil*

## 7 Public Questions

Public Question time will be held in accordance with the following provisions of Council's Governance Rules:

### **G5 Public Question Time**

GS3. Questions submitted to Council may be:

Submitted as a "Question on Notice" to the Chief Executive Officer in writing by 5pm on the day prior to the Council meeting, stating the name and contact details of the person submitting the question; or

During meetings held wholly in-person, at the Chairperson's discretion, asked directly by a member of the public gallery at the Council meeting during public question time.

GS4. No person may submit or ask more than two questions at any one meeting.

GS7. Questions should be limited to items of public interest, and are not intended to replace Council's ordinary Customer Request process. A question may be disallowed by the Chairperson if the Chairperson determines that it:

- is not related to an item on the agenda;
- relates to a matter outside the duties, functions and powers of Council;
- is defamatory, indecent, abusive, offensive, irrelevant, trivial or objectionable in language or substance;
- deals with a subject matter already answered;
- is aimed at embarrassing a Councillor or a member of Council staff;
- relates to confidential information as defined in s3 of the Act;
- relates to the personal hardship of any resident or ratepayer; or
- relates to any other matter which the Council considers would prejudice the Council or any person.

Refer to Alpine Shire Council's website [www.alpineshire.vic.gov.au](http://www.alpineshire.vic.gov.au); for its YouTube live-streaming recording for responses to questions.

## 8 Presentation of reports by officers

### 8.1 CHIEF EXECUTIVE OFFICER - WILL JEREMY

#### 8.1.1 Contracts approved under delegation by the CEO

*Cr Byrne*

*Cr Graham*

*That the Capital Project Contracts approved under delegation by the CEO be noted.*

<i>Contract No: 26140</i>		<i>Process: RFQ</i>	
<i>Title:</i>		<i>Alpine Shire Pools. Install dry chlorine and bisulphate</i>	
<i>Tenderer:</i>		<i>Roejen Engineering</i>	
<i>Budget (\$ excl GST):</i>		<i>\$100,000.00</i>	
<i>Contract (\$ excl GST):</i>		<i>\$106,835.00</i>	

*Carried Unanimously*

## 8.2 DIRECTOR ASSETS - ALAN REES

### 8.2.1 Draft Budget 2025/26 - Community Submissions

#### INTRODUCTION

The purpose of this report is to respond to the submissions received as part of the community budget submission process conducted by Council prior to the development of the draft Budget 2025/26.

*Cr Byrne*

*Cr Ronco*

*That Council:*

1. *Considers all written and verbal submissions received from the community as part of the community budget submission process in relation to the Alpine Shire Council draft 2025/26 budget; and*
2. *Includes the following submissions as part of the Alpine Shire Council draft 2025/26 Budget:*

Submission	Amount in draft Budget 2025/26
Tawonga Pioneer Park Amenities Renewal	<b><i>\$100,000</i></b>
Tawonga Pioneer Park Multi-Purpose Court Resurfacing	<b><i>\$60,000</i></b>
Tawonga Pioneer Park Fence Renewal	<b><i>\$50,000</i></b>
Tawonga Pioneer Park Picnic Table Area Upgrade	<b><i>\$50,000</i></b>
Dinner Plain Tennis Court Resurfacing	<b><i>\$60,000</i></b>
Pioneer Park Oaks Lawn Upgrade Design	<b><i>\$30,000</i></b>



Wandiligong Diggings Recreation Reserve Contribution	<p><b><i>That Council</i></b></p> <ol style="list-style-type: none"> <li><b><i>Commits to an annual payment of \$10,000 to the Wandiligong Preservation Society for a 2-year term, with an option to renew for a further 2 years, to support the Society in their effective and compliant maintenance of the Wandiligong Diggings, subject to the following:</i></b> <ul style="list-style-type: none"> <li><b><i>Establishment of an MOU which documents the full extent of the relationship between Council and the Wandiligong Preservation Society, including a protocol for requesting ad-hoc support from Council; and</i></b></li> <li><b><i>The support of the Wandiligong Preservation Society for Council to progress the development of a shared trail network within the Wandiligong Diggings.</i></b></li> </ul> </li> </ol>
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- 3. Notes the following submissions are either currently being progressed, or will be progressed in the 2025/26 financial year (FY2025/26) using internal staff resources and without allocation of a specific budget amount:***

Submission	Recommendation
Dish Pig Maintenance	<p><b><i>That Council:</i></b></p> <ol style="list-style-type: none"> <li><b><i>Notes that maintenance of the dish pig is currently being funded from operational funds, and that there is sufficient allocation in the draft 2025/26 Budget to continue doing so; and</i></b></li> <li><b><i>Notes that the maintenance schedule for the dish pig has been reviewed following receipt of this budget submission, to ensure the equipment is being maintained to an appropriate standard.</i></b></li> </ol>

Tawonga Scout Hall Demolition	<p><b><i>That Council:</i></b></p> <ol style="list-style-type: none"> <li><b><i>1. Seeks through an Expression of Interest process a party interested in contracting the demolition of the Tawonga Scout Hall, holding all appropriate insurances to do so, and capable of meeting Council's minimum required standards to ensure that this activity can be completed safely and in accordance with legislation.</i></b></li> </ol>
Community Battery Microgrid	<p><b><i>That Council:</i></b></p> <ol style="list-style-type: none"> <li><b><i>1. Does not include funds in the draft 2025/26 Budget to support this request; and</i></b></li> <li><b><i>2. Seeks external funding to support delivery of this project.</i></b></li> </ol>
Community Electric Shuttle Bus	<p><b><i>That Council</i></b></p> <ol style="list-style-type: none"> <li><b><i>1. Commits to directing internal resources to review and assess existing and emerging community bus operating models for consideration by Council.</i></b></li> </ol>
Myrtleford Standish and O'Donnel Avenue Roundabout Upgrade	<p><b><i>That Council:</i></b></p> <ol style="list-style-type: none"> <li><b><i>1. Commits to allocating project management and financial resources in the draft 2025/26 Budget as part of the Lower Ovens Open Spaces maintenance program to deliver this project.</i></b></li> </ol>
Dederang Public Toilet cleaning	<p><b><i>That Council:</i></b></p> <ol style="list-style-type: none"> <li><b><i>1. Continues to allocate financial resources in the draft 2025/26 Budget to fund the cleaning of the Dederang Public Toilet, and</i></b></li> <li><b><i>2. Notes that Council will undertake a review of public amenities which will inform Council's future strategic direction.</i></b></li> </ol>
Public Dump Points	<p><b><i>That Council:</i></b></p> <ol style="list-style-type: none"> <li><b><i>1. Commits to directing internal resources to review and update the analysis and recommendations regarding public dump points from the April 2018 Ordinary Council Meeting.</i></b></li> </ol>

Bright Riverside Walk improvements	<p><b><i>That Council:</i></b></p> <ol style="list-style-type: none"> <li><b><i>1. Commits to allocating project management and financial resources in the draft 2025/26 Budget as part of the Upper Ovens Open Spaces maintenance program to deliver this project; and</i></b></li> <li><b><i>2. Aligns the scope of works with other potential major developments in this area.</i></b></li> </ol>
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- 4. Notes the following submissions do not result in funding in the Alpine Shire Council draft 2025/26 Budget and are not being progressed by Council in the 2025/26 financial year:***

Submission	Recommendation
Kiewa Valley Historical Society Storage Upgrades	<p><b><i>That Council:</i></b></p> <ol style="list-style-type: none"> <li><b><i>1. Notes that the future digitisation of records held in Mount Beauty document archive room may create additional space, better suited for the storage of historical artifacts than the existing space used by the Kiewa Valley Historical Society;</i></b></li> <li><b><i>2. Does not commit funds in the draft 2025/26 Budget to facilitate a storage upgrade for the Kiewa Valley Historical Society; and</i></b></li> <li><b><i>3. Seeks confirmation from the CEO of the plan and resulting forecast date on which the Mount Beauty document archive room will be vacated and available for other community uses.</i></b></li> </ol>

Improving facilities at the Porepunkah Recreation Reserve	<p><i><b>That Council:</b></i></p> <ol style="list-style-type: none"> <li><i><b>1. Commends the Porepunkah Panthers Baseball Club on their success in securing Australian Government funding to facilitate delivery of a new Clubhouse; and</b></i></li> <li><i><b>2. Subject to the establishment of a Memorandum of Understanding between the Porepunkah Hall and Recreation Reserve Committee and Council, formalising the relationship and detailing the ongoing support to be provided by Council, commits to funding and delivering reasonable infrastructure upgrades on Council-managed land adjacent to the Reserve which are necessary in order to support a successful outcome for the Porepunkah Panthers Baseball Club in the delivery of their Clubhouse.</b></i></li> </ol>
Business Concierge	<p><i><b>That Council:</b></i></p> <ol style="list-style-type: none"> <li><i><b>1. Notes that a restructure of Council's Statutory Planning team is being completed, and a single focal point within this team will be assigned responsibility for the processing of all new planning permit applications received from the Alpine Shire business community;</b></i></li> <li><i><b>2. Monitors the success of this initiative in supporting a reduction in the timeframes for issuing of planning permits; and</b></i></li> <li><i><b>3. Does not commit funds in the draft 2025/26 Budget to engage a third party to provide a business concierge service.</b></i></li> </ol>
Winter Festival Funding	<p><i><b>That Council:</b></i></p> <ol style="list-style-type: none"> <li><i><b>1. Commends the Bright and District Chamber of Commerce on its proposed initiative to establish a Winter Festival;</b></i></li> <li><i><b>2. Encourages the Bright and District Chamber of Commerce to apply for funding for this new event through the existing Event Grant funding process in accordance with Council's adopted Events Strategy;</b></i></li> <li><i><b>3. Does not commit additional funds in the draft 2025/26 Budget to support establishment of a Winter Festival; and</b></i></li> <li><i><b>4. Notes that work on the development of a new Tourism and Events Strategy will be undertaken.</b></i></li> </ol>

<p>Power stability for Harrietville Television Inc</p>	<p><i>That Council:</i></p> <ol style="list-style-type: none"> <li><i>1. Notes the recent discretionary grant of \$18,700 to the Harrietville Television Inc. to assist in funding repairs to infrastructure which was damaged by lightning;</i></li> <li><i>2. Notes that advances in technology have brought additional options into Harrietville to access 'free to air' TV services, and that the planned NBN rollout into Harrietville will further increase the available range of options; and</i></li> <li><i>3. Does not commit funds to the Harrietville Television Inc. in the draft 2025/26 Budget.</i></li> </ol>
<p>Increased Waste Collections</p>	<p><i>That Council:</i></p> <ol style="list-style-type: none"> <li><i>1. Notes the relatively large additional cost to all ratepayers which would result from increasing waste collections as proposed, based on a quote from the incumbent service provider and their feedback that opt-in/opt-out of this additional service and associated cost cannot practically be accommodated for individual ratepayers; and</i></li> <li><i>2. Does not commit funds in the draft 2025/26 budget towards increasing the waste collection frequency during school holidays and other busy periods.</i></li> </ol>
<p>Mystic Skyrail</p>	<p><i>That Council:</i></p> <ol style="list-style-type: none"> <li><i>1. Notes that a significant legislative hurdle currently prevents the 'Mystic Skyrail' concept being realised;</i></li> <li><i>2. Notes the current focus of the council officers is continuing to build an effective working relationship between key parties involved in the operation of the Mystic Mountain Bike Park; and</i></li> <li><i>3. Does not commit funding in the draft 2025/26 Budget to progressing an evaluation of the economic potential of the 'Mystic Skyrail' proposal.</i></li> </ol>

Myrtleford Golf Club irrigation works	<p><b><i>That Council:</i></b></p> <ol style="list-style-type: none"> <li><b><i>1. Does not commit funds to the Myrtleford Golf Club to support irrigation works.</i></b></li> </ol>
Tawonga Pioneer Park Playground	<p><b><i>That Council:</i></b></p> <ol style="list-style-type: none"> <li><b><i>1. Does not commit funding to this initiative in the draft 2025/26 Budget; and</i></b></li> <li><b><i>2. Continues to advocate to State and Federal Governments for funding to enable the delivery of the Alpine Better Places Tawonga project.</i></b></li> </ol>
Kiewa Valley Highway Trail – Tawonga	<p><b><i>That Council:</i></b></p> <ol style="list-style-type: none"> <li><b><i>1. Acknowledges the community support for the proposed improvement to the Kiewa Valley Highway shared trail where it passes through Tawonga South ; and</i></b></li> <li><b><i>2. Notes that an allocation of \$250,000 is included in the draft 2025/26 Budget to deliver new footpaths, tracks and trails, and that the new Kiewa Valley Highway shared trail will not be delivered in the 2025/26 financial year, but will likely reach the top of the list in 2030/31</i></b></li> </ol>
Alpine Shire Landcare	<p><b><i>That Council:</i></b></p> <ol style="list-style-type: none"> <li><b><i>1. Does not commit to ongoing annual funding for the Alpine Shire Landcare groups; and</i></b></li> <li><b><i>2. Encourages the Landcare Groups to apply for grant funding that will enable them to secure funding for discrete projects</i></b></li> </ol>
Tawonga South additional playground	<p><b><i>That Council:</i></b></p> <ol style="list-style-type: none"> <li><b><i>1. Does not commit funds in the draft 2025/26 Budget to support delivery of a new playground in Tawonga South.</i></b></li> </ol>

Bright United Mens Shed	<p><i>That Council:</i></p> <ol style="list-style-type: none"> <li><i>1. Acknowledges the value provided to the local community by the Mens Shed;</i></li> <li><i>2. Encourages the Mens Shed to apply for grant funding that will enable them to complete the rectification works to a compliant standard; and</i></li> <li><i>3. Does not commit funds in the draft 2025/26 Budget to support delivery of these works.</i></li> </ol>
Kiewa Valley Highway Footpath in Tawonga	<p><i>That Council:</i></p> <ol style="list-style-type: none"> <li><i>1. Notes that an allocation of \$250,000 is included in the draft 2025/26 Budget to deliver new footpaths, tracks and trails, and that a new Kiewa Valley Highway Footpath in Tawonga will not be delivered but will likely reach the top of the list in 2034/35.</i></li> </ol>
Creative Industries Strategy	<p><i>That Council:</i></p> <ol style="list-style-type: none"> <li><i>1. Does not commit funding to this initiative in the draft 2025/26 Budget; and</i></li> <li><i>2. Considers the outcomes of the Tourism and Events Strategy to inform Council's future decisions for the Creative Industries</i></li> </ol>
Additional Compliance Officer Resourcing	<p><i>That Council:</i></p> <ol style="list-style-type: none"> <li><i>1. Does not commit funding in the draft 2025/26 Budget to fund an additional compliance officer; and</i></li> <li><i>2. Prioritises the work of the existing team to ensure that Council first and foremost continues to fulfil its legislated obligations, after which it focusses effort in areas which are aligned with community priorities.</i></li> </ol>

Bright Skatepark Upgrade	<p><b><i>That Council:</i></b></p> <ol style="list-style-type: none"> <li><b><i>1. Notes that a funding application has been submitted to the State Government's Sport and Recreation Victoria's Regional Community Sporting Infrastructure Fund – Community Facilities, and</i></b></li> <li><b><i>2. Considers committing resources once the outcome of this application is known.</i></b></li> </ol>
Harrietville Historic Society Gold Shed	<p><b><i>That Council:</i></b></p> <ol style="list-style-type: none"> <li><b><i>1. Acknowledges the value provided to the local community by the Harrietville Historical Society; and</i></b></li> <li><b><i>2. Encourages the Harrietville Historical Society to apply for grant funding to complete these works.</i></b></li> </ol>
Dinner Plain Dog off-leash area	<p><b><i>That Council:</i></b></p> <ol style="list-style-type: none"> <li><b><i>1. Does not commit funding to this initiative in the draft 2025/26 Budget.</i></b></li> </ol>

***Carried Unanimously***

## **BACKGROUND**

Section 96(1) of the *Local Government Act 2020* provides for Council to develop the budget in accordance with financial management principles and Council's Community Engagement Policy.

In November 2024, Council commenced consultation on the budget with the community budget submission process. Council officers asked the local community what they would like considered in the 2025/26 Council Budget prior to the main budget preparation commencing.

## **ISSUES**

During the community consultation period, Council received 34 individual submissions. Each submission was evaluated by the relevant Manager in Council against the current and projected work program of Council, the availability of resources (staff and financial) within Council to undertake the requested works and linkages to the Council Plan.



## POLICY IMPLICATIONS

The Budget is prepared in accordance with the Local Government Act 2020 and the *Local Government (Planning and Reporting) Regulations 2020*. Submissions have been sought in accordance with Council's Community Engagement Policy.

The recommendation is in accordance with the following Strategic Objective of the Council Plan 2021-2025:

5.2 A responsible, transparent and responsive organisation

## FINANCIAL AND RESOURCE IMPLICATIONS

Council undertook the consultation on the Community Budget submissions utilising current staff and software packages and prepares its draft Budget with the objective of balancing long term financial sustainability and prioritised delivery against the adopted Council Plan 2025-2029

## RISK MANAGEMENT

Risk	Likelihood	Impact	Mitigation Action / Control
Community Budget submission process does not result in meaningful opportunities in the draft Budget	Possible	Moderate	<ul style="list-style-type: none"> <li>Ensure that the opportunity to participate in Community Budget submissions are advertised widely.</li> <li>Ensure that submissions are assessed and prioritised into Council's Budget or future Project Pipeline where appropriate.</li> <li>Ensure submitters are advised of the result of their submission.</li> </ul>

## CONSULTATION

The *Local Government Act 2020* stipulates that each Council is required to conduct consultation of the Budget in accordance with its Community Engagement Policy.

Council opened the community budget submission process on 13 November 2024, with submissions closing 16 December 2024. Community pop-up sessions were held at community markets Harrietville, Bright, Myrtleford, and Mount Beauty from October 2024. These sessions provided an opportunity for the community to speak with Councillors and members of Council staff about their proposals. Engagement on the Council Plan was run concurrently at these sessions.

The application process was via the Council's online Engage platform, with staff available to provide extra advice or assistance as required. Council received a total of 34 Community Budget submissions.

Council officers notified each submitter via email about the opportunity to present their proposal to Councillors. Six submitters requested to present their submission informally to Councillors on 18 February 2025.

The 34 Community Budget submissions received this year was greater than the 28 submissions received in the 2024/25 budget cycle.

The community will have a further opportunity to comment on the Alpine Shire draft 2025/26 Budget once it is released for public exhibition.

## **CONCLUSION**

Council commenced a Community Budget consultation process on the Alpine Shire draft 2025/26 Budget in November 2024.

All submissions received have been considered by Council. This report reflects the Officers' recommendations to Council following a review of the cost and scope of each submission, other work being undertaken or planned to be undertaken by council and overall deliverability of the full scope of 2025/26 work.

A further period of public consultation will commence once the draft 2025/26 Budget is placed on public exhibition.

## **DECLARATION OF CONFLICT OF INTEREST**

In accordance with section 130 of the *Local Government Act 2020*, and Chapter 7 section A6 of Council's Governance Rules, the following officers declare that they have no interests to disclose in providing this report.

- Director Assets
- Manager Corporate

## **ATTACHMENT(S)**

Nil

## 8.3 DIRECTOR CORPORATE AND COMMUNITY - NATHALIE COOKE

### 8.3.1 Draft Community Vision, Council Plan and Municipal Public Health and Wellbeing Plan 2025 - 2029

#### INTRODUCTION

This report relates to the endorsement for public exhibition by Council of the draft Community Vision, Council Plan and Municipal Public Health and Wellbeing Plan (MPHWP) 2025-2029, which is incorporated into the Council Plan.

*Cr Ronco*

*Cr Graham*

*That Council:*

- 1. Endorses the Community Vision, Council Plan and Municipal Public Health and Wellbeing Plan 2025 - 2029 for the purpose of seeking public submissions;*
- 2. Invites public submissions on these documents for a period of 28 days, from Wednesday, 30 April to Tuesday 27 May 2025 in accordance with Council's Community Engagement Policy; and*
- 3. Considers a recommendation to adopt the final documents at a future Ordinary Council Meeting.*

*Carried Unanimously*

#### BACKGROUND

All Victorian councils are required to develop a Community Vision, Council Plan and Municipal Public Health and Wellbeing Plan (MPHWP).

These strategic documents are prepared in accordance with the provisions of the *Local Government Act 2020 (LGA 2020)* and the *Public Health and Wellbeing Act 2008 (PHWA 2008)*, which require that Council adopts strategic framework documents by no later than October of the year following a Council election, and will supersede the current 2021-2025 Council Plan (incorporating the Municipal Public Health and Wellbeing Plan) and 2040 Community Vision.

#### ISSUES

##### Community Vision:

Council has developed a draft Community Vision in accordance with section 88 of the *LGA 2020*. The scope of the draft Community Vision must be for a period of at least the next ten financial years and must describe the community's aspirations for the future of the municipality. Council is proposing a Community Vision which applies through to the year 2035, with a longer-term aspirational horizon of 2050.

### Council Plan incorporating the Municipal Public Health and Wellbeing Plan:

Council has developed a draft Council Plan for the period of four years after the general election in accordance with section 90 of the *LGA 2020*. The draft Council Plan lists the strategic directions, objectives, priorities, indicators and major initiatives which will collectively provide direction to Council's activities during the current Council term.

The draft MPHWP has been prepared in accordance with Section 26 of the *PHWA 2008*. The draft MPHWP must be prepared within a twelve-month period after each general election of Council. Section 27 of the Act allows for the MPHWP to be incorporated into the Council Plan, which is the approach which has been taken by Council.

### **POLICY IMPLICATIONS**

The draft Community Vision and draft Council Plan have been prepared in accordance with the requirements of the *LGA 2020*. The MPHWP has been prepared in accordance with the *PHWA 2008*.

A Gender Impact Assessment was completed to assess the Community Vision, Council Plan and MPHWP through a gender and intersectional lens. Gender Impact Assessments are a requirement under the *Gender Equality Act 2020* and are an important way for Council to assess that equal access to opportunities and resources have been considered in the development of policies that have an impact on our community.

The recommendation is in accordance with the following Strategic Objective of the Council Plan 2021-2025:

- 5.2 A responsible, transparent and responsive organisation
- 5.3 Bold leadership, strong partnerships and effective advocacy

### **FINANCIAL AND RESOURCE IMPLICATIONS**

The Community Vision, Council Plan and MPHWP have been prepared in parallel with Council's draft Budget 2025/26 as well as Council's draft Revenue and Rating Plan 2025 and the preparation of the ten year Financial Plan and Council's Asset Plan.

As such, there is consistency and transparency between the documents to ensure that delivery of the Council Plan can be resourced over the life of the Plan

### **RISK MANAGEMENT**

Risk	Likelihood	Impact	Mitigation Action / Control
The draft Community Vision, Council Plan and Municipal Public Health and Wellbeing Plan receive limited community feedback, leading to a plan that is less reflective of	Possible	Moderate	<ul style="list-style-type: none"> <li>Deliberative engagement processes undertaken in plan development ensuring multiple avenues of community engagement across an extended timeframe.</li> <li>Communication strategy enacted to encourage a high</li> </ul>

community aspirations and needs.			<p>level of community awareness of the public exhibition and feedback processes.</p> <ul style="list-style-type: none"> <li>• Council staff and Councillors available at public locations for discussion and to gather feedback on the draft Plan throughout the consultation period.</li> </ul>
The draft Community Vision, Council Plan and Municipal Public Health and Wellbeing Plan are less accessible to members of the community who are from a CALD background; experience disability; have limited mobility or capacity to travel; are young; are elderly; are from the LGBTQIA+ community or are indigenous, leading to limited engagement from these individuals and less representation of their voices in the final documents.	Possible	Moderate	<ul style="list-style-type: none"> <li>• Gender Impact Assessment undertaken used to inform process, plan communications and engagement to reach all members of the community, including improving access to physical and digital information, translated content and diverse locations for pop-ups and drop-ins.</li> </ul>

## CONSULTATION

The Community Vision, Council Plan and MPHWP have been prepared with extensive consultation and involvement of the community, starting in July 2024.

The following engagement activities have taken place to inform the preparation of the draft Plans:

- Surveys: Two separate surveys with 141 responses;
- Market pop up consultation stalls in Bright, Myrtleford, Mount Beauty and Harrietville;
- Youth engagement through the Lighthouse in Bright;
- Community Panel: A representative group of community members and Councillors met over a series of six workshops to provide more in-depth input to the Plans;

- Stakeholder engagement: Various health agencies and community groups have provided input, particularly to the MPHWP;
- Staff engagement: Extensive engagement with Council staff to provide input and feedback to ensure the Plans are robust and deliverable;
- Workshops with Councillors and the Executive team to ensure the plan is aligned with our communities' needs.

The final stage of consultation (as recommended by this report) is for a 28-day statutory exhibition, which will be supported by proactive engagement across the municipality, including market pop ups, community drop ins and a comprehensive communication campaign.

## CONCLUSION

The Community Vision, Council Plan and MPHWP are fundamental guiding documents for Council over the coming four years. They have been prepared through a robust and iterative process and are reflective of our communities' needs and aspirations.

Importantly, the Plans are realistic and adequately resourced and have been prepared in an integrated fashion with other long-term planning undertaken by Council.

The public exhibition stage is an important milestone to ensure that the broader community has a chance to provide input to these important strategic documents.

## DECLARATION OF CONFLICT OF INTEREST

In accordance with section 130 of the *Local Government Act 2020*, and Chapter 7 section A6 of Council's Governance Rules, the following officers declare that they have no interests to disclose in providing this report.

- Director Corporate and Community
- Manager Customer Experience

## ATTACHMENT(S)

1. **8.3.1.1** Draft Community Vision Council Plan and Municipal Public Health and Wellbeing Plan 2025 - 2029

## 8.3.2 Draft Revenue and Rating Plan 2025

### INTRODUCTION

A review has been undertaken of Council's Revenue and Rating Plan 2021. Council is legislatively required to adopt a Revenue and Rating Plan by 30 June in the year after a general election. The reviewed Plan is presented for the purpose of seeking public submissions.

*Cr Byrne*

*Cr Andersen*

*That Council:*

- 1. Endorses the Revenue and Rating Plan 2025 for the purpose of seeking public submissions;*
- 2. Invites public submissions on this document for a period of 28 days, from Wednesday, 30 April to Tuesday 27 May 2025 in accordance with Council's Community Engagement Policy; and*
- 3. Considers a recommendation to adopt the final document at the June 2025 Ordinary Council Meeting.*

*Carried Unanimously*

### BACKGROUND

The *Local Government Act 2020, s93* requires that a council must prepare and adopt a Revenue and Rating Plan by the next 30 June after a general election for a period of at least the next four financial years.

The Revenue and Rating Plan (the Plan) establishes the revenue raising framework within which Council proposes to work. The Plan outlines the assumptions, policy, and decisions of Council in relation to generating the required income to effectively support implementation of the Council Plan and budget for a 4-year period and forms a part of Council's Integrated Strategic Planning and Reporting Framework.

The Plan outlines both rate and non-rate revenue and contains detail on how Council determines its rating principles; the property valuation process and detail of the three differential rating strategies that Council currently utilises. It also outlines the strategy used for non-rate revenue collection. The Plan aims to clearly articulate which charges are collected on behalf of, and remitted to, the State Government.

### ISSUES

Council has undertaken a review of the Revenue and Rating Plan 2021 considering:

- Feedback received from community members on the Revenue and Rating Plan 2021;
- Updating information to ensure the Plan is relevant to 2025;
- Providing detail on State Government changes impacting revenue collection;

- Enacting the decision of Council at the March Ordinary Council Meeting 2025 to include Dinner Plain in the definition and scope of the commercial/industrial differential rate; and
- Providing for the commencement of the new Emergency Services and Volunteers Fund (which replaces the Fire Services Property Levy), as introduced by the State Government.

A summary of changes to the Revenue and Rating Plan 2025 are:

- General updates to bring timelines into the new four-year cycle;
- Adding additional text to better explain or clarify information contained in the plan that council officers have received from community members since the plan was last approved;
- Purpose section: Updating Council Vision and Plan statements to reflect the draft Community Vision and Council Plan 2025-29;
- Section 2 Introduction: Update "Revenue Sources" table based on the Draft 2025/26 Budget;
- Section 4 and 4.9 Rates and Charges: Adding a reference to the updated Local Government Service Rates and Charges - Minister's Good Practice Guidelines for their use, particularly related to the collection of public waste charges;
- Section 4.3 Determining which Valuation Base to use: Providing further details on property valuation base used for rates calculation;
- Section 4.3.7: Clearer and updated process on objections to property valuations whether it be Capital Improved or Site Value. Objections to valuations are managed by the Valuer General;
- Section 4.4 Rating Differentials: Clearing up the text on rating differentials and removing reference to the Dinner Plain Special Rate. Council resolved at the March 2025 Ordinary Council Meeting to not declare a special rate for the Dinner Plain Village for the 2025/26 financial year.
- Section 4.8 Special Rate: Removal of reference to a Dinner Plain Special Rate;
- Section 4.10 Collection and Administration of Rates and Charges: Additional detail provided to further clarify points regarding payment, rebates, hardship applications, replacement of the Fire Services Property Levy with Emergency Services and Volunteers Fund and Land tax. To note that a report on the Emergency Services and Volunteers Fund was considered at the March 2025 Ordinary Council Meeting;
- Section 5.6 Borrowings: Council approved a Borrowing Policy in 2024 and this is now referenced in this section.

The proposed changes to the Plan are considered to be minor in nature with the main impact being the inclusion of Dinner Plain in the definition and scope of the commercial/industrial differential rate and the addition of the State Government's Emergency Services and Volunteers Fund.

## **POLICY IMPLICATIONS**

The *LGA 2020*, s93 requires Council to adopt a Revenue and Rating plan by 30 June of the year following Local Government elections.



The recommendation is in accordance with the following Strategic Objective of the Council Plan 2021-2025:

5.2 A responsible, transparent and responsive organisation

## FINANCIAL AND RESOURCE IMPLICATIONS

A Revenue and Rating Plan establishes the revenue raising framework within which the Council proposes to work and outlines the assumptions, policy, and decisions of Council in relation to generating the required income to effectively support implementation of the Council Plan and budget for a 4-year period.

The proposed change to the rating strategy in Dinner Plain will result in an overall reduction in funds of approximately \$167,000 for 2025/26 as the commercial/industrial properties in Dinner Plain Village rating structure is brought under the rate cap.

Implementation and resourcing impacts from the introduction of the State Government's new ESVF are being managed. The new charge will result in an increase in costs to the community. Further information will be provided when available on the rebate process for CFA and Victoria State Emergency Service (VICSES) lifetime members and volunteers, and other changes or impacts when they are known.

## RISK MANAGEMENT

Risk	Likelihood	Impact	Mitigation Action / Control
Failure to meet legislated timelines to deliver a Revenue and Rating Plan prior to 30 June 2025.	Rare	Moderate	<ul style="list-style-type: none"> <li>Strategic planning of deliverables, and appropriate resourcing to ensure delivery.</li> <li>Community engagement in line with Council's policies.</li> </ul>
Revenue and Rating Plan does not meet the financial needs of Council to deliver the Council Plan.	Rare	Moderate	<ul style="list-style-type: none"> <li>Implementation of the integrated strategic planning and reporting framework to ensure the linkage of planning through resource allocation, to performance monitoring, and accountability mechanisms;</li> <li>Financial reporting and controls.</li> </ul>

## CONSULTATION

The following public consultation process will be followed to ensure due consideration and feedback is received from relevant stakeholders, including the Dinner Plain community.

Revenue and Rating Plan community engagement process:

- Revenue and Rating Plan 2025 placed on public exhibition at an Ordinary Council Meeting and open for public submissions;
- Community engagement through a public notice in the local newspaper;
- Hearing of public submissions; and
- Final Revenue and Rating Plan (including any revisions) presented to Council for adoption.

## CONCLUSION

The Revenue and Rating Plan 2025 outlines the assumptions, policy, and decisions of Council in relation to generating the required income to effectively support implementation of the Council Plan and budget for a 4-year period.

The Revenue and Rating Plan 2025 is recommended to be endorsed, and public submissions sought. All feedback received will be considered in presenting a recommendation to adopt the final Plan at the June 2025 Ordinary Council Meeting.

## DECLARATION OF CONFLICT OF INTEREST

In accordance with section 130 of the *Local Government Act 2020*, and Chapter 7 section A6 of Council's Governance Rules, the following officers declare that they have no interests to disclose in providing this report.

- Director Corporate and Community
- Manager Corporate
- Rates Coordinator

## ATTACHMENT(S)

1. **8.3.2.1** Draft Revenue and Rating Plan 2025

### 8.3.3 Draft Budget 2025/26

#### INTRODUCTION

The purpose of this report is to present Council's draft Budget 2025/26 for endorsement to be placed on public exhibition, prior to considering a recommendation to adopt the final Budget at the June 2025 Ordinary Council Meeting.

*Cr Graham*

*Cr Andersen*

*That Council:*

- 1. Notes the draft Alpine Shire Council 2025/26 Budget, featuring a 3.0% rate increase for the purposes of section 94(1) of the Local Government Act (2020);*
- 2. Invites public submissions on this document in accordance with Council's Community Engagement Policy, for a period of 28 days, from Wednesday, 30 April to Tuesday 27 May 2025; and*
- 3. Considers a recommendation to adopt the final Budget at the June 2025 Ordinary Council Meeting.*

*Carried Unanimously*

#### BACKGROUND

Council is required under section 94(1) of the *Local Government Act (2020)* to prepare and adopt a budget for each financial year, and the subsequent three financial years of the Council Plan, by 30 June each year.

The Budget is a rolling four-year plan that outlines the financial and non-financial resources that Council requires to achieve the strategic objectives described in the Council Plan.

#### ISSUES

Council has prepared the draft Budget 2025/26 which is aligned with the draft Community Vision, Council Plan and Municipal Public Health and Wellbeing Plan (MPHWP) 2025-2029. These plans have been presented to this meeting to seek endorsement to undertake community consultation, with the aim for these strategic documents to be adopted at the June 2025 Council meeting.

The draft Budget 2025/26 projects an operating deficit of \$1.3m. The draft Budget 2025/26 is influenced by:

- A rate increase of 3.0%, in line with the Fair Go Rates System. The rate cap was announced by the Minister for Local Government in December 2024 and caps Victorian Council rate increases.
- A total Operating Expenditure of \$36.6m.
- A total Capital Works Expenditure of \$8.4m.

Major initiatives proposed to be delivered under the draft Budget have been aligned to the Strategic Objectives of the draft Council Plan 2025 - 2029, being:

**1. *Customer Focused Alpine***

- Deliver an Alpine Shire Council Customer Charter that specifies our commitment to customer service, including response times and expectations for us and customers.
- Undertake a service and systems review of the regulatory services functions and develop a staged implementation plan to improve customer service and delivery.
- Restructure the Information and Communications Technology function into a stand-alone department and develop a Technology Strategy which identifies actions for service delivery improvement.
- Review engagement processes and identify mechanisms to increase community involvement in key decisions or actions that impact them.

**2. *Sustainable and Resilient Alpine***

- Complete the flood studies for Porepunkah, Myrtleford and the Upper Ovens Valley.
- Complete the Neighbourhood Character Strategy for the four main townships.
- Finalise the Alpine Shire Rural Directions Strategy.
- Deliver Stages 1 and 2 of the Dinner Plain Review.
- Support Food Organics Garden Organics (FOGO), recycling and landfill services.
- Support initiatives that see waste diverted from landfill.

**3. *Vibrant and Healthy Alpine***

- Review Council's Access and Inclusion Plan and develop targeted implementation actions to improve participation for those with a disability.
- Review the Alpine Shire Economic Development Strategy.
- Develop an Alpine Shire Tourism Strategy and refresh the Alpine Shire Events Strategy.
- Continue to implement the Fair Access Policy to support participation by women and girls in sport and recreation.
- Establish a new Visitor Information Centre location in Memorial Hall, Myrtleford.
- Deliver a program of activities and initiatives to support young people across the Alpine Shire.
- Review potential delivery models of Council's animal management service.

***Income***

Council's total income is projected to be \$35.3m, being a reduction from 2024/25 income of \$49.5m. This is largely due to a reduction in grant funding.

• ***Rates***

Rates and charges are budgeted at \$23.4m, which includes the application of a 3.0% rate increase, in line with the rate cap for 2025/26. Council approved a recommendation to apply for a higher rate cap at the January 2025 Ordinary Council Meeting, however after further consideration it was determined to not progress this application.

This income also includes the impact of the decision at the March 2025 Ordinary Council Meeting to not declare a Special Rate for Dinner Plain for 2025/26 and to include Dinner Plain in the definition of commercial/industrial property in the draft Revenue and Rating Plan 2025, also being presented at this meeting.

- ***Fees and Charges***

The fees and charges schedule included in the draft Budget 2025/26 provides a comprehensive list of charges applicable for the delivery of services to the community. Broadly fees and charges have increased in line with the proposed rates increase of 3.0% or increases have been based on a cost recovery calculation. In addition, there have been some fees and charges which have decreased in value due to a correction of GST applicability.

For those fees where the amount is based on a legislated unit fee amount, the unit fees for 2025/26 will be known after the State Budget is delivered on 20 May 2025. Therefore, the details of the unit fee will be provided on Council's website once the final budget, incorporating the Fees and Charges Schedule, is adopted.

For 2025/26, Council will be implementing a new system for managing the fees and charges schedule, which will be a searchable file available on Council's website from 1 July 2025. This is intended to increase clarity and ease of reference.

### ***Expenditure***

- ***Operating Expenditure***

Council's budgeted operating expenditure provides for an overall decrease in materials and services expenditure from \$17.2m in 2024/25 to \$15.4m in 2025/26, reflecting the continued focus on streamlining operations and improving efficiency.

The draft Budget 2025/26 includes a reduction of employee numbers from 141 full time equivalent (FTE) staff to 137 FTE, which is largely linked to the finalisation of temporary roles which were funded through grant funding that is coming to an end.

Despite this overall decrease in expenditure, Council has increased the allocation, or established new budgets, for some key delivery items which include:

- \$425,000 to continue the strategic planning program of work, which includes completing technical studies and planning scheme amendments to develop a contemporary Planning Scheme;
- \$21,460 increase for Youth development initiatives, to partially offset the loss of grant funding;
- \$20,000 increase in grants to support local community groups and organisations to deliver initiatives for the benefit of local residents, and to partially offset the loss of grant funding;
- \$112,000 increase to cover rising insurance costs;
- \$39,000 increase to support Council's internal and external audit services;
- \$100,000 additional expenditure on tree maintenance;
- \$62,000 additional expenditure to maintain public facilities; and

- \$115,000 additional expenditure on public facility cleaning

Additional cost savings have been found through a review and prioritisation of the annual work program to be delivered, and the proposal that a number of projects be undertaken with in house resourcing with no additional budget allocation. Other notable reductions in expenditure include:

- \$90,000 reduction in events funding to be allocated by the Events Assessment Panel as a part of the events funding program;
- \$260,000 reduction in maintenance of sealed and unsealed roads as Council completes its defect rectification program and brings this additional work in-house.

- ***Capital Works Expenditure***

Council plans to deliver a capital works program totalling \$8.4m. This a decrease from the 2024/25 capital works budget of \$19.0m. The decrease is due to a number of significant projects reaching completion in 2024/25 and a reduction in available grant funding. To note, \$1.2m of grant funding is included in the draft Budget 2025/26 compared to \$12.2m in the 2024/25 Budget. However, this funding ratio may be subject to change throughout the budgeted year as potential grant funding opportunities arise.

Highlights of the proposed capital works program include:

- \$2.2m for roads, supporting a program of works across our roads network including stabilisation and patching, line marking, asphalt overlays, and a road upgrade program.
- \$1.5m for waste, including kerbside and public bins renewal, and landfill capping.
- \$1.2m for property and buildings, supporting a program of design, upgrades, and construction across our Shire.
- \$1.1m for plant, machinery, and equipment, enabling renewal of Council's fleet and large plant, new large plant, mobile AV equipment for Council meetings, and library books.
- \$1.9m for other infrastructure, including bridge renewal, additional and renewal of footpaths and cycleways, drainage renewal, and renewal of recreational parks and facilities.

## **POLICY IMPLICATIONS**

The recommendation is in accordance with the following Strategic Objective of the Council Plan 2021-2025:

- 5.2 A responsible, transparent and responsive organisation

## **FINANCIAL AND RESOURCE IMPLICATIONS**

Council prepares its draft Budget with the objective of balancing long term financial sustainability and prioritised delivery against community needs. The draft Budget 2025/26 forecasts an operating deficit of \$1.3m. This is due to a range of factors which include an increase in materials and service charges reflecting inflationary impact on

costs, such as insurance premiums, and the delivery of key projects, for example to deliver the Strategic Planning program.

A component of the Integrated Strategic Planning and Reporting Framework (ISPRF) is the Financial Plan. The Financial Plan is a rolling plan with a scope of at least the next 10 financial years which must be adopted by 31 October in the year following a general election, which has effect from the 1 July.

Council is currently undertaking financial analysis required to underpin the development of the Financial Plan. A key component of this work is forming the financial strategy required to bring Council's future budgets into a net neutral, or surplus, position.

Also currently being undertaken is the underpinning work on Council's Asset Plan, a part of which will summarise the operating and capital expenditure requirements for Council's assets which will form a key component in the Financial Plan.

## RISK MANAGEMENT

Risk	Likelihood	Impact	Mitigation Action / Control
The Budget is not adopted in line with legislated timeframes and requirements.	Unlikely	Major	<ul style="list-style-type: none"> <li>Budget timeframes are reviewed and project managed;</li> <li>Sufficient time is provided for appropriate analysis, consultation and consideration to ensure a robust document aligned with legislative requirements.</li> </ul>
The Budget does not provide a financial framework for delivering year one of the Council Plan.	Unlikely	Major	<ul style="list-style-type: none"> <li>The draft Budget has been aligned with the draft strategic work in train;</li> <li>The budget is underpinned by individual account line items, and each account is reviewed and approved;</li> <li>Quarterly financial reporting monitors spend and income against budget and reports on variation;</li> <li>Reporting is provided to both the Audit and Risk Committee and Council for endorsement.</li> <li>Strategic work undertaken includes the development of</li> </ul>

			the 10 year Financial Plan, and Council routinely updates its operational long term financial plan to test financial scenarios over the medium to long term.
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## CONSULTATION

Section 96(1) of the *Local Government Act 2020* provides for Council to develop the budget in accordance with the financial management principles and Council's Community Engagement Policy.

A community engagement process specific to the 2025/26 Budget ran from November 2024 through December 2024. A number of community submissions to the Budget were received and are detailed in a report earlier in this Ordinary Council Meeting Agenda.

Once endorsed the draft Budget 2025/26 will be placed on public exhibition. Submissions received will be considered prior to the final Budget being presented to the June Ordinary Council Meeting for approval.

## CONCLUSION

The draft 2025/26 Budget has been prepared in accordance with the draft Council Plan 2025-2029 and the *Local Government Act 2020*. The draft Budget 2025/26 is presented for Council's endorsement to be placed on public exhibition.

The draft Budget 2025/26 presents a deficit position, with a negative adjusted underlying surplus result. Council's development of the ten-year Financial Plan, which must be adopted by the 31 October 2025, will provide the analysis and underpinning financial strategy required to bring Council's future budgets into a net neutral, or surplus, position.

## DECLARATION OF CONFLICT OF INTEREST

In accordance with section 130 of the *Local Government Act 2020*, and Chapter 7 section A6 of Council's Governance Rules, the following officers declare that they have no interests to disclose in providing this report.

- Director Corporate and Community
- Manager Corporate

## ATTACHMENT(S)

Nil



## 8.3.4 Instruments of Appointment and Authorisation - Planning and Environment Act 1987

### INTRODUCTION

Instruments of Appointment and Authorisation are an important means of Council ensuring that its officers are appropriately authorised under the relevant Acts that Council administers. This report provides for permanent appointments to Council's Statutory Planning Team.

*Cr Byrne*

*Cr Andersen*

*That Council exercises the powers conferred by section 147(4) of the Planning and Environment Act 1987, so that:*

1. *The following members of Council staff referred to in attachments 8.3.4.1 - 8.3.4.3 "S11A – Instrument of Appointment and Authorisation – Planning & Environment Act 1987" (the Instruments) be appointed and authorised as set out in the Instruments;*
  - a. *Senior Statutory Planning Officer*
  - b. *Senior Statutory Planning Officer*
  - c. *Statutory Planning Officer*
2. *The Instruments come into force immediately the common seal of Council is affixed to the Instruments, and remain in force until Council determines to vary or revoke them;*
3. *The Instruments be signed and sealed at the appropriate stage of this meeting.*
4. *On the coming into force of the Instruments, the previous "S11A – Instrument of Appointment and Authorisation – Planning and Environment Act 1987" for the following member of Council staff, as dated, be revoked:*
  - a. *Senior Statutory Planning Officer (a), dated 27 August 2024*
  - b. *Statutory Planning Officer (a), dated 22 October 2024*
  - c. *Statutory Planning Officer (b), dated 22 October 2024*
  - d. *Compliance Coordinator (c), dated 26 November 2024*

*Carried Unanimously*

### BACKGROUND

Council officers require current and accurate authorisations to fulfil their duties. The appointment of new members of Council's Statutory Planning team means that new authorisations under the *Planning and Environment Act 1987* are required. The departure of other members of staff also means that their previous authorisations should be revoked.

## ISSUES

Authorised officers have statutory powers under relevant legislation. In the case of Council's staff with planning responsibilities, the attached Instruments of Appointment and Authorisation under the *Planning and Environment Act 1987* mean that they are authorised officers for the purposes of that Act.

While Council may delegate its powers, duties or functions to staff, so that a delegate acts on behalf of the Council, staff appointed as authorised officers have their own statutory powers under the relevant Act.

### ***Planning and Environment Act 1987***

Section 188(1)(b) of the *Planning and Environment Act 1987* specifies that "a planning authority ... may by instrument delegate any of its powers, discretions or functions under this Act to an officer of the authority". However Section 188(2)(c) specifically prevents an officer from further sub-delegating any duty, function or power. Therefore, as the responsible authority, Council must authorise staff directly using the "S11A – Instrument of Appointment and Authorisation – Planning and Environment Act 1987", rather than via the Chief Executive Officer.

The authorisation of staff with planning responsibilities is a routine process presented to a Council meeting, which occurs as required during the year. Changes in staff and position titles are the reason behind the regular presentation to Council.

### ***Maddocks Delegations and Authorisations Service***

Council utilises the delegations and authorisations service provided by law firm Maddocks. This is a template system used by many councils and provides a detailed way of ensuring that appropriate delegations and authorisations are given to Council staff. All of the relevant legislation affecting local government, including Acts and regulations and the sections that relate to the powers, duties and functions of Council are outlined within the template and the relevant officer is allocated accordingly.

## POLICY IMPLICATIONS

Ensuring authorisations are kept up to date ensures that Council's planning staff can undertake their statutory roles.

The recommendation is in accordance with the following Strategic Objective of the Council Plan 2021-2025:

5.2 A responsible, transparent and responsive organisation

## FINANCIAL AND RESOURCE IMPLICATIONS

Council has an annual subscription to the Maddocks delegation and authorisation service that is funded through Council's annual budget. There are no other financial implications associated with these instruments of appointment and authorisation.

Appropriate authorisations allow Council and Council staff to operate effectively and within legislative frameworks.

## RISK MANAGEMENT

Risk	Likelihood	Impact	Mitigation Action / Control
Authorisations are not in place or are out of date	Possible	Moderate	<ul style="list-style-type: none"> <li>Ensure that all Council officers have up-to-date authorisations to ensure that they can undertake their duties.</li> </ul>

## CONSULTATION

The relevant staff have been consulted during the preparation of the Instruments of Appointment and Authorisation. There is no requirement to consult the community in the preparation of these instruments.

## CONCLUSION

The appropriate appointment of authorised officers to enforce the *Planning and Environment Act 1987* is required to ensure that Council officers can undertake their statutory roles.

## DECLARATION OF CONFLICT OF INTEREST

In accordance with section 130 of the *Local Government Act 2020*, and Chapter 7 section A6 of Council's Governance Rules, the following officers declare that they have no interests to disclose in providing this report.

- Director Corporate and Community
- Manager Corporate
- Governance Officer

## ATTACHMENT(S)

1. **8.3.4.1** S11A Instrument of Appointment and Authorisation - Planning & Environment Act 1987 - Senior Statutory Planning Officer (a)
2. **8.3.4.2** S11A Instrument of Appointment and Authorisation - Planning & Environment Act 1987 - Senior Statutory Planning Officer (b)
3. **8.3.4.3** S11A Instrument of Appointment and Authorisation - Planning & Environment Act 1987 - Statutory Planning Officer (c)

## 9 Informal Meetings of Councillors

### INTRODUCTION

In accordance with Chapter 8, section A1 of Council's Governance Rules, if there is a meeting of three or more Councillors that:

- is scheduled or planned for the purpose of discussing the business of Council or briefing Councillors;
- is attended by at least one member of Council staff; and
- is not a Council meeting, Delegated Committee meeting, or Community Asset Committee meeting.

The Chief Executive Officer must ensure that a summary of the matters discussed at the meeting are tabled at the next convenient Council meeting, and are recorded in the minutes of that Council meeting.

*Cr Graham*

*Cr Andersen*

*That the summary of informal meetings of Councillors for January, February, March & April 2025 be received.*

*Carried Unanimously*

### BACKGROUND

The written records of the informal meetings of Councillors held during the previous month are summarised below. Detailed records can be found attached to this report.

Date	Meeting
30 January	Council Plan Community Panel
3 February	Council Plan Community Panel
6 February	Council Plan Community Panel
12 February	Council Plan Community Panel
17 February	Council Plan Community Panel
20 February	Council Plan Community Panel
25 March	Briefing Session
1 April	Briefing Session
8 April	Briefing Session

15 April	Briefing Session
22 April	Briefing Session

### ATTACHMENT(S)

1. **9.1.1** 20250130 Council Plan 2025 29 Community Panel Informal Meetings of Councillors C
2. **9.1.2** 20250203 Council Plan 2025 29 Community Panel Informal Meetings of Councillors C
3. **9.1.3** 20250206 Council Plan 2025 29 Community Panel Informal Meetings of Councillors E
4. **9.1.4** 20250212 Council Plan 2025 29 Community Panel Informal Meetings of Councillors R
5. **9.1.5** 20250217 Council Plan 2025 29 Community Panel Informal Meetings of Councillors G
6. **9.1.6** 20250220 Council Plan 2025 29 Community Panel Informal Meetings of Councillors F
7. **9.1.7** Informal Meeting of Councillors - 20250325( F)
8. **9.1.8** Informal Meeting of Councillors - 20250401( F)
9. **9.1.9** Informal Meeting of Councillors - 20250408( F)
10. **9.1.10** Informal Meeting of Councillors - 20250415( F)
11. **9.1.11** Informal Meeting of Councillors - 20250422( F)

## 10 Presentation of reports by delegates

*Nil*

## 11 General business

## 12 Motions for which notice has previously been given

*Nil*

## 13 Reception and reading of petitions

## 14 Documents for sealing

*Cr Tanzen*

*Cr Graham*

*That the following documents be signed and sealed.*

*1. Instruments of Appointment and Authorisation - Planning and Environment Act 1987 for:*

- a. Senior Statutory Planning Officer*
- b. Senior Statutory Planning Officer*
- c. Statutory Planning Officer*

*Carried Unanimously*

## 15 Confidential reports

*Nil*

## 16 Urgent Business

Moved - *Cr Byrne*

Seconded - *Cr Tanzen*

Vote - *Carried Unanimously*

Moved - *Cr Byrne*

Seconded - *Cr Ronco*

Motion - Cr Graham be nominated as the substitute delegate to the MAV State Meeting

Vote - *Carried Unanimously*

## 17 Closure of meeting

There being no further business the Chairperson declared the meeting closed at 5:57pm