

3.1 Ordinary Council Meeting M(8) held on 25 August 2026	2
3.1.1 M(8) 25 August 2026 Ordinary Council Meeting Minutes.....	2
8.2.1 Public Memorials Policy	65
8.2.1.1 113 Public Memorials Policy V 2 For Council Adoption	65
8.2.2 Financial Sustainability Report - Quarter Four 2025/26	73
8.2.2.1 Financial Sustainability Action Plan Status Q 4 2025-26	73
8.2.3 Instruments of Delegation	75
8.2.3.1 S5 - Instrument of Delegation - Council to CEO - September 2026.....	75
8.2.3.2 S6 - Instrument of Delegation - Council to members of Council staff - September 2026	79
8.2.3.3 S18 - Instrument of Sub Delegation - Council to members of Council staff (EPA 2017) - September 2026.....	161
8.2.4 Child Safe Policy Review.....	166
8.2.4.1 Child Safe Policy No.108 V3.1 Draft Review for Public Consultation	166
8.2.5 P.2026.054 - 8 Roney Macs Twist, Dinner Plain.....	180
8.2.5.1 8 Roney Macks Twist Dinner Plain - Conditions.....	180
8.2.5.2 Plans - 8 Roney Macs Twist Dinner Plain OCR.....	185
8.2.6 Approval in Principle - 2025/26 Financial Statements and Performance Statement	203
8.2.6.1 Draft Financial Statements 2025-26.....	203
8.2.6.2 Draft Performance Statement 2025-26.....	262
9.1 Informal Meetings of Councillors.....	286
9.1.1 Informal Meeting of Councillors 20260825	286
9.1.2 Informal Meeting of Councillors 20260908	288
9.1.3 Informal Meeting of Councillors 20260915	290
9.1.4 Informal Meeting of Councillors 20260922	292
14.1 Reception and reading of petitions	294
14.1.1 SAVE the WANDI TRACK Petition	294
14.1.2 Hi Camps Victoria, Myrtle Beach Retreat Petition	298



M(8) – 25 AUGUST 2026

Ordinary Council Meeting

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 **25 August 2026** commencing at **5:00 pm**.

PRESENT

COUNCILLORS

Cr Gareth Graham - Deputy Mayor

Cr John Andersen

Cr Dave Byrne

Cr Jean-Pierre Ronco

Cr Peter Smith

OFFICERS

Will Jeremy - Chief Executive Officer

Sarah Buckley - Director Assets

Nathalie Cooke - Director Corporate and Community

APOLOGIES

Cr Sarah Nicholas - Mayor

Cr Noah Tanzen

Minutes

1	Recording and livestreaming of Council meetings.....	5
2	Acknowledgement of Traditional Custodians and recognition of all people	5
3	Confirmation of minutes	5
	3.1 Ordinary Council Meeting M(7) held on 28 July, 2026.....	5
4	Apologies.....	5
5	Obituaries / Congratulations	5
6	Declarations by Councillors of Conflict of Interest	5
7	Public Questions.....	6
8	Presentation of reports by officers.....	7
	8.1 Chief Executive Officer - Will Jeremy	7
	8.1.1 Contracts approved under delegation by the CEO.....	7
	8.2 Director Assets - Sarah Buckley.....	8
	8.2.1 Back Porepunkah Road Safety Strategy 2026.....	8
	8.2.2 Draft Visual Media Activity on Council Land Policy 2026.....	13
	8.2.3 Petition - Alpine Shire Council to review its current approach to childcare service in our shire	16
	8.2.4 Digital Connectivity in Alpine Shire.....	22
	8.2.5 Alpine Shire Sporting Reserves Maintenance Support Policy 2026.....	27
	8.3 Director Corporate and Community - Nathalie Cooke	31
	8.3.1 Draft Customer Charter for Community Engagement	31
	8.3.2 P.2024.054 35 & 37-41 Delany Ave, Bright	37
	8.3.3 Instruments of Appointment and Authorisation - Planning and Environment Act 1987	54
	8.3.4 Microsoft Cloud Services Procurement	57
9	Informal Meetings of Councillors.....	62

10 Presentation of reports by delegates	63
11 General business	63
12 Motions for which notice has previously been given.....	63
13 Reception and reading of petitions	63
14 Documents for signing and sealing	63
15 Confidential reports	63
16 Closure of meeting.....	63

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(7) HELD ON 28 JULY, 2026

RESOLUTION

Cr Byrne

Cr Smith

That the minutes of the Ordinary Council Meeting M(7) held on 28 July 2026 as circulated be confirmed.

Carried Unanimously

4 Apologies

Cr Nicholas - Mayor

Cr Tanzen

5 Obituaries / Congratulations

Refer to Alpine Shire Council's website 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

Cr Anderson Item 8.2.3 related to Alpine Children Services

7 Public Questions

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

GS 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; 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

RESOLUTION

Cr Byrne

Cr Andersen

1. That the Capital Project Contract approved under delegation by the CEO be noted.

Carried Unanimously

<i>Process: Procedural Exemption</i>	
<i>Title:</i>	<i>Mountain View Children's Centre - Consultant</i>
<i>Tenderer:</i>	<i>Spaces Pty. Ltd. - St. Kilda, Victoria</i>
<i>Budget (\$ excl GST):</i>	<i>\$2.53m has been included in the adopted 2026/27 Budget for progressing the Mountain View Children's Centre upgrade in Myrtleford, funded by a grant from the Victorian School Building Authority (VSBA). Of this amount, a nominal allocation of \$190,000 was identified for the scope of this contract to progress the design documentation to 'for construction' status.</i>
<i>Contract (\$ excl GST):</i>	<i>\$186,553.50</i>

8.2 DIRECTOR ASSETS - SARAH BUCKLEY

8.2.1 Back Porepunkah Road Safety Strategy 2026

INTRODUCTION

The Back Porepunkah Road Safety Strategy 2026 is a safety strategy for Back Porepunkah Road, which connects the townships of Bright and Porepunkah. It identifies key road safety issues impacting motorists, pedestrians and cyclists, and makes a series of recommendations to improve safety on this road. This report recommends that Council notes the feedback received from the draft community consultation process and adopts the Back Porepunkah Road Safety Strategy 2026.

RESOLUTION

Cr Ronco

Cr Smith

That Council:

- 1. Receives and notes the Back Porepunkah Road Safety Strategy Community Engagement Summary Report August 2026 (Attachment 1); and***
- 2. Adopts the Back Porepunkah Road Safety Strategy 2026 (Attachment 2).***

Carried Unanimously

BACKGROUND

Back Porepunkah Road is the key secondary connector road between Bright and Porepunkah that serves as an alternative route to the Great Alpine Road. It services approximately 1,970-2,200 vehicle movements per day and is a thoroughfare for cyclist movements between the townships. While most cyclists use the adjacent Murray to Mountains Rail Trail, the road does cater for on-road cyclists and is identified as the preferred secondary route for cyclists in the Alpine Shire Cycling Safety Strategy 2019.

Back Porepunkah Road has had four incidents between 2014 and 2024 of a sufficient size to be recorded by the Transport Accident Commission (TAC), including one between a motor vehicle and a cyclist.

Alpine Shire Council (Council) received a grant of \$13,500 (excluding GST) under the TAC Local Government Grant Program's 'Analysis' stream to prepare the Back Porepunkah Road Safety Strategy (the strategy). Council awarded a contract to prepare the Back Porepunkah Road Safety Strategy to WGA Pty Ltd (WGA).

The objectives of the strategy are to:

- assess Back Porepunkah Road and its alignment with Safe System principles;
- document concerns that do not align with Safe System principles; and
- identify recommendations that will produce or move Back Porepunkah Road towards a Safe System outcome.

At the Ordinary Council Meeting held on 29 July 2025, Council resolved to endorse the draft Back Porepukah Road Safety Strategy (draft strategy) for community consultation for a period of four weeks, and to report back to Council on the feedback received during this consultation.

ISSUES

Consultation

Council officers undertook community consultation on the draft Back Porepukah Road Safety Strategy for a period of four weeks between 11 August 2025 and 8 September 2025. During this time, Council officers received 401 responses including:

- 385 survey responses on the Engage Alpine website;
- 15 attendees at a community drop-in session; and
- 1 written submission.

Many respondents reported not feeling safe in this area due to the narrow road width of the corner and high road speeds increasing the risk of road vehicles cutting the corner. Respondents also indicated that a lack of visibility at this corner is a problem, especially given the presence of wildlife in the area.

The lack of sealed shoulders was the most common safety concern along Back Porepukah Road, with respondents broadly supportive of the draft strategy's recommendations to provide sealed shoulders along the entire length of the road.

Other infrastructure recommendations to improve safety on Back Porepukah Road drew mixed responses from the community. This included increased roadside barriers, which are often beneficial to cars but not to cyclists, confusion about the location of wombat crossings, and the extent of lighting on the road.

The draft strategy also recommended reducing the speed limit on sections of Back Porepukah Road from 80km/h to 60km/h. While a majority of respondents did not support a speed limit reduction, a significant minority of respondents supported the speed limit reduction as proposed in the draft strategy or a partial speed limit reduction from Bright to the other side of the "Canyon Corner" by the Porepukah Plantation.

The details of the community consultation process and responses from the community, can be found in the Back Porepukah Road Safety Strategy Community Engagement Report August 2026 (Attachment 1).

Changes to the Back Porepukah Road Safety Strategy

In response to the community consultation process, the following main changes to the draft strategy are as follows:

Safer Roads

- Amended recommendation: amended the recommended width of shoulders along the full length of the Back Porepukah Road from a minimum of 2 metres to a

minimum of 1.5 metres and a desirable minimum of 0.5 metres in constrained locations closer to Bright. This is subject to future investigation.

- New recommendation: investigate the preferred location for a new or upgraded pedestrian crossing at the Back Porepunkah Road/Station Street/Service Street roundabout to link the Murray to Mountains Rail Trail with Station Street.
- New recommendation: investigate the use of virtual wildlife fencing, particularly at the "Canyon Corner" outside of Bright.

Safer Speeds

- Amended recommendation: reduce the speed limit on Back Porepunkah Road from 80km/h to 60km/h from Showers Avenue to the Porepunkah side of "Canyon Corner" in accordance with the updated diagram. This would leave the 80km/h speed limit on the straighter sections of the road largely unaffected but addressing the safety concerns through the "Canyon Corner."

Safer Road Users

- Introduce updated cyclist advisory signs on Back Porepunkah Road, including signs that remind motorists of their obligations to leave a safe distance when overtaking cyclists.
- Introduce user educational signage at the entrance to the rail trail at Porepunkah to remind users of good trail etiquette (located next to the new flower bridge may be appropriate).

Additional minor amendments are proposed to the final strategy.

WGA has reviewed the suggested changes from a safety perspective and agreed that these changes do not impact upon Safe System principles or Australian standards.

Council officers have also reviewed each of the recommendations from the draft strategy to ensure that they reflect the local regional context and financial constraints of the organisation, respond appropriately to community feedback, and are prioritised into an action plan for implementation. The report has been updated to reflect community and Council officer feedback.

A significant number of the recommendations within the strategy are subject to future investigation. This will be considered as part of the inclusion of these recommendations in Council's future project prioritisation program. Council maintains a 12-year project prioritisation program that outlines key improvements to infrastructure, streetscapes and public spaces. Council plans, delivers and partners on projects – big and small – across Alpine Shire to support the future community, economic, recreational and social needs of the communities of the shire. To support this, Council actively advocates for external funding opportunities.

The final Back Porepunkah Road Safety Strategy 2026 can be found at Attachment 2.

POLICY IMPLICATIONS

The recommendations of this report are in accordance with the following priorities of the Council Plan 2025-2029:

- 2.1 New capital projects and works will be strategically aligned and planned to support long-term sustainability
- 3.5 We recognise the importance of high-quality facilities, outdoor spaces, and connected footpaths, tracks, and trails to provide access to key services and support the wellbeing of our communities

FINANCIAL AND RESOURCE IMPLICATIONS

The strategy was funded through a \$13,500 (excluding GST) grant under the TAC's Local Government Grant Program.

The recommendations of this report will not result in any immediate financial implications as the strategy does not allocate capital costs to projects. Recommendations identified in the strategy can be considered for inclusion in Council's future project prioritisation program.

Recommendations from the strategy may be expedited if grant funding from the Australian or Victorian governments or their agencies become available.

RISK MANAGEMENT

Risk	Likelihood	Impact	Mitigation Action / Control
Council does not have funding available to implement actions of the strategy	Very likely	Moderate	Council staff are aware and stay informed of a wide range of funding opportunities for road safety upgrades and funding opportunities are frequently advertised
No action taken regarding the findings of the strategy	Low	High	Adopting the recommendations of the strategy post consultation puts Council in a strong position to be awarded grant funding through competitive selection processes

CONSULTATION

Community consultation took place between 11 August and 8 September 2025. Consultation included:

- 564 letters to landowners in Porepunkah and along Back Porepunkah Road distributed on 12 August 2025;

- a media release distributed on 11 August 2025;
- an Engage Alpine webpage established with a link to the draft strategy, survey questions, and a feedback box; and
- a drop-in session in Porepunkah at the Riverside Park (opposite Porepunkah Ski Hire) on Tuesday, 19 August 2025 between 3pm and 5pm.

The response rate was high, and community feedback has been considered in the revised strategy, where appropriate, and in accordance with Safe System principles.

CONCLUSION

Extensive community consultation has been undertaken in the preparation of the final strategy.

Feedback from submitters has been considered and changes made to the strategy, where appropriate.

The final Back Porepunkah Road Safety Strategy 2026 is now ready for Council's consideration. It is recommended that Council notes the Back Porepunkah Road Safety Strategy Community Engagement Report August 2026, which summarises the draft community consultation undertaken, notes the changes to the final strategy, and adopts the Back Porepunkah Road Safety Strategy 2026.

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 Growth and Future
- Senior Strategic Planner

ATTACHMENT(S)

1. **8.2.1.1** Back Porepunkah Road Safety Strategy Engagement Summary Report August 2026
2. **8.2.1.2** Back Porepunkah Road Safety Strategy 2026

8.2.2 Draft Visual Media Activity on Council Land Policy 2026

INTRODUCTION

The Draft Visual Media Activity on Council Land Policy 2026 (draft policy) aims to provide a framework and resource for visual media makers seeking approval or permits to produce visual media on public land within the jurisdiction of Alpine Shire Council (Council). This will provide certainty and consistency when assessing such requests.

RESOLUTION

Cr Byrne

Cr Andersen

That Council:

- 1. Endorses the Draft Visual Media Activity on Council Land Policy 2026 (Attachment 1);*
- 2. Endorses an engagement process to seek community feedback on the Draft Visual Media Activity on Council Land Policy 2026; and*
- 3. Notes that Council officers will consider community feedback and report back to Council at a future Council meeting.*

Carried Unanimously

BACKGROUND

This draft policy will replace the largely informal documentation currently used to assess visual media applications. The draft policy has built upon this existing documentation with updates to reflect current insurance and risk management requirements.

Alpine Shire hosts many visual media projects owing to its natural beauty. These projects vary from commercial movies, advertisers, documentaries to student projects. Council has an established reputation with VicScreen, which is the Victorian government's creative and economic screen development agency, providing support to visual media projects in the shire. To leverage this relationship further, Council is becoming "Film Friendly", aiming to attract more commercial film productions, which support Alpine Shire's local economy, helping to create more job opportunities, particularly in the arts.

ISSUES

The main issues that have been identified that a final policy must address are the need to:

- balance residential, business and visual media industry needs and interests;
- minimise risk of litigation and insurance claims for Council, and increased protection for Council's reputation; and
- reduction of multiple events competing for the same space.

The draft policy addresses these considerations.

A final policy may be shortened to move any operational considerations to an accompanying procedure or guideline to inform these activities. This process would not change the intent of the draft consultation material, but simply better reflect the need to separate a policy document adopted by Council from the operational tools needed to give effect to its intent.

POLICY IMPLICATIONS

The recommendation is in accordance with the following priorities of the Council Plan 2025-2029:

- 2.9 We support a strong and sustainable economy across Alpine Shire

FINANCIAL AND RESOURCE IMPLICATIONS

Support for the draft policy will have minimal implications on Council's resources. The time to support and process applications is already delivered by the Economic Development team in its existing resources and the draft policy simply formalises the existing considerations.

RISK MANAGEMENT

Risk	Likelihood	Impact	Mitigation Action / Control
An incident occurs on Council land due to visual media activity	Unlikely	Moderate	All visual media activity conducted on Council land must apply for a permit. This provides opportunities for Council to consider that the applicant is taking all necessary precautions to reduce the likelihood of an incident occurring

CONSULTATION

Targeted stakeholder engagement occurred with VicScreen in the development of the draft policy.

Council officers are proposing to undertake community consultation for a four week period. Methods of engagement will include the draft policy on consultation on Engage Alpine, with a hard copy made available for viewing during opening hours at the Council office in Bright, and the libraries in Mount Beauty and Myrtleford.

Council officers will consider feedback and update the draft policy, where appropriate, following receipt of feedback, and all feedback and a final Visual Media Activity on Council Land Policy is expected to be considered by Council at a future Council meeting.

CONCLUSION

A final Visual Media Activity on Council Land Policy is a mechanism to ensure positive and safe productions are conducted in Alpine Shire. It provides clear guidelines to support applicants whilst maintaining Council's reputation of being a "Film Friendly" destination. Attracting visual media activities to our region supports the local economy, and contributes to building Council's capacity as a centre for arts and cultural activities.

It is recommended that Council endorses the draft policy for community consultation and for a four-week period.

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 Growth and Future
- Development Officer (Tourism)

ATTACHMENT(S)

1. **8.2.2.1** Draft Visual Media Activity on Council Land Policy 2026

8.2.3 Petition - Alpine Shire Council to review its current approach to childcare service in our shire

Cr Andersen declared a conflict of interest with the report and vacated Council Chambers at 5:36pm.

INTRODUCTION

This report relates to a petition seeking a review of Council's current support of childcare services in the Alpine Shire.

RESOLUTION

Cr Smith

Cr Byrne

That Council:

- 1. Notes the petition titled 'Alpine Shire Council to review its current approach to childcare service in our shire' received at the Ordinary Council Meeting held on 30 June 2026;***
- 2. Recognises the impact that the recent increase to childcare costs has on our communities;***
- 3. Notes Council officers' responses to the concerns raised in the petition;***
- 4. Thanks the proponent of the petition, and all of those who signed the petition; and***
- 5. Thanks Alpine Children's Services Ltd for the important services that it provides to the communities of Alpine Shire.***

Carried Unanimously

BACKGROUND

The following petition titled 'Alpine Shire Council (Council) to review its current approach to childcare service in our shire' was received at the Ordinary Council Meeting (OCM) held in June 2026:

'In 2025, Alpine Shire Council renegotiated its lease with Alpine Children's Services (ACS) through a closed process, resulting in ACS remaining the sole long day care provider in the region.

In 2026, shortly after this arrangement was renewed, ACS significantly increased its fees. For many local families, these rising costs have placed childcare out of reach and created real financial pressure.

Alpine Children's Services plays an important role in our community, and families value the care and education it provides. However, having only one long day care provider in the region limits choice for families and removes the opportunity for healthy competition that can help keep services affordable, accessible and responsive to community needs.

Families in Alpine Shire deserve access to childcare that is both high quality and affordable. When only one provider is able to operate in the local market, families have little option if fees rise beyond what they can manage. In a regional area where many households are already balancing cost-of-living pressures, this lack of choice has serious consequences for parents, children and workforce participation.

We are calling on Alpine Shire Council to review its current approach to childcare service provision and consider opportunities for additional providers to operate within the shire. A more open and competitive childcare landscape would give families greater choice and help ensure childcare remains accessible for the whole community.

We urge Alpine Shire Council to:

- *review the exclusive childcare lease arrangement currently in place*
- *provide greater transparency about how childcare service decisions are made*
- *explore opportunities for additional childcare providers to operate in the Alpine Shire*
- *prioritise affordability, accessibility and quality in future childcare planning*

Every family in our community deserves access to safe, high-quality childcare at a fair and reasonable cost.'

The petition contains 78 signatures, with 62 signatories from within and 16 from outside of the Alpine Shire or not noted on the petition.

In response to the petition, Council officers provide the following responses to the concerns raised:

a) review the exclusive childcare lease arrangement currently in place

At the OCM held in May 2026, Council resolved to lease three premises in Bright, Mount Beauty and Myrtleford to Alpine Children's Service Ltd (ACS). The following childcare facilities are housed at these premises: Alpine View Children's Centre in Bright, Lake View Children's Centre in Mount Beauty and Mountain View Children's Centre in Myrtleford.

The leases formalise the ongoing use of these sites for the provision of childcare services by documenting the terms and conditions under which each property has historically been occupied. This ensures clarity regarding responsibilities, asset management, and legal compliance for both Council and the lessee.

Before entering into negotiations for these three lease agreements, Council officers undertook a high-level review of the importance of providing childcare services in Alpine Shire, current arrangements in neighbouring municipalities, whether other councils provided any support for the provision of childcare service, etc. Following this, Council issued a notice of intent to negotiate directly and published this in local newspapers and on social media

The lease agreements require ACS to pay rent for each of the three premises at the 'Community Rate' within the adopted Budget 2026/27 of \$283.50 per annum (incl. GST). Essentially, this is a significantly discounted commercial market rent that forgoes earning a commercial rate for the three premises, which assists in realising accessible childcare

facilities in the three main towns in Alpine Shire. Both parties have acknowledged the importance of this "peppercorn" rent as part of Council's support of the important services that ACS provides to the community.

The discounted rate is provided under the provision that ACS allows the operation of the maternal child and health, and immunisation services from each premise. This includes access to a room, shared kitchen, and toilet facilities, and cleaning of the room.

Council retains the right to adjust to a full commercial market rent should the ACS' statement of purpose be substantially amended to change the nature and operation of this not-for-profit childcare provider.

An initial lease term of five years, with two further options of five years each, was established to provide ACS with operational certainty and the confidence to invest in its service delivery; while enabling Council to periodically review the arrangement, and to ensure it continues to meet community needs and Council objectives. At the end of the initial five-year term, the option to extend may be exercised in accordance with the lease provisions, allowing the tenancy of the three premises to continue for a further five years at a time.

A discounted rental arrangement for a not-for-profit childcare provider delivers greater community benefit by enabling funds to be directed towards service delivery, staffing and facility improvements, rather than generating profit for a commercial operator. This reinvestment contributes to maintaining service quality, and supporting positive outcomes for children and families. This has significant community and economic development benefits for the communities of Alpine Shire.

To facilitate effective communication and to strengthen the partnership between Council and ACS, Council also appoints two representatives to the board of ACS, while acknowledging that operational and management decisions remain the responsibility of the board and ACS, not Council.

Finally, Council officers are unaware of any other childcare providers wishing to provide childcare services in Alpine Shire. There was no response received to the notice of intent to negotiate directly that Council published in local newspapers and on social media.

b) Provide greater transparency about how childcare service decisions are made

It is Council officers' view that the relationship and support for ACS are transparent and clear. All processes have complied with the provisions of the Local Government Act 2020 in relation to leasing land and Council's standard processes.

ACS is an independent, not-for-profit, community-operated Early Years Manager responsible for the management, governance and delivery of its early childcare services. As an approved provider by the Department of Education, ACS is subject to oversight and regulation by the department, including the preparation of any strategic improvement plans that are reviewed biannually by the department.

Governance is provided by a skills-based volunteer board, with a focus on child safety, educational quality and community outcomes.

Operational and management decisions relating to the service are the responsibility of ACS and its governing board, not Council.

Council officers are of the view, the Alpine Shire is fortunate to have such a professional and skilled childcare provider, which is a not-for-profit organisation that can provide childcare services across Alpine Shire at a reduced rate owing to Council's support.

c) Explore opportunities for additional childcare providers to operate in the Alpine Shire

The current arrangements do not preclude other childcare providers from operating within Alpine Shire. Opportunities remain available for additional providers to establish services, subject to market demand, and compliance with relevant regulatory and planning requirements.

Alpine Shire is serviced by a number of early years' providers, including Dederang Kindergarten, Harrietteville Bush Kindergarten and Tawonga Kindergarten.

Family daycare has not shown to be a viable alternative in Alpine Shire. ACS operated family daycare for several years and, ultimately, determined that the model was not financially or operationally sustainable.

d) Prioritise affordability, accessibility and quality in future childcare planning

The Alpine Shire Community Infrastructure Needs Assessment 2026 (CINA), which was adopted by Council at the OCM held in July 2026, provides a strategic framework for future community and social infrastructure planning. The CINA does not specifically recommend changes to the current childcare lease arrangements or recommend that Council seeks alternative childcare providers, but it does identify the importance of providing childcare services across the shire. It assessed future demand, access, capacity and service provision across Alpine Shire, the viability of other childcare service providers establishing childcare services in the shire, and determined that Council should continue to 'support the continued operation of Alpine Children's Services via use of Council early years' facilities and workforce planning.'

Council's commitment to affordable, quality, accessible childcare extends to investing in upgraded and expanded services, demonstrated by the Victorian Government's recent \$9,639,000 grant for the redevelopment of the Myrtleford Mountain View Children's Centre, which will help provide additional childcare places and improved early years' facilities for local families.

Overall, Council's continued support for a community-based, not-for-profit childcare provider aligns with the objectives of its adopted strategies and the Council Plan 2025–2029 to support community wellbeing, fostering resilient and connected communities, and working in partnership with community organisations to deliver this essential local service.

ISSUES

Changes to childcare provision

The Victorian government has implemented significant changes to childcare provision in recent years.

The growth in Victoria's long daycare sector is overwhelmingly being addressed by the private sector. The recent child safety review found that, of 769 new long daycare services opened since 2015, 726 were for-profit. This means approximately 94% of new growth came from the for-profit sector.

On that basis, it is likely that any new long daycare providers entering Alpine Shire would be for-profit providers.

POLICY IMPLICATIONS

The recommendation is in accordance with the Priorities of the Council Plan 2025-2029:

- 2.9 We support a strong and sustainable economy across Alpine Shire
- 2.11 We prioritise effective governance to ensure transparent oversight of our operations
- 3.6 We support local community groups, programs, events, and initiatives that activate and celebrate Alpine Shire, build stronger, inclusive, more connected, and resilient communities, and enrich the lives of our diverse community members
- 3.7 We support people of all ages and stages to thrive
- 3.8 We support compliance with regulations to help our community enjoy lifestyles and spaces that are safe and welcoming for all

FINANCIAL AND RESOURCE IMPLICATIONS

Childcare is an important service for workers and residents of Alpine Shire.

While the current lease arrangements have a heavily discounted rental rate and, therefore, represent a reduction in potential rental income to Council, Council officers consider that the community benefit of supporting the ongoing delivery of an accessible and high-quality childcare service outweighs the financial return that may be achieved through a market-rate commercial lease.

RISK MANAGEMENT

There is a risk that ACS' statement of purpose is substantially amended to change the nature and operation for the company, while Council continues to offer a discounted rent. If this is to occur, Council retains the right to adjust to a full commercial market rent for the three premises.

If Council resolves not to support ACS through the provision of a "peppercorn" rent, given ACS is a not-for-profit organisation, the resulting increase in rent for the three premises would increase the cost of childcare provision in the shire.

CONSULTATION

Any future change to Council's support for childcare services within Alpine Shire is expected to involve significant community consultation at that time. Those who signed the petition are encouraged to engage in such a process, if it takes place, in the future.

CONCLUSION

It is recommended that Council notes Council officers' responses to the matters raised in the petition as outlined in this report. It is also recommended that Council recognises the impact that the recent increase to childcare costs has had on our communities, and reiterates its support for Alpine Children's Services Ltd and the vital services that it provides to the communities of Alpine Shire.

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 Growth and Future
- Property and Contracts Coordinator

ATTACHMENT(S)

Nil

Cr Andersen re-entered Council Chambers at 6:07pm

8.2.4 Digital Connectivity in Alpine Shire

INTRODUCTION

The purpose of this report is to note actions being undertaken to address capacity issues related to mobile telecommunications services within the Alpine Shire.

RESOLUTION

Cr Byrne

Cr Ronco

That Council:

- 1. Notes that the findings and recommendations of the 'Alpine Shire Telecommunications (Mobile and Internet) Strategy 2022' have either been completed, superseded or incorporated into an updated action plan;***
- 2. Receives and notes the 'Mobile Internet Adapting to Alpine Valley Capacity Issues and Beyond 2025' report (Attachment 1) and the accompanying 'Action Plan for Digital Connectivity in Alpine Shire June 2026' (Attachment 2), which will inform Council's future advocacy for upgrades to telecommunications infrastructure in Bright, Porepunkah and other underserviced areas; and***
- 3. Continues to advocate for improved coverage and capacity in accordance with the Alpine Shire Council Plan 2025-2029.***

Carried Unanimously

BACKGROUND

Mobile phone connectivity within the Alpine Shire is severely overloaded during times of peak visitor numbers. This is inconvenient to residents and visitors, impacts the operations of businesses and significantly inhibits communications - particularly problematic during emergencies.

At the Ordinary Council Meeting held in December 2022, Council noted the Alpine Shire Telecommunications Strategy (Mobile and Internet) Strategy 2022 (2022 strategy) as a technical document that informs future advocacy initiatives. This 2022 strategy was funded through the Australian government's Disaster Recovery Funding Arrangements and the Victorian government's response to the Black Summer Bushfires from 2019-2020.

Amongst other things, the purpose of the 2022 strategy was to:

- undertake an audit of existing infrastructure, resilience, coverage and capacity capabilities across the shire;
- identify current gaps and understand the future demands on telecommunications infrastructure and any funding opportunities that may be available to realise them; and
- provide advice on what actions can be taken to address the identified gaps.

Eighteen actions were identified as being required to ensure adequate services are realised across the shire.

A recent review of these actions identified that the majority of them have been completed - except for critical infrastructure upgrades. Gaps in coverage at Dederang/Gundowring, Happy Valley and Wandiligong still remain.

In 2025, it was recognised that mobile telecommunications were still significantly lacking and that the carriers may not have invested sufficiently to resolve known coverage deficiencies. Telecommunications in Bright during the summer tourist peak were of particular concern. As such, Council undertook a range of workshops with nbn, the Bright and District Chamber of Commerce Inc., the Regional Tech Hub and Telstra to identify options to address the situation. From these workshops, it was clear that an updated strategy that specifically examined the connectivity issues in Bright was required. Council engaged Hore Holdings Pty Ltd to summarise the current challenges and to consider options available to best manage under-servicing of the region during peak demand.

This was considered in the development of the Mobile Internet Adapting to Alpine Valley Capacity Issues and Beyond 2025 report (the report), which serves as both an advocacy document for future infrastructure upgrades and an interim approach to reduce the impact that a lack of mobile telecommunications services has.

The key issues identified in the report include:

- Capacity over coverage - the permanent population of Bright is approximately 3,700 people, but this number can surge to more than 25,000.
- Single Point Vulnerability in Bright - much of the mobile coverage is dependent on the Apex Hill tower in Bright.
- Rising Device Load - the average visitor uses two to four internet-connected devices; by 2030, this could double.
- Insufficient Short Term Rental Connectivity - most accommodation already offers internet access - but often at outdated speeds (12–25 Mbps).
- Inadequate public Wi-Fi - past trials proved demand exists, but the cost and complexity of deploying public Wi-Fi at scale remains a barrier.

The report recommends a range of actions under the following key headings:

1. Add/enhance permanent mobile telecommunications. This recommendation outlines initiatives to continue the advocacy to the carriers for additional mobile coverage. The key requirements are a new tower at Pioneer Park in Bright to improve capacity and provide redundancy to the Apex Hill tower and a new tower in Porepunkah.
2. Add/enhance seasonal mobile telecommunication. This recommendation outlines options to provide temporary services during peak times.
3. Reduce reliance on mobile telecommunications through the provision of town Wi-Fi, enhanced connections to nbn to reduce loads on digital services, etc.

4. Short term rental accommodation. This recommendation outlines ways to alert visitors to the region to Wi-Fi connectivity to identify ways to upgrade Wi-Fi to short term rental accommodation and caravan parks.

A detailed action plan, the Action Plan for Digital Connectivity in Alpine Shire June 2026 (Action Plan), is included at Attachment 2. Note that this action plan supersedes any actions noted in the report (Attachment 1). The Action Plan seeks to improve mobile, internet and public Wi-Fi connectivity across the municipality through infrastructure investment, strategic advocacy and partnerships. It aims to enhance liveability, support local businesses and tourism, improve access to digital services, and strengthen community resilience.

The Action Plan was developed alongside the report during the 2025/26 financial year. All initiatives included in the action plan, except three, were undertaken or completed last financial year. Funding for these completed actions was either secured through the Economic Development team's 2025/26 budget or were delivered within existing resources.

The Action Plan includes three actions that extend beyond the 2025/26 financial year. These actions are unfunded and would require future advocacy and/or the identification of external funding opportunities before they can be implemented. The actions include:

- public Wi-Fi at Howitt Park in Bright;
- the preparation of a free Wi-Fi technical requirements brief to guide future investment in telecommunications infrastructure across the region; and
- the realisation of Wi-Fi upgrade grants for caravan parks within Bright that will all need to be subject to future advocacy.

While no additional budget is currently proposed, further scoping, advocacy and project development work may be required by Council's Economic Development team should these three outstanding actions be prioritised in future years. Any future funding requirements would be considered as part of Council's normal budgetary process.

ISSUES

The key issues are:

- Council does not own, maintain or operate the telecommunications infrastructure in Alpine Shire and, as such, has very limited ability to directly effect change in this important area;
- the unwillingness of carriers and government (Australian and Victorian) to invest in adequate mobile phone coverage; and
- that emergency management systems are dependent upon mobile phone coverage.

POLICY IMPLICATIONS

The recommendation is in accordance with the Priorities of the Council Plan 2025-2029:

- 2.9 We support a strong and sustainable economy across Alpine Shire

- 2.7 Our communities will be resilient and well prepared to withstand natural disasters and economic changes.

The Council Plan 2025-2029 also includes the following advocacy commitment:

- Telecommunications and internet connectivity: We will continue to advocate for improved coverage and capacity in our telecommunications and internet networks. In many parts of Alpine Shire, there is inadequate telecommunications coverage, which impacts safety and leaves parts of our community with limited or no connectivity. In addition to these network gaps, there is insufficient capacity in our network during busy times, as the network is not designed for the high visitor numbers.

FINANCIAL AND RESOURCE IMPLICATIONS

Three action items within the Action Plan remain unfunded (implementation of free Wi-Fi in Bright, development of a pilot program in Bright and the need to support upgrades to Wi-Fi networks in caravan parks). These items will inform Council's future advocacy activities and will not be undertaken unless external funding sources can be identified.

RISK MANAGEMENT

Risk	Likelihood	Impact	Mitigation Action / Control
Mobile phone coverage failure during bushfire making emergency messaging impossible	Very likely	Extreme	The implementation of this report takes steps to advocate for critical infrastructure and community preparedness.
Negative economic impacts of poor coverage during peak tourism seasons	Likely	Medium	The implementation of this report takes steps to advocate for critical infrastructure for seasonal capacity boosting and improved Wi-Fi connectivity.

CONSULTATION

This project, including development of the report and action plan, has involved consultation with the following stakeholders:

- Agbiz Assist
- Alpine Shire Council's Emergency Management Team
- nbn
- Telstra

- the Bright and District Chamber of Commerce Inc.
- the Regional Tech Hub
- Tourism North East.

CONCLUSION

The initiatives outlined in the 'Mobile Internet - Adapting to Capacity Issues Alpine Valley 2025 and Beyond' report represent a strong step toward improving mobile service reliability and reducing the impacts of limited connectivity across the Alpine Shire. Building on this foundation, further investment in mobile infrastructure, particularly additional towers, will be essential to strengthen network resilience and ensure reliable communication during emergency situations.

Council is recommended to note the status of the findings and recommendations of the Alpine Shire Telecommunications (Mobile and Internet) Strategy 2022, and to receive and note the 'Mobile Internet Adapting to Alpine Valley Capacity Issues and Beyond 2025' report (Attachment 1) and the accompanying 'Action Plan for Digital Connectivity in Alpine Shire June 2026' (Attachment 2). These two documents will inform Council's future advocacy for upgrades to telecommunications infrastructure in Bright, Porepunkah and other underserved areas.

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 Growth and Future
- Development Officer (Tourism)

ATTACHMENT(S)

1. **8.2.4.1** Mobile Internet Adapting to Alpine Valley Capacity Issues and Beyond 2025
2. **8.2.4.2** Action Plan for Digital Connectivity in Alpine Shire June 2026

8.2.5 Alpine Shire Sporting Reserves Maintenance Support Policy 2026

INTRODUCTION

The Sporting Reserves Maintenance Support Policy 2026 aims to provide an equitable allocation of resources to the sporting reserves managed by committees of management (committees) appointed by the Department of Energy, Environment and Climate Action (DEECA) or community asset committees appointed by Alpine Shire Council (Council).

RESOLUTION

Cr Byrne

Cr Smith

That Council:

- 1. Receives and notes the feedback from the community provided during the community consultation process as outlined in this report; and***
- 2. Adopts the Alpine Shire Sporting Reserves Maintenance Support Policy 2026 (Attachment 1).***

Carried Unanimously

BACKGROUND

The funding arrangements and maintenance responsibilities for sporting reserves across Alpine Shire are currently guided by the Building/Facilities Maintenance Policy 56, which was adopted at the Ordinary Council Meeting held on 13 December 2005. This policy includes two key components:

- sporting and recreation ground maintenance; and
- building maintenance.

A new policy, the Alpine Shire Sporting Reserves Maintenance Support Policy 2026 (the policy), was developed to specifically review and update the sporting and recreation ground maintenance component. The policy reflects the significant changes in sport and the increased frequency of reserve use since 2005.

The building maintenance policy component is currently also under review; a draft of this policy is expected to be considered by Council in late-2026.

ISSUES

Several issues have emerged under the existing framework, including:

- inequities in funding distribution;
- the need to reassess funding levels to determine whether they remain appropriate and reflective of current costs; and
- Council's desire to introduce greater accountability for reserve committees regarding the use of annual maintenance grants.

The policy will apply to sporting reserves managed by committees of management appointed by the Department of Energy, Environment and Climate Action (DEECA) or community asset committees appointed by Council.

The policy will:

- ensure funding is distributed fairly and consistently across all sporting reserves;
- promote transparency and accountability in the allocation and use of Council funding;
- strengthen reserve committee confidence in the equitable management and maintenance of reserves across the Alpine Shire;
- clearly document Council's level of support for mowing, spraying, and verti-draining activities; and
- provide a policy framework that reflects the current needs and expectations of reserve committees.

POLICY IMPLICATIONS

The recommendation is in accordance with the priorities of the Council Plan 2025-2029:

- 3.5 We recognise the importance of high-quality facilities, outdoor spaces, and connected footpaths, tracks, and trails to provide access to key services and support the wellbeing of our communities

FINANCIAL AND RESOURCE IMPLICATIONS

Support for the policy will remain subject to Council's annual budget process. Funding for reserve payments has been included in the adopted 2026/27 Budget.

Each reserve will be required to submit a yearly application and acquittal form to be eligible for funding. Council officers will assess all applications and use this information to inform the proposed allocations presented as part of each annual budget. The potential funding amounts available to each reserve are listed in the policy (Attachment 1).

RISK MANAGEMENT

Risk	Likelihood	Impact	Mitigation Action / Control
Committees do not have resourcing available to complete the application and acquittal processes	Unlikely	Minor	Follow up with committees that do not submit annual funding requests.

Risk	Likelihood	Impact	Mitigation Action / Control
A committee ceases to exist	Unlikely	Moderate	Monitor committee viability through the application process. Council will assume responsibility until a new committee is appointed. Funding would cease in this instance.

CONSULTATION

Targeted stakeholder engagement with relevant stakeholders was conducted in April 2026 to inform the Draft Sporting Reserves Maintenance Support Policy 2026 (draft policy).

At the Ordinary Council Meeting held on 26 May 2026, Council resolved to endorse a community consultation process to seek community feedback on the draft policy. Community consultation occurred for a four-week period. Methods of engagement included uploading the draft policy to a dedicated Engage Alpine website, with a hard copy made available for viewing during opening hours at the Council office in Bright, and the libraries in Mount Beauty and Myrtleford.

Council officers received two submissions to the draft policy. A summary of each submission and Council officers' responses to the submissions are outlined below.

Feedback	Response
Supports the draft policy. Requests that the grant application and acquittal forms be accessed via the SmartyGrants portal or, if this is not possible, then an online form or an editable form should be used.	Editable grant application and acquittal forms will be available online.
Confirm whether applications will be accepted from individual clubs within these reserves or are they only accepted from the committees of management or community asset committees that manage the reserves.	Applications can only be received from the committees of management or community asset committees that manage the reserves listed in the policy. Individual clubs will not be eligible to apply. If supported by the relevant committee, an individual club can apply for funding through Council's Community Grant Program or other grant programs.

Council officers have made one minor change to the policy that will not impact on any committees included in the policy. This change is required as all payments under the policy are made to committees of management or community asset committees, and an additional provision is required to allow funding for sporting reserves that are Council-owned assets, such as the Savoy Grounds in Myrtleford.

The following line has been added to the policy at Section 3.3: 'where Council owns the asset and leases it to a sporting club, Council may enter into direct agreements regarding funding to maintain the grounds in accordance with the principles of this policy.'

CONCLUSION

The Sporting Reserves Maintenance Support Policy 2026 is a key mechanism to ensure equitable support across all sporting reserves managed by committees of management appointed by DEECA or community asset committees appointed by Council.

Providing this support enables committees of management and community asset committees to continue maintaining high quality community facilities into the future.

The policy has been subject to key stakeholder engagement and community consultation. All submissions have been considered, and the final policy is ready for Council's consideration.

It is recommended that Council adopt the policy.

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 Growth and Future
- Property and Contracts Coordinator

ATTACHMENT(S)

1. **8.2.5.1** Alpine Shire Sporting Reserves Maintenance Support Policy 2026

8.3 DIRECTOR CORPORATE AND COMMUNITY - NATHALIE COOKE

8.3.1 Draft Customer Charter for Community Engagement

INTRODUCTION

The purpose of this report is to present the draft Alpine Shire Council Customer Charter to be placed on public exhibition to obtain community feedback for review and consideration for final Charter development.

RESOLUTION

Cr Andersen

Cr Byrne

That Council:

- 1. Endorses the draft Alpine Shire Council Customer Charter to be placed on public exhibition for a period of six (6) weeks and in accordance with Council's Community Engagement Policy;***
- 2. Invites public submissions regarding the draft Customer Charter; and***
- 3. Notes that submissions received as part of the exhibition of the draft Customer Charter will be considered and the final Customer Charter will be presented for consideration by Council at a future meeting.***

Carried Unanimously

BACKGROUND

A Customer Charter is a foundational document that outlines Council's commitment to delivering high quality service to its customers. It details what customers can expect from Council and how the organisation will respond to their customer service needs.

The Council Plan 2025 - 2029 establishes the strategic direction and priorities for the organisation over a four-year period. Under Objective 1, Customer-Focused Alpine, Council is committed to continuing to build a customer first culture supported by robust systems and processes.

A key initiative in the Council Plan is the delivery of a public Alpine Shire Council Customer Charter that clearly defines our commitment to customer service, including response times and expectations for both Council and customers.

The draft Customer Charter (the draft Customer Charter) is complementary to Council's Complaints Policy and clearly articulates the level of service Council will deliver. It also establishes benchmarks against which performance will be measured and reported, providing greater transparency, accountability, and consistency across all customer interactions.

ISSUES

In line with Objective 1 of the Council Plan 2025- 2029 'Customer Focused Alpine' public reporting of key customer service metrics takes place twice a year. These include metrics for the annual average percentage of customer service requests resolved on first contact, and number of customer service requests addressed within agreed timeframes.

These metrics enable us to regularly assess our performance against the draft Customer Charter timeframes and understand how our performance is meeting the expectations of our customers.

To inform the development of the draft Customer Charter, Council undertook a survey of customers who had recently interacted with Council. Further detail on survey findings is provided in the Consultation section of this report.

Community expectations for timely and transparent communication continue to increase. This was reflected in the survey results, with 50 per cent of respondents indicating that they consider a reasonable response timeframe to a customer enquiry to be within 24 hours. 30 per cent of respondents indicated that they would support a response timeframe of five (5) business days, which is aligned with industry standards.

It should be noted that Council officers endeavour to address every submitted service request in a timely manner, aiming to achieve immediate response times to as many customer queries as possible, and with the majority of customer contact resolved at this first point of contact.

For more complex enquiries, the draft Customer Charter proposes a maximum timeframe of ten business days for a personalised response to be provided to the customer, including advice on next steps where the matter cannot be resolved within that period.

The proposed ten business day response timeframe reflects the broad and often complex range of enquiries received by Council across all service areas. Customer requests can vary significantly in nature, from straightforward enquiries requiring limited investigation through to multifaceted matters involving legislative interpretation, technical assessment, a search of historical records, service coordination, consultation with multiple business units, or engagement with external stakeholders and authorities.

Establishing a ten-business day timeframe supports Council's commitment to delivering high quality customer service while balancing organisational resources, competing operational priorities and statutory obligations.

Benchmarking with neighbouring and comparable councils has highlighted the importance of clearly defined service standards and consistent organisational practices. The draft Customer Charter incorporates these insights to ensure Council's commitments are achievable and measurable.

Internally, effective implementation of the Customer Charter will require ongoing engagement with staff to support a shared understanding of service expectations and the capacity to meet them. A structured and deliberate action plan will support the implementation of the Customer Charter. Workshops and training will assist teams to

embed the Customer Charter into daily operations and promote consistent service delivery across the organisation.

POLICY IMPLICATIONS

The recommendation is in accordance with the Priorities of the Council Plan 2025-2029:

- 1.1 Our highest priority is improving our communication - both listening and providing information and feedback
- 1.2 Our systems and processes are designed, implemented, and reviewed to support a customer focussed culture

The draft Customer Charter complements Council's Complaints Policy and Dealing with Difficult Customers Policy, aiming to provide a consistent and integrated approach to customer service. It also supports the objectives of the Council Plan 2025 - 2029 by strengthening transparency, accountability, and service standards.

FINANCIAL AND RESOURCE IMPLICATIONS

The development and implementation of the Customer Charter can be delivered within existing operational budgets. Primary resource impacts relate to staff time required for internal consultation, training, and the integration of the Charter into wider customer service processes. These activities will be managed within current workloads and supported by existing teams.

Ongoing implementation of the Charter, including monitoring, reporting, and periodic review, will be incorporated into existing business processes. No additional staffing or significant financial resources are anticipated.

RISK MANAGEMENT

Risk	Likelihood	Impact	Mitigation Action / Control
Inability to meet published response timeframes.	Possible	Moderate	• Ensure teams are appropriately engaged and supported. • Hold internal workshops to ensure all teams understand expectations. • Recognise and reinforce positive customer-service behaviours.

Risk	Likelihood	Impact	Mitigation Action / Control
Community misunderstanding of expectations.	Possible	Moderate	• Clear, plain-language communication. • Public education when launching the Customer Charter. Consistent messaging across all customer touchpoints.
Failure to maintain Charter relevance over time, including changes in community expectations, technology or service delivery models.	Possible	Moderate	• Scheduled routine reviews on performance • Biennial reporting of Charter metrics aligned with Customer Service reporting in April and October.
Inconsistent application of the Charter across departments.	Possible	Moderate	• Clearly define roles and responsibilities for customer service ownership. • Embed Charter requirements into procedures and workflows. • Use internal audits or spot checks to monitor consistency.

Risk	Likelihood	Impact	Mitigation Action / Control
Increased customer complaints following publication of defined standards.	Possible	Moderate	- Align the Charter closely with the Complaints Policy. - Train staff in managing expectations and responding to escalations. - Monitor complaint trends early following launch and adjust guidance if needed.

CONSULTATION

The draft Customer Charter has been informed by both community engagement and internal consultation. A community survey was conducted between 27 January and 27 February 2026, receiving a total of 218 responses.

Benchmarking was undertaken to identify contemporary customer service standards and best practice approaches across the sector. Councils included in the benchmarking review were the City of Melbourne, Campaspe Shire, Mansfield Shire, Indigo Shire and the Rural City of Wangaratta.

Internal consultation will continue through targeted workshops with individual teams across the organisation. These sessions will ensure staff understand the expectations outlined in the Customer Charter and are supported to meet the required response timeframes. This whole of Council approach is essential to embedding consistent customer service practices and ensuring the Customer Charter is both practical and deliverable.

All feedback received from the community on the draft Customer Charter will be considered and the final Customer Charter will be presented to a future Council meeting for consideration by Council.

CONCLUSION

The development of a draft Customer Charter provides Alpine Shire Council with a clear, public commitment to delivering consistent, transparent, and high-quality customer service.

The draft Customer Charter outlines defined response timeframes and sets clear expectations for both customers and staff, supporting improved service delivery across the organisation. Informed by community feedback, benchmarking with comparable councils, and internal consultation, the draft Customer Charter establishes a practical and

achievable framework that will guide customer interactions and strengthen accountability.

Delivering the Customer Charter ensures a shared understanding of service standards and reinforces Council's commitment to continuous improvement in meeting our customer service commitments.

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
- Customer Experience Coordinator

ATTACHMENT(S)

1. **8.3.1.1** Draft Alpine Shire Council Customer Charter

8.3.2 P.2024.054 35 & 37-41 Delany Ave, Bright

Application number:	P.2024.054
Proposal:	Fifteen (15) lot subdivision, the construction of twelve (12) dwellings, alteration of existing vehicle access to a road in Transport Zone 2 and removal of a carriageway easement.
Applicant's name:	Human Habitats
Owner's name:	Peter Finch
Address:	35 and 37-41 Delany Avenue, Bright VIC 3741 (Lot 2 on PS824315 and Lot 2 on PS824315)
Land size:	6000m2 (approx.)
Current use and development:	Accommodation
Site features:	The subject land is an irregularly shaped, flat site currently occupied by the existing Motel Sierra Bright. It benefits from dual access via both Delany Avenue and Hawthorn Lane. Landscaping on the site is informal, comprising exotic vegetation, and the property also features a pool alongside extensive concreted areas dedicated to parking and vehicle accessways.
Why is a permit required?	Clause 32.08-3: Subdivide land (GRZ1) Clause 32.08-7: Construct two or more dwellings on a lot (GRZ1) Clause 44.06-2: Subdivide land (BMO) Clause 44.06-2: Construct a building and carry out works associated with an Accommodation land use (BMO) Clause 52.02: Remove an easement. Clause 52.29-2: Alter access to a road in a TRZ2 Clause 52.29-2: Subdivide land adjacent to a road in a TRZ2
Zoning:	General Residential Zone
Overlays:	Bushfire Management Overlay
Restrictive covenants on the title?	None
Date received:	Amended application received 02/02/2026
Statutory days:	203 days

Planner:	Daryl Baker, Statutory Planning Coordinator
----------	---

RESOLUTION

Cr Andersen

Cr Smith

That Council, having regard to the matters it is required to consider under section 60 of the Planning and Environment Act 1987 and the Alpine Planning Scheme, resolves to issue a Notice of Decision to Grant Planning Permit P.2024.054 for the 15 lot subdivision and development of twelve (12) dwellings, alteration of existing vehicle access to a road in Transport Zone 2 and removal of a carriageway easement at Lot 2 on PS824315 and Lot 2 on PS824315 (35 and 37-41 Delany Avenue, Bright VIC 3741), subject to the conditions outlined at Attachment 8.3.2.1(a), for the following reasons:

- 1. The proposal demonstrates broad compliance with the provisions of Clause 55 which operates as the Townhouse and Low-Rise Code, for applications for two or more dwellings on a lot.***
- 2. The proposal demonstrates broad compliance with the provisions of Clause 56 for the subdivision of residential land.***
- 3. The proposal provides for all required bushfire protection measures, with risk to life and property reduced to an acceptable level.***
- 4. The proposal provides additional housing opportunity in a location with convenient access to existing infrastructure and a range of community facilities.***
- 5. The proposal achieves an acceptable and orderly planning outcome and is supported by the relevant provisions of the Alpine Planning Scheme.***

Carried Unanimously

PROPOSAL

The proposal is for the subdivision of the land into 15 lots and the development of 12 dwellings, pursuant to the General Residential Zone (Clause 32.08) and the Bushfire Management Overlay (Clause 44.06) of the Alpine Planning Scheme. The proposal also includes the alteration of an existing vehicle access to a road in Transport Zone 2 and the removal of a redundant carriageway easement.

The subdivision of the land into 15 lots includes a boundary realignment between the existing boundaries of 35 and 37-41 Delany Avenue, with the dwelling at 35 Delany Avenue to remain. This realignment is sought to better separate and protect ongoing vehicle access to that property, without the need for inclusion into the broader common property areas.

Of the new lots to be created, 12 are proposed to contain dwellings, with the two remaining lots to remain vacant for future development. The development comprises the

construction of ten two-storey townhouses and two single-storey townhouses across Lots 1-12, comprising a mixture of four-bedroom, three-bedroom and two-bedroom dwellings.

Lots 1-6 will front Delany Avenue, with vehicular access provided via a rear 420 square metre common property area accessed off Hawthorn Lane. Lots 7-9, located on the north side of this accessway, will also be accessed via the common property, while Lots 10-14 will be accessed directly from Hawthorn Lane. The common property accessway has been deliberately located off Hawthorn Lane to enhance the streetscape presentation to Delany Avenue and to maximise the setback of the access point from the intersection, minimising impacts on traffic flow.

Dwellings on Lots 2-5 and 9-12 are each designed as three-bedroom townhouses, while the dwellings on Lots 1 and 6 are larger four-bedroom townhouses. Lots 7 and 8 comprise single-storey, two-bedroom townhouses. The two-storey dwellings on Lots 2-5 and 9-12 each include a double lock-up garage, open-plan living areas, and a master bedroom with walk-in robe and ensuite, together with a mix of additional bedrooms, bathrooms, laundries and porch or alfresco areas across ground and first floors. The larger dwellings on Lots 1 and 6 provide a ground floor master suite, open-plan kitchen, dining and living area, walk-in pantry and linen closet, together with three additional bedrooms, a living room and balconies at first floor level. The single-storey dwellings on Lots 7 and 8 each comprise a lock-up garage, two bedrooms with built-in robes, an ensuite to the master bedroom, and an open-plan kitchen, living and dining area opening onto an alfresco area. Landscaping is proposed throughout the site and on both active frontages.

The Traffic Impact Assessment prepared by Traverse Transport Pty Ltd for the applicant at the request of Council, concludes that the proposed car parking layout and vehicle access arrangements are appropriately designed in accordance with Clause 52.06, AS/NZS2890.1 and all other traffic engineering requirements, with swept path analysis confirming suitable access to the site and car spaces. While the proposal does not trigger a statutory bicycle parking requirement under Clause 52.34-5, informal bicycle storage within dwellings and garages, supplemented by a hoop rail within the common property, is considered acceptable, as are the proposed arrangements for occasional loading and kerbside waste collection. The assessment concludes that any additional traffic likely to be generated from the development can be safely and efficiently accommodated by Hawthorn Lane, Delany Avenue and the surrounding road network, such that the development is not expected to result in adverse traffic or parking impacts in the precinct. Car parking has been provided in excess of the requirements at Clause 52.06.

The submitted bushfire documentation comprising a Bushfire Management Statement and Bushfire Management Plan, when reviewed by the CFA, were identified as adequately addressing relevant bushfire planning requirements, including matters relating to access, water supply, defendable space, vegetation management and other risk mitigation measures.

The proposal is illustrated on plans prepared by Hadar, Project No. 0101, Revision TP6, which can be found in Attachment 8.3.2.2(b).

The Bushfire Management Statement - prepared by Mountain Planning dated December 2025 and the Bushfire Management Plan, Revision 03 dated 30 January 2026 are included with the development plans at Attachment 8.3.2.2(b).

The Traffic Impact Assessment Report prepared by Traverse Transport Pty Ltd, Ref: 244T-TIA-F01 dated 20 November 2025 can be found in Attachment 8.3.2.3 (c).



Figure 1: Shows the development layout (with private open space in green)

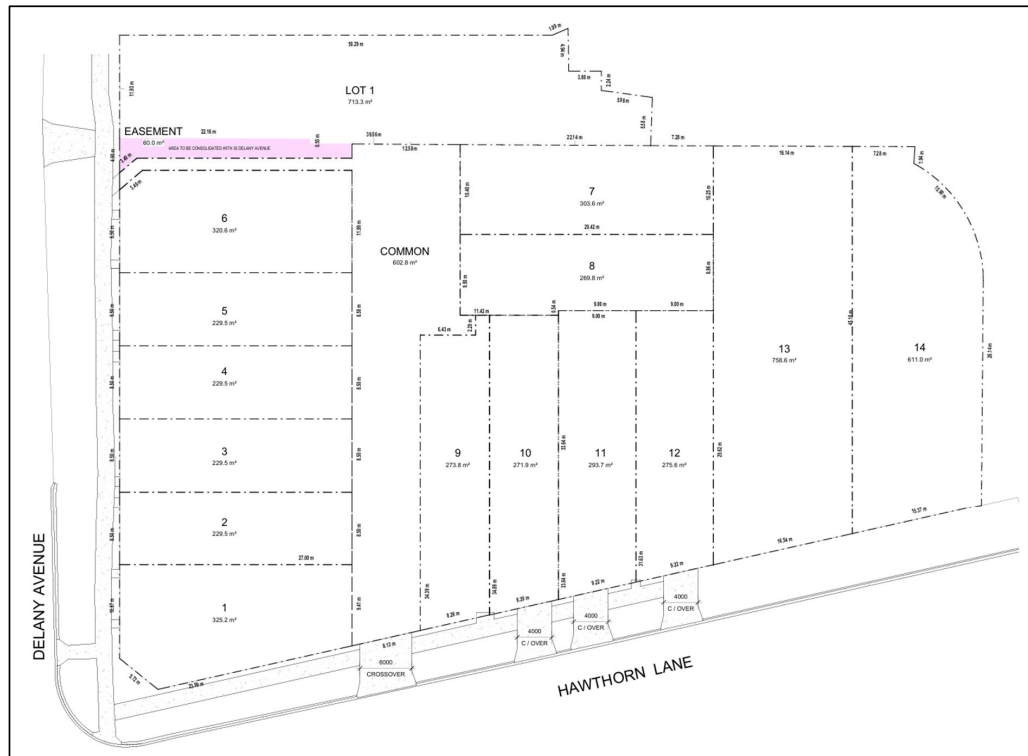


Figure 2: Shows proposed subdivision plan

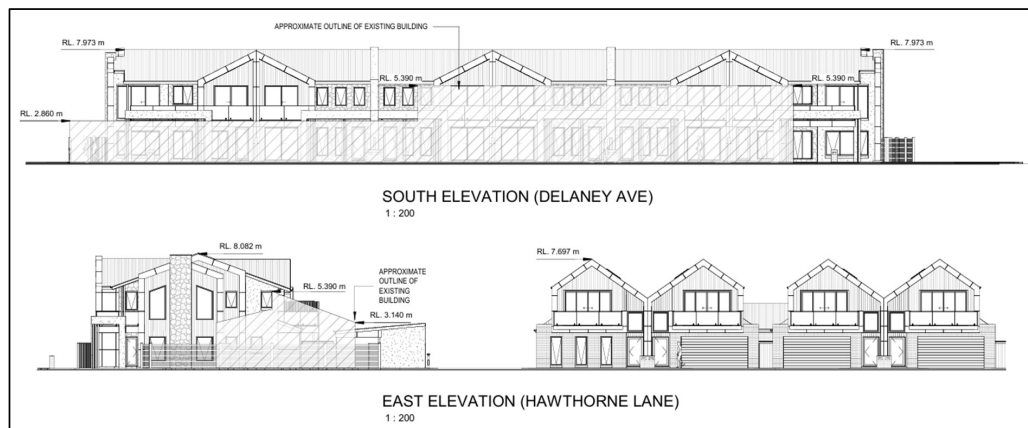


Figure 3: Shows elevations of the development as viewed from Delany Avenue and Hawthorn Lane

SUBJECT LAND AND SURROUNDS

The subject land is located at 35 and 37-41 Delany Avenue, Bright, and is formally titled as Lot 2 on PS824315 and Lot 2 on PS824315. The site is irregular in shape and

comprises an area of approximately 6,000 square metres, with a road frontage and vehicular access available from both Delany Avenue and Hawthorn Lane.

The land is generally flat. 35 Delany Avenue contains a single dwelling, with the land at 37-41 Delany Avenue currently containing the existing Motel Sierra Bright. The balance of the land is maintained as informal gardens, with exotic vegetation distributed throughout the property, together with a swimming pool and significant concreted areas used for parking and accessways.

The site is located within a residential area situated to the south-east of the Bright CBD, which lies less than one kilometre away. The surrounding locality is characterised by single-storey dwellings, unit complexes and short-term accommodation across allotments of varying size, with lot sizes in the area ranging from approximately 193 square metres (1/47 Delany Avenue, Bright) to 1,908 square metres (38 Delany Avenue, Bright). Numerous properties in the surrounding area contain multiple dwellings in the form of units.

The site sits approximately 150 metres north of the Alpine Shire Council Municipal Offices.



Figure 4: Aerial photography of the subject site (approx. boundary in red) and surrounds - VicPlan

PUBLIC NOTIFICATION

The application was advertised in accordance with Section 52 of the *Planning and Environment Act 1987*. Notice of the application was sent to owners and occupiers of nine surrounding properties, while a sign was also displayed on the subject land. Nine (9) objections were received. The key issues raised in the objections are summarised as follows:

- Amenity impacts caused by noise and traffic to existing residents of Hawthorn Lane;
- Concerns that the proposal does not demonstrate compatibility with the desired design elements for the areas as outlined in Alpine Shire Council's Neighbourhood Character Strategy (November 2025);
- Conflicts with the Municipal Planning Strategy;
- Failure to satisfy the requirements of the Bushfire Management Overlay;
- Overdevelopment and a poor planning outcome.

It is also noted that recent amendments to Clause 55 of all Victorian Planning Schemes in 2025, including the introduction of the Townhouse and Low Rise Code and associated deemed-to-comply assessment pathways, have materially altered third-party review rights for qualifying residential development across the state. This being the case, many of the design elements that are deemed to comply with the standards, are not open to any further review.

REFERRALS

Referrals / Notice	Advice / Response / Conditions
Section 55 referrals:	<u>North East Water (NEW)</u> NEW consents to the proposal subject to conditions that can be found included in Attachment 8.3.2.1(a).
	<u>Country Fire Authority (CFA)</u> CFA consents to the proposal subject to conditions that can be found included in Attachment 8.3.2.1(a).
	<u>Department of Transport and Planning (DTP)</u> DTP consents to the proposal subject to conditions, including a requirement that there be only one access to Delany Avenue. The conditions can be found included in Attachment 8.3.2.1(a).
	<u>Goulburn Murray Water (GMW)</u> GMW consents to the proposal subject to conditions that can be found included in Attachment 8.3.2.1(a).
	<u>Ausnet Electricity Services</u> AusNet Electricity Services consents to the proposal subject to conditions that can be found included in Attachment 8.3.2.1(a).

Referrals / Notice	Advice / Response / Conditions
	<u>AusNet Transmission Group</u> AusNet Transmission Group does not object to the proposal and has not provided any conditions for inclusion on any permit issued.
Section 52 referrals:	No section 52 referrals were required to be undertaken.
Internal / external referrals:	<u>Engineering</u> Amendments to the application were made to address concerns raised by Engineering dated 19/11/2024. Standard engineering and asset protection conditions can be found included in Attachment 8.3.2.1(a). <u>Arborist</u> While there has been no formal response, the arboricultural impact assessment submitted by the applicant in support of the application is considered acceptable and relevant conditions can be found included in Attachment 8.3.2.1(a). <u>Waste</u> The traffic impact assessment provided by the applicant includes information on waste removal that is considered acceptable.

PLANNING ASSESSMENT AND RESPONSE TO GROUNDS OF OBJECTION

Amendment VC267, which came into effect on 31 March 2025, introduced "deemed to comply standards", reducing council discretion and third-party appeal rights for planning applications. The changes also introduced an exemption that states the responsible authority is exempt from and is not required to consider the Municipal Planning Strategy and Planning Policy Framework, the purpose or decision guidelines of the relevant zone, or the decision guidelines in Clause 65 when assessing an application for multiple dwellings under Clause 55 of the planning scheme.

If there is any inconsistency between the requirements of this clause and another provision of this planning scheme, this clause prevails.

Consideration of matters relevant to Clause 56 for residential subdivision, Clause 52.29 relevant to land adjacent to the principal road network, Clause 52.02 for removal of the redundant carriageway easement, the Bushfire Management Overlay and assessment of the planning permit trigger at Clause 44.06-2, including relevant sections of the Municipal Planning Strategy, the Planning Policy Framework and the decision guidelines at Clause 53.02 and Clause 65, continue to apply.

The listed policies, including Clause 55 and Clause 56 in their entirety, can be found in Attachment 8.3.2.4(d).

MUNICIPAL PLANNING STRATEGY AND PLANNING POLICY FRAMEWORK

The following clauses of the Municipal Planning Strategy (MPS) and Planning Policy Framework (PPF) provide guidance in relation to subdivision of land for residential purposes and the variation of the access to the site from Delany Avenue, noting that the development of the dwellings is not subject to the consideration of the MPS or PPF:

02.03-1 - Settlement

02.03-3 - Environmental risks and amenity

02.03-6 - Housing

02.03-8 - Transport

11.01-1L-01 - Settlement

11.01-1L-02 – Bright

13.02-1S - Bushfire planning

13.02-1L - Bushfire planning

14.02-1S - Catchment planning and management

14.02-1L - Catchment planning and management

14.02-2S - Water quality

18.01-1S - Land use and transport integration

An assessment of the above policies supports the proposed development. The following response to the specifics of the policies is provided:

- Clause 02.03-1 identifies that Bright has the second largest population in the Shire, that its main industry is tourism, and that the town services the surrounding small townships, settlements and rural localities of the Upper Ovens Valley. The settlement strategic directions seek to focus urban land use and development in the large townships (including Bright), support population consolidation and higher density development to make effective use of existing infrastructure, encourage diversity and choice in housing options, and encourage infill housing developments that are sympathetic to preferred neighbourhood character. The proposal is for a multi-lot, multi-dwelling development within the township of Bright, on land within the settlement boundary, and is consistent with this strategic direction by contributing to housing diversity and consolidating development within an established township with access to existing infrastructure.
- Clauses 02.03-3 identifies that Alpine Shire is regularly affected by significant natural events, particularly bushfire, and significant storm events that cause flooding and landslip in steeper areas, and that large areas of the municipality are affected by the Bushfire Management Overlay. The bushfire risks in both urban and rural areas due to dense vegetation cover, difficulty of access for emergency vehicles, and exposure

of development at the rural-urban interface are highlighted. Subject to minor amendments as outlined in the CFA referral response and conditional consent requirements, the bushfire mitigation measures will address the bushfire risk to the site.

- Clause 02.03-6 identifies that a significant proportion of dwellings in the Shire are not permanently occupied and are used for short-term accommodation and holiday homes, and that adequate provision of services and infrastructure is a significant constraint guiding whether residential development is appropriate. The proposal will provide additional housing stock within an established and serviced township, contributing to housing choice and diversity in accordance with this strategic direction.
- Clause 02.03-8 identifies that the arterial road network plays a major role in supporting the Shire's tourism, agriculture, forestry and commerce sectors, and that settlements are highly car-dependent with limited public transport services. The transport strategic directions seek to maintain the arterial road network to support economic activity and develop a network of cycling and walking trails for residents and tourists. The proposal is generally consistent with this strategic direction, being located within the established township of Bright with existing access to the road network, with traffic impact assessments undertaken to confirm that the scale of the development will not adversely impact the function or safety of surrounding roads.
- Clause 11.01-1L-01 seeks to direct the majority of urban growth to the large townships, avoid the negative impacts of a dispersed population base by supporting population consolidation and higher density development in townships to make effective use of existing infrastructure, facilitate higher density development and mixed uses around the commercial core of large and small townships, support growth in areas with reticulated services, and ensure development in settlements provides reasonable levels of safety through avoidance of environmental hazards and accessibility to roads, water, telecommunications and other reasonable infrastructure. The proposal is for a multi-lot, multi-dwelling development within Bright, a large township identified for urban growth, and is consistent with this strategic direction by consolidating higher density residential development within an established township with access to reticulated services and existing infrastructure.
- Clause 11.01-1L-02 seeks to maintain and enhance the character of Bright as a vibrant tourist town in a rural setting that is well served by parklands and waterways and predominantly pedestrian in scale and requires development to accord with the Bright Structure Plan. Relevant strategies include directing medium density development into the medium density opportunity areas shown on the plan, ensuring minimum lot sizes for residential subdivision have regard to the existing lot size and density of development in the neighbourhood, maintaining building separation and the rhythm of building setbacks and form in established streetscapes, and locating development to minimise the obstruction of flood waters, particularly overland flooding associated with Morses Creek, Stackey Gully Creek and Bakers Gully Creek. The proposal is generally consistent with this strategic direction, being

located within a medium density opportunity area identified in the Bright Structure Plan, providing lot sizes consistent with nearby medium density development, and setbacks designed with regard to the existing pattern of development in the neighbourhood.

- Clause 13.02-1S requires that development in bushfire-prone areas be assessed against a risk-based framework, and that population growth and development be directed to low-risk locations where the impacts of bushfire can be appropriately mitigated. Subject to minor amendments as outlined in the CFA referral response and conditional consent requirements, the bushfire mitigation measures will address the bushfire risk to the site.
- Clause 14.02-1S seeks to assist the protection and restoration of catchments, waterways, estuaries, bays, water bodies, groundwater and the marine environment, including ensuring the continued availability of clean, high-quality drinking water by protecting water catchments and water supply facilities, and undertaking measures to minimise the quantity and retard the flow of stormwater from developed areas. Given the increase in impervious surface area associated with a multi-lot, multi-dwelling development, the proposal will need to incorporate stormwater detention and treatment measures to manage the quantity and rate of runoff, and is capable of complying with this clause subject to conditions requiring an adequate stormwater management plan.
- Clause 14.02-2S seeks to protect water quality, including protecting reservoirs, water mains and local storage facilities from potential contamination, avoiding detrimental impacts on groundwater resources, and minimising the risk of harm to human health and the environment from proposed land use or development. The development is required to be connected to reticulated sewerage and water supply, and subject to standard engineering conditions and conditions from NEW and GMW, is not expected to present an unacceptable risk to water quality.
- Clause 14.02-2L requires that water quality be protected in the Bakers Gully, Buckland River, Lake Hume, Buffalo River (Lake Buffalo), Ovens River (Bright), Ovens River (Wangaratta) and Upper Kiewa Special Water Supply Catchment Areas, and that land use and development setbacks from waterways be adequate to protect water quality in special water catchment areas. Given the site's location within Bright, it falls within the Ovens River (Bright) Special Water Supply Catchment Area. The proposed development will be subject to conditions from NEW and GMW, as the relevant managers of the catchment.
- Clause 18.01-1S seeks to facilitate access to social, cultural and economic opportunities by effectively integrating land use and transport, including protecting existing transport infrastructure from encroachment or detriment that would impact its current or future function. The proposal is generally consistent with this strategic direction, being located within the established township of Bright with existing access to the road network and pedestrian and cycling infrastructure. The proposed vehicle crossings and parking provided across the site will ensure that the development does not adversely impact the safety or function of the surrounding road network.

ZONING AND LAND USE

The subject land is zoned General Residential Zone (GRZ).

While a planning permit is required for the development of two or more dwellings under Clause 32.08-7, the amendments to the Planning Scheme to introduce the low-rise code that came into effect on 31 March 2025 remove any requirement for the responsible authority to consider the purpose or decision guidelines of the relevant zone when considering the components of the application requiring assessment under Clause 55.

The requirements for subdivision of land continue to apply, as per Clause 32.08-3 (Subdivision – permit requirement) and the proposal must meet the requirements of Clause 56. As a 15-lot subdivision, the application falls within the "3 – 15 lots" class of subdivision, which requires that the proposal meet all of the objectives and should meet all of the standards of Clause 56, except those in Clauses 56.02-1, 56.03-1 to 56.03-4, 56.03-5, 56.05-2, 56.06-1, 56.06-3 and 56.06-6.

The Clause 56 assessment can be found in Attachment 8.3.2.6(f).

As no vacant lots under 400 square metres are proposed to be created by the subdivision the garden area requirement at Clause 32.08-3 is not triggered and does not apply to the application.

BUSHFIRE MANAGEMENT OVERLAY

The subject land is affected by the Bushfire Management Overlay (BMO).

A permit is required for subdivision and buildings and works for accommodation on land affected by the BMO under Clause 44.06-2. The purpose of the BMO is to implement planning strategies and policies about bushfire management and to ensure that the risk to life and property from bushfire is minimised.

Bushfire mitigation measures proposed do not currently meet CFA requirements, with the CFA provided conditional consent subject to amended documents to improve mitigation measures across the site.

Subject to meeting the conditions of the CFA, the proposal will be able to respond appropriately to the bushfire risk associated with the site and satisfy the requirements of Clause 53.02 of the Planning Scheme.

PARTICULAR PROVISIONS

CLAUSE 52.02 - EASEMENTS, RESTRICTIONS AND RESERVES

Clause 52.02 seeks to ensure the removal or variation of an easement, restriction or reserve does not adversely affect the land it benefits, and requires a permit to vary or remove an easement (other than a public utility easement).

The proposal includes the removal of a redundant carriageway easement, which triggers the permit requirement under this clause. As the carriageway easement is redundant; no longer serving a practical function in providing access, and superseded by the proposed

subdivision layout and internal road/access arrangements, its removal is not expected to adversely affect the land that benefits from it.

CLAUSE 52.29 - LAND ADJACENT TO THE PRINCIPAL ROAD NETWORK

Clause 52.29 seeks to ensure appropriate access to identified roads (including roads in a Transport Zone 2) and to ensure appropriate subdivision of land adjacent to those roads.

Before deciding on the application, the responsible authority must consider, in addition to the general decision guidelines at Clause 65, the safety and efficiency of the road, including whether the subdivision layout and the realigned access will adversely affect the safety and efficiency of the Transport Zone 2 road, and the design and location of the access relative to sightlines, traffic movements and any relevant road authority standards. As the works are limited to the realignment of an existing crossover, rather than the creation of a new or additional access point, the scale of impact to be assessed is limited, and the key consideration is whether the realigned access continues to provide safe and efficient access having regard to sightlines and traffic movement on the Transport Zone 2 road.

The application was referred to the relevant road authority (Department of Transport and Planning) under Clause 66, and the conditions required, as included in Attachment 8.3.2.1(a), adequately address any concerns in regard to both the subdivision layout and the realigned crossover.

CLAUSE 53.01 - PUBLIC OPEN SPACE CONTRIBUTION AND SUBDIVISION

Clause 53.01 requires that an application to subdivide land make provision for public open space, either as a land contribution, a monetary payment, or a combination of both, in accordance with the rate specified in the schedule to the clause (or, if no rate is specified, up to 5% under Section 18 of the *Subdivision Act 1988*). As the application is for a 15-lot subdivision, it triggers the requirement to make a public open space contribution, and this will need to be addressed by way of a cash-in-lieu payment, as included in the conditions at Attachment 8.3.2.1(a).

CLAUSE 53.02 - BUSHFIRE PLANNING

As the land is subject to the Bushfire Management Overlay (BMO), a permit is required for both the subdivision and the construction of dwellings under the BMO (Clause 44.06), and Clause 53.02 applies to the assessment of the application as land within a bushfire prone area subject to a BMO.

Subject to the applicant meeting the requirements of the conditions as outline in the CFA referral response, the proposal is capable of complying with Clause 53.02.

CLAUSE 53.03 - RESIDENTIAL RETICULATED GAS SERVICE CONNECTION

The clause applies to the application, as it includes the subdivision of land for residential purposes (15 lots) and the construction of new dwellings. The clause requires mandatory conditions be placed on a permit to ensure a new dwelling, new apartment

development, or new lot arising from a residential subdivision cannot be connected to reticulated natural gas. The relevant conditions will be placed on any permit issued, as included in the conditions at Attachment 8.3.2.1(a).

CLAUSE 55 - TWO OR MORE DWELLINGS ON A LOT AND RESIDENTIAL BUILDINGS OF THREE STOREYS OR LESS

An assessment of the proposal has been undertaken against the requirements of Clause 55 of the Planning Scheme (Townhouse and Low-Rise Code), as introduced by Amendment VC267. The assessment confirms that the proposal, while not meeting all standards, can meet the relevant objectives, subject to minor amendments.

A full Clause 55 assessment for the proposal is included at Attachment 8.3.2.5(e).

CLAUSE 56 - RESIDENTIAL SUBDIVISION

Key purposes of this provision are to create liveable and sustainable neighbourhoods and urban places with character and identity and to achieve residential subdivision outcomes that appropriately respond to the site and its context. The provision applies to this application as the land is in the General Residential Zone that provides for residential development.

A full Clause 56 assessment for the proposal is included at Attachment 8.3.2.6(f).

CLAUSE 65.01 – APPROVAL OF AN APPLICATION OR PLAN

Clause 65.01 sets out the general matters the responsible authority must consider, as appropriate, before deciding on an application. These include the matters set out in Section 60 of the Planning and Environment Act 1987, the Planning Policy Framework and Municipal Planning Strategy, the purpose of the relevant zone and any other provision, the orderly planning of the area, the effect on the amenity of the area, and matters such as stormwater quality, native vegetation impacts, and cultural heritage. The dwellings assessed under Clause 55 are not subject to assessment under Clause 65.01.

Section 60 and orderly planning: The subdivision, easement removal and access works have been assessed as generally consistent with the orderly planning of the area, being located within the established township of Bright and consistent with the pattern and density of surrounding development.

Municipal Planning Strategy and Planning Policy Framework: As addressed in the earlier assessment, the proposal is generally consistent with the relevant strategic directions and policies at Clauses 02.03-1, 02.03-6, 02.03-8, 11.01-1L-01, 11.01-1L-02, 14.02 and 18.01-1S.

Purpose of the zone and other applicable provisions: The subdivision component is consistent with the purpose of the General Residential Zone in facilitating a diversity of housing types and housing growth in locations with good access to services, and with the purpose of Clause 52.29 in ensuring appropriate subdivision of land and access adjacent to the Transport Zone 2 road.

Effect on amenity: The subdivision layout, realigned crossover and removal of the redundant carriageway easement are not expected to give rise to unreasonable amenity impacts on surrounding properties, subject to appropriate conditions.

Stormwater quality: As discussed against Clause 14.02, the subdivision will need to demonstrate that stormwater is managed to maintain or improve water quality within and exiting the site, having regard to the site's location within the Ovens River (Bright) Special Water Supply Catchment Area.

Native vegetation and cultural heritage: No native vegetation removal or Aboriginal cultural heritage sensitivity has been identified as arising from the subdivision or access works based on the information available; this should be confirmed against a native vegetation assessment and Aboriginal Cultural Heritage Sensitivity mapping if not already provided.

CLAUSE 65.02 – APPROVAL OF AN APPLICATION TO SUBDIVIDE LAND

Clause 65.02 requires the responsible authority, in addition to the matters in Clause 65.01, to consider matters specific to subdivision, including the suitability of the land for subdivision, the subdivision pattern having regard to the physical characteristics of the land, the density and character of surrounding development, the adequacy of road and infrastructure provision (including drainage).

Suitability of the land for subdivision: The site is considered suitable for subdivision, being located within the established township of Bright with access to reticulated services and the road network.

Subdivision pattern and physical characteristics of the land: The 15-lot subdivision pattern has been designed having regard to the site's physical characteristics, and is considered to appropriately respond to the density and character of the surrounding neighbourhood, consistent with the assessment against Clause 11.01-1L-02 (Bright) and Clause 56.

Adequacy of road and infrastructure provision: The realignment of the existing crossover to the Transport Zone 2 road, and the removal of the redundant carriageway easement, are considered to support an adequate and logical road and access network for the subdivision, subject to the relevant road authority's requirements under Clause 52.29.

Drainage and effect on other land with a common means of drainage: The subdivision will be required to demonstrate, via conditions, that stormwater drainage can be appropriately managed on-site and will not adversely affect other land sharing a common means of drainage.

Public open space: The applicant will be required to comply with the public open space contribution requirements of Clause 53.01.

RESPONSE TO GROUNDS OF OBJECTIONS

The application has been assessed against the relevant provisions of the Alpine Planning Scheme as discussed above. The following provides a response to the concerns raised by objectors:

Amenity impacts caused by noise and traffic to existing residents of Hawthorn Lane

While it is recognised that there will be an increase in activity on Hawthorn Lane, the scale of development is not greater than other multi-dwelling sites within the Bright township, and the applicant has adequately demonstrated through a Traffic Impact Assessment, that additional movements can be catered for within the existing road network. The suggestion by objectors that access instead be provided from Delany Avenue is at odds with policy and direction which seek to minimise additional traffic entering and exiting to arterial roads (Transport Zone 2).

In relation to noise unrelated to traffic movements, the proposal is for residential land use in a residential area. No other uses that would result in commercial or industrial noise sources are proposed, and the likelihood of land use conflict once the proposed development is established are minimal.

Concerns that the proposal does not demonstrate compatibility with the desired design elements for the areas as outlined in Alpine Shire Council's Neighbourhood Character Strategy (November 2025)

Since the introduction of the new Clause 55 (Townhouse and Low-Rise Code), through Amendment VC267, Council's ability to consider neighbourhood character has been removed. Council officers have worked with the applicant to improve the design elements of the proposal, however, cannot rely on the Neighbourhood Character Strategy to make decisions at this time.

Conflicts with the Municipal Planning Strategy

Since the introduction of the new Clause 55 (Townhouse and Low-Rise Code), through Amendment VC267, consideration of local planning policy for development is limited. The proposal meets relevant strategies and policies as outlined in the Municipal Planning Strategy and Planning Policy Framework, for the triggers to which they can be applied.

Failure to satisfy the requirements of the Bushfire Management Overlay

While the proposal does currently fail to satisfy the requirements of the Bushfire Management Overlay, conditions as provided by the CFA as part of their conditional consent for the proposal require amended bushfire management documents that will appropriately mitigate the identified risks for the site.

Overdevelopment and a poor planning outcome

While the proposal is for medium-density housing development, the site is well-located within an established area of Bright with close access to amenities and services. The site is located within an area identified by the structure plan as being suitable for medium density housing opportunities. Subject to minor amendments, the proposal has been

designed to meet the relevant objectives of Clause 55 and requirements of Clause 56, and will provide for additional housing opportunities without requiring the expansion of the town boundaries into productive agricultural land. The proposal is not considered to be an overdevelopment and is supported by state and local planning policy.

CONCLUSION

The application is consistent with the Alpine Planning Scheme and should be approved for the following reasons:

1. Subject to minor alterations to be included on any permit issued, the proposal demonstrates compliance with the provisions of Clause 55 which operates as the Townhouse and Low-Rise Code, for applications for two or more dwellings on a lot.
2. The proposal demonstrates compliance with the provisions of Clause 56 for the subdivision of residential land.
3. The proposal will require bushfire protection measures, with risk to life and property reduced to an acceptable level in accordance with CFA conditions.
4. The proposal provides additional housing opportunity in a location with convenient access to existing infrastructure and a range of community facilities.
5. The proposal achieves an acceptable and orderly planning outcome and is supported by the relevant provisions of the Alpine Planning Scheme.

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 Regulatory Services (Acting)
- Statutory Planning Coordinator

ATTACHMENTS

- Proposed planning permit conditions - Attachment 8.3.2.1(a).
- Development plans and Bushfire Management Statement - Attachment 8.3.2.2(b).
- Traffic Impact Assessment Report - Attachment 8.3.2.3(c).
- Policy and decision guidelines - Attachment 8.3.2.4(d)
- Assessment of the proposal against Clause 55 objectives and standards - Attachment 8.3.2.5(e).
- Assessment of the proposal against Clause 56 objectives and standards - Attachment 8.3.2.6(f).

8.3.3 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 is being presented to authorise one acting role while recruitment for permanent appointments is underway.

RESOLUTION

Cr Andersen

Cr Byrne

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

- 1. The following member of Council staff referred to in attachment: "S11A – Instrument of Appointment and Authorisation – Planning & Environment Act 1987" (the Instrument) be appointed and authorised as set out in the Instrument;***
 - a. Strategic Planning Coordinator (Acting)***
- 2. The Instrument comes into force immediately the common seal of Council is affixed to the Instrument, and remains in force until 31 October 2026, unless Council determines to vary or revoke it earlier;***
- 3. The Instrument be signed and sealed at the appropriate stage of this meeting.***

Carried Unanimously

BACKGROUND

Council officers require current and accurate authorisations to fulfil their duties. Due to the departure of members of the Statutory Planning team, and backfilling of those roles, there is a need to authorise an Acting Strategic Planning Coordinator for the interim period until permanent recruitment in the Statutory Planning team can occur. This acting position requires new authorisations under the *Planning and Environment Act 1987*.

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.

Delegations and Authorisations Service

Council utilises a delegations and authorisations service, which provides templates to ensure that appropriate legislative authority is passed on 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 Priorities of the Council Plan 2025-2029:

2.11 We prioritise effective governance to ensure transparent oversight of our operations

FINANCIAL AND RESOURCE IMPLICATIONS

Council has an annual subscription to the delegation and authorisation service that is provided for in 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	Ensure that all Council officers have up-to-date authorisations to ensure that they can undertake their duties.

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
- Governance Officer

ATTACHMENT(S)

1. **8.3.3.1** S11A Instrument of Appointment and Authorisations (Planning and Environment Act 1987) - Strategic Planning Coordinator (Acting)

8.3.4 Microsoft Cloud Services Procurement

INTRODUCTION

The purpose of this report is to recommend approval for Council to enter into a three-year contract for Microsoft Cloud Services as part of a transition from a 12-month Microsoft Cloud Services Provider (CSP) procurement cycle to reduce the impact of annual Microsoft price increases and provide greater cost certainty.

RESOLUTION

Cr Andersen

Cr Ronco

That Council:

- 1. Approves award of a three-year contract to Crayon Australia Pty Ltd with a total contract value of \$315,400.02 (excl. GST); and***
- 2. Notes that additional potential costs associated with the yearly licence and data storage fluctuations, based on operational usage, means that the value of a total Purchase Order raised for the three years will be \$365,000 (excl. GST).***

Carried Unanimously

BACKGROUND

Microsoft 365 is a commodity Cloud based infrastructure, software and licensing service. Microsoft 365 provides a core function to all Council ICT operations and is considered a critical service.

Council's annual Microsoft subscription costs have increased from \$82,937 in 2020 to \$123,047 in 2026, representing an increase of approximately 48.4% over six years.

Council's procurement for these services has been undertaken on the basis of an annual licence. MAV Procurement issued a Request for Tender (RFT) on behalf of Victorian Councils, for the Provision of Microsoft Licensing under contract number NPN 2.17-3 on 1 April 2020. Five suppliers were recommended for appointment to the panel in May 2020. The original standing offer period commenced in 2020 expiring March 2022 with an optional extension period of three years. There were some changes within the panel providers when this extension period was enacted.

In 2025 Council requested quotes from within this panel and Crayon Australia Pty Ltd was awarded the annual contract as the most cost-effective option.

Further procurement has been undertaken to determine the most cost-effective mechanism to procure this service from 1 September 2026.

Microsoft enterprise products include:

- Office 365, Windows, SQL server, Windows Server, Project, Visio, Azure, Microsoft Intune, Dynamics CRM and Teams;

- Both Office 365 E3 and E5 versions, including the secure productive enterprise product which includes extra security features; and
- A cloud-based click to run deployment model.

ISSUES

Microsoft licensing is procured through authorised Cloud Solution Provider (CSP) partners rather than directly from Microsoft. Pricing available through CSP partners is influenced by Microsoft's pricing structure and discount programs, resulting in annual subscription renewals being subject to price increases determined by Microsoft.

Council undertook a Request for Quotation (RFQ) through Vendor Panel under MAV Contract NPN2.17-3 to test the market for Microsoft Cloud Services from 1 September 2026. Responses were received from two (2) suppliers of the three (3) contracted suppliers. The pricing submitted through the RFQ was higher than Council's current contracted pricing. One of the pricing options submitted at the higher level was from Council's incumbent provider Crayon Australia Pty Ltd. The best pricing received for 2026/27 through this process was \$123,047.

Following clarification discussions with Council's incumbent provider, Crayon obtained approval from Microsoft to extend current discounted pricing for Council's Microsoft E3 licences and to make that pricing available under a three-year agreement. This revised pricing was not available through the standard RFQ process and provides greater value than the pricing initially submitted. This provides for a 2026/27 price of \$119,893.22 (which includes 22 additional licences than the same time last year), and a saving on 2025/26 pricing of \$3153.78.

Entering into a three-year agreement would provide greater budget certainty and reduce Council's exposure to Microsoft's annual price increases. Based on historical pricing trends, the arrangement is expected to deliver savings over the contract term when compared with renewing licences annually.

The fixed pricing arrangement applies to Microsoft E3 licences where Council holds more than 100 licences. Pricing for other Microsoft services remains indicative and will vary according to Council's usage, licence requirements and Microsoft pricing changes.

The recommendation is consistent with Council's Procurement Policy, which seeks to achieve value for money through fair and transparent procurement processes. Council tested the market through a competitive quotation process using an established collaborative procurement arrangement under the MAV Contract NPN2.17-3, enabling multiple qualified suppliers to submit quotations. The procurement process demonstrated that the pricing available through the market was higher than Council's current arrangements. Subsequent negotiations with the incumbent provider secured improved pricing and the opportunity to lock in discounted rates for a three-year term. As the market has been tested and the resulting proposal delivers demonstrable value for money, the recommendation is considered compliant with Council's Procurement Policy and the principles of collaborative procurement.

POLICY IMPLICATIONS

The recommendation is in accordance with the Priorities of the Council Plan 2025-2029:

- 2.8 We achieve long-term financial resilience to meet community needs now and into the future.

FINANCIAL AND RESOURCE IMPLICATIONS

The approved 2026/27 Budget contains an allocation of \$130,000 for Microsoft subscriptions.

The proposed contract with Crayon Australia Pty Ltd for the provision of Microsoft Cloud Services has a base contract value of \$315,400.02 (excl. GST) for the period 2026 to 2029.

While the contract establishes pricing for Council's current Microsoft licensing requirements, actual expenditure may vary over the term due to operational changes, including increases in licence numbers, upgrades to licence types, additional Microsoft services, and growth in SharePoint and cloud storage requirements. As these services are consumption and subscription based, Council requires flexibility to respond to changing organisational needs.

To ensure sufficient purchasing authority is available to accommodate potential fluctuations in licensing and storage requirements over the three year term, it is proposed that a Purchase Order value of \$365,000 (excl. GST) be established. This does not represent a committed expenditure amount but provides capacity to meet operational requirements should additional licences or storage be required during the contract period.

The budgets for 2027/28 and 2028/29 will remain subject to Council's annual budget approval process; however, expenditure associated with the contract will be committed through the proposed contractual arrangement.

The proposed three-year agreement is expected to deliver savings when compared with annual licence renewals by reducing Council's exposure to future Microsoft price increases and providing greater cost certainty for budgeting purposes. Taking into account historical price increases and extrapolating these trends over the three-year term, Council estimates savings of approximately \$25,000 under its current licensing model, and up to \$50,000 should Council transition to Microsoft E5 licensing during the contract period.

RISK MANAGEMENT

Risk	Likelihood	Impact	Mitigation Action / Control
Microsoft increases pricing at future renewal periods, resulting in higher than anticipated ICT operating costs.	Very likely	Major	Enter into a three-year agreement that locks in discounted pricing for eligible E3 licences, providing budget certainty and reducing exposure to annual Microsoft price increases.
Council's business requirements change, requiring an upgrade from E3 to E5 licensing during the contract term, resulting in additional costs.	Very likely	Moderate	Additional licences can be purchased as required, with the supplier agreeing to maintain current pricing. Budget impacts will be managed through annual budget processes and ongoing licence reviews.
Council reduces staffing levels or licensing requirements during the contract term and is unable to reduce committed licence quantities.	Possible	Moderate	Licence requirements have been assessed based on current organisational needs. The three-year term is considered to present a low risk of significant licence reduction requirements. Regular monitoring of licence utilisation will be undertaken.
Microsoft changes pricing, product structure or licensing models for services not covered by the fixed price arrangement.	Possible	Moderate	The fixed price arrangement applies primarily to Council's E3 licensing. Council will continue to review non-covered services annually and adjust budgets accordingly.

CONSULTATION

Consultation has not been undertaken for this matter as it relates to the procurement of an operational ICT service required to support Council's internal business functions. The proposed contract does not alter service levels to the community, introduce new Council services, or have a direct impact on residents, businesses or community stakeholders. The procurement process was undertaken in accordance with Council's Procurement Policy through an approved collaborative procurement arrangement, with the market tested through a competitive quotation process to ensure value for money and compliance with governance requirements.

CONCLUSION

Microsoft 365 licensing is a critical service supporting Council's operations and broader ICT environment. To ensure value for money and test the market, Council undertook a competitive quotation process through an approved collaborative procurement arrangement.

While quotations were received from two (2) suppliers associated with MAV Contract NPN2.17-3, the pricing submitted was higher than Council's current licence costs.

Following discussions with the incumbent provider, Crayon Australia Pty Ltd, Council was able to secure discounted pricing and the opportunity to fix eligible Microsoft E3 licence pricing for a three-year term.

Entering into a three-year agreement with Crayon Australia Pty Ltd will provide greater budget certainty, reduce Council's exposure to future Microsoft price increases and is expected to deliver savings over the term of the contract when compared with annual renewals.

The proposed contract value of \$315,400.02 (excl. GST), together with provision for fluctuations in licence and storage requirements, represents a financially responsible approach to managing Council's Microsoft licensing requirements.

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 (Acting)
- ICT Coordinator

ATTACHMENT(S)

Nil

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.

RESOLUTION

Cr Ronco

Cr Andersen

That the summary of informal meetings of Councillors for July and August 2026 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
28 July	Briefing Session
11 August	Briefing Session
18 August	Briefing Session

ATTACHMENT(S)

1. **9.1.1** Informal Meeting of Councillors 20260728
2. **9.1.2** Informal Meeting of Councillors 20260811
3. **9.1.3** Informal Meeting of Councillors 20260818

10 Presentation of reports by delegates

Refer to Alpine Shire Council's website www.alpineshire.vic.gov.au; for its YouTube live-streaming recording for responses to reports by delegates.

11 General business

Refer to Alpine Shire Council's website www.alpineshire.vic.gov.au; for its YouTube live-streaming recording for responses to general business.

12 Motions for which notice has previously been given

Nil

13 Reception and reading of petitions

Nil

14 Documents for signing and sealing

RESOLUTION

Cr Byrne

Cr Ronco

That the following document be signed and sealed.

- 1. Instrument of Appointment and Authorisation (Planning and Environment Act 1987) Strategic Planning Coordinator (Acting).***

Carried Unanimously

15 Confidential reports

Nil

16 Closure of meeting

There being no further business the Chairperson declared the meeting closed at 6:37pm



COUNCIL POLICY

Public Memorials

Contents

1. Purpose.....4

2. Scope.....4

3. Policy details4

 3.1.1 Application requirements.....4

 3.1.2 Type of memorial.....5

 3.1.3 Approvals, installation and management.....5

 3.1.4 Return of memorial plaques.....5

4. Roles and responsibilities6

5. Human Rights Charter compatibility6

6. Gender Impact Assessment.....6

7. Supporting documents.....7

8. Definitions and abbreviations7

9. Approval.....8

DOCUMENT UNCONTROLLED WHEN PRINTED

Document Control		
Policy number: 113	Status:	Approved by: Council
Date approved:	Next review date: 29 September 2026	
Directorate: Corporate and Community	Department: Regulatory Services	Internal / External: External

REVISION RECORD

Date	Version	Revision description
03/03/2020	1.0	Adopted by Council
26/08/2026	1.1	Draft review
29/09/2026	2.0	Version for Council adoption

1. Purpose

The Public Memorial Policy provides guidance on eligibility, process for applications and approvals for placing public memorial plaques for deceased persons on Council land in the Alpine Shire.

2. Scope

The Policy applies to all applications for public memorial plaques on land owned, managed or controlled by Council ("Council land"). It defines:

- Application requirements and fees.
- What types of memorials can be approved under this policy.
- Internal Council approval, installation and management responsibility.
- Arrangements for return of memorial plaques.

There are many ways an individual, family or group could choose to commemorate or memorialise people, groups, places or events outside the scope of this policy. These alternatives provide a lasting positive legacy within our community and should be considered prior to applying for a memorial plaque on Council land. Opportunities to memorialise could include:

- Starting or contributing to a scholarship, bursary or grant, for example through a local school or other institution.
- Donating to a museum, historical society, community organisation or other relevant charitable organisation.
- Developing a website, app or writing an online history. These can allow significant places or people to be commemorated digitally and for people in the area to access information via their mobile devices.
- Approaching private or federal, state or other local government landowners, who may have more appropriate sites for memorialisation. These include places that are significant to communities or activities, such as RSLs, sports grounds or areas where many people from a country of origin have settled.

3. Policy details

3.1.1 Application requirements

Council will consider applications for memorial plaques on Council land for deceased persons that meet the following criteria:

- The application must be made on behalf of the deceased person by a registered organisation (e.g. a community group), rather than by an individual or a family.
- The registered organisation is responsible for ensuring that the person was resident in Alpine Shire for a significant part of their life or have made a significant contribution to the Alpine Shire in the time they were resident, and that there is sufficient community support for the memorialisation.

- The application must be made on the Council approved form, with supporting information as required.
- Consideration must be given to other options for memorialisation (examples listed in Section 2), and reasoning given for why a memorial plaque on Council land is the most appropriate option for memorialisation.
- Required administration fees must be paid upon lodgement of the application.

3.1.2 Type of memorial

Under this policy, Council will only consider the installation of plaques on existing seats located on Council land (defined as land that Council owns and/or manages). Generally, one plaque per seat will be permitted, however Council may at its discretion approve the installation of more than one plaque on a seat.

Requests for other types of public memorials may be considered by Council on an exceptional basis, but the decision to consider an application for a different type of memorial rests solely with Council. If Council chooses to consider an application for a different type of memorial, it must follow the same process for application as detailed in section 3.1.1.

3.1.3 Approvals, installation and management

The Manager Regulatory Services will review requests for memorial plaques against the requirements of this policy, in consultation with the Manager Assets and Waste. The Manager Regulatory Services has delegation for approval.

An administrative fee is payable upon lodgement of the application. If the application is approved, then the applicant is responsible for providing a plaque that is in accordance with Council's specifications. Generally, plaques must be designed to fit on the seat without any protrusions and be no more than 150mm x 75mm. They must be made of a non-corroding material (e.g. brass, copper or aluminium).

Ongoing maintenance of the plaque is the responsibility of the applicant or the family of the person being memorialised. Council may undertake maintenance of the plaque, but only in so far as it may be undertaking maintenance or repairs on the seat itself.

The plaque will be displayed for up to ten years but may be removed or relocated earlier if the requirement for the seat no longer exists or any other operational reasons.

Removal or relocation will be undertaken in consultation with the relevant next of kin, where they can be contacted.

3.1.4 Return of memorial plaques

After ten years, or if the plaque is removed for another reason, the plaque will be returned to the next of kin (if they can be contacted). Where next of kin can't be contacted, Council may dispose of the plaque after a period of 60 days from its removal.

If a plaque is still deemed to be required, a new application may be made for the installation of the plaque (in the same location or on another appropriate seat) for a further period of ten years.

Plaques that have been installed prior to the adoption of this policy may be removed and returned to next of kin (or disposed of) as the plaque falls into disrepair; when the seat is no longer required; or after a period of ten years from the adoption date of this policy.

Plaques that are, or have been, erected on Council land without approval will be removed and returned to the next of kin, or disposed of.

4. Roles and responsibilities

The following positions are responsible for the implementation of the Policy. In the event that position titles change over the life of the policy, the CEO may designate new positions responsible for the implementation of the Policy.

Responsibility	Role / Position
Approval of application for memorial plaques	Manager Regulatory Services in consultation with Manager Assets and Waste
Installation and removal of memorial plaques	Manager Operations
Application for memorial plaques	Registered organisation (must be an Incorporated Association within Alpine Shire)
Maintenance of memorial plaques	Applicant / next of kin
Decision whether to consider memorial applications other than plaques	Council

5. Human Rights Charter compatibility

This policy has been assessed as being compatible with the *Charter of Human Rights and Responsibilities Act 2006 [Vic]*.

6. Gender Impact Assessment

The implications of this policy were assessed in accordance with the requirements of the *Gender Equality Act 2020 [Vic]*. The assessment considered how public memorialisation contributes to community identity and historical recognition. It highlighted that memorials and commemorative naming practices have historically tended to recognise a relatively narrow range of people and experiences.

Accordingly, the policy encourages the addition of contextual, historical or interpretive information for all types of memorial applications.

7. Supporting documents

This policy should be read in conjunction with all other relevant, Council policies and procedures, as well as relevant legislative requirements.

Related Legislation

- *Geographic Place Names Act 1998 [Vic]*
- *Local Government Act 2020 [Vic]*

Related Guidelines, Operational Directives or Policies

- Naming rules for places in Victoria. Statutory requirement for naming roads, features and localities 2016 (or as amended)
- Public Memorials Application Form

8. Definitions and abbreviations

Term	Meaning
Council land	Any land, building or road owned, occupied, vested in, managed by or under the control of Council
Memorial plaque	Plaques are to be no larger than 150mm x 75mm and designed to be installed without any protrusions. They are to be made of a non-corroding material such as brass, copper or aluminium.
Council seat	A seat owned and / or installed by Council. Must be located on Council land

9. Approval

THE COMMON SEAL OF THE
ALPINE SHIRE COUNCIL was
hereunto affixed this XX day of
September 2026
in the presence of:

_____	_____
COUNCILLOR	SIGNATURE

_____	_____
COUNCILLOR	SIGNATURE

_____	_____
CHIEF EXECUTIVE OFFICER	SIGNATURE

Financial Sustainability Action Plan Status Q4 2025-26

	Strategic Lever	Reference	Strategic Lever Actions	Year	Due	Responsibility	Governance	Q4 Position	Q4 Status	Revised Due Date
1	Sustainable Cash Reserves	1.1	Develop a Restricted Cash and Reserves Policy that sets unrestricted cash balance targets.	Year 1	Q3	Corporate	Council Decision	A Financial Reserves and Restricted Cash Policy was adopted on 28 April 2026 Ordinary Council Meeting.	Closed - Complete	
1	Sustainable Cash Reserves	1.2	Review Borrowing Policy, and align with Restricted Cash and Reserves Policy.	Year 1	Q4	Corporate	Council Decision	Due to staffing movements in the Corporate space, this activity will be undertaken by the incoming substantive Manager Corporate, with the aim that this will be completed by Q2 2026/27.	Open - Overdue	Q2 2026/27
2	Optimise Revenue	2.1	Benchmark fees and charges against other councils, to inform pricing strategy and potential opportunities.	Year 1	Q3	All	Council decision	Benchmarking undertaken as a part of the draft 2026/27 Budget preparation. Item closed.	Closed - Complete	
3	Well Managed Assets	3.1	Finalise individual asset management plans to guide investment of responsible asset renewals, upgrades and new. Progress improvement actions identified in each of these plans.	Year 1	Q4	Assets & Waste	Executive Approval	Plans are finalised but final approval is outstanding at manager and director level.	Open - Overdue	Q1 2026/27
3	Well Managed Assets	3.2	Prepare and deliver the Alpine Shire Facilities Policy.	Year 1	Q4	Growth & Future	Council Decision	The policy will be replaced by the Alpine Shire Facilities Maintenance Policy (Facilities Maintenance Policy) and Alpine Shire Sporting Reserves Maintenance Support Policy (Sporting Reserves Maintenance Support Policy). The Facilities Maintenance Policy will be considered for draft consultation by Council in Q1 of 2026/27 and is expected to be adopted by Council in Q2 2026/27. The Sporting Reserves Maintenance Support Policy will be considered by Council for adoption in Q1 2026/27. This delay is a result of the desire to undertake both targeted engagement and community consultation on both policies.	Open - Overdue	Q2 2026/27
3	Well Managed Assets	3.3	Prepare the Alpine Shire Community Infrastructure Needs Assessment.	Year 1	Q4	Growth & Future	Council Decision	A final Alpine Shire Community Infrastructure Needs Assessment is expected to be adopted by Council in Q1 2026/27.	Open - Overdue	Q1 2026/27
4	Strategic Service Delivery	4.5	Develop a new Workforce Plan.	Year 1	Q3	Human Resources	CEO Approval	Finalisation and approval of the Workforce Plan has been paused whilst two restructures were delivered to a conclusion, and the Enterprise Agreement negotiation was progressed. This was done to avoid the risk of upsetting the EA discussions, and to provide an opportunity to ensure that our workforce planning could be aligned to the new structure and outcome of the negotiations. With the restructures delivered, the Workforce Plan is sitting ready for broader distribution once a successful EA vote is reached.	Open - Overdue	Q2 2026/27
5	Improve Finance Systems	5.2	Implement new financial Chart of Accounts to provide more granular finance data, and greater financial control.	Year 1	Q4	Corporate	Executive Approval	Chart of Accounts Project was uploaded in late June and is being used for transactional data in year 2. This data will inform thorough service reviews in Year 2 and beyond.	Closed - Complete	
6	Strengthen Governance and Financial Control	6.1	Consider formally rebudgeting mid-way through 2025, in order to address learnings from the 2024/25 end of year financial audit, and to document material changes to the 2025/26 Budget which have potential to impact on the underlying deficit.	Year 1	Q2	Corporate	Council Decision	Closed in Q2.	Closed - Complete	
6	Strengthen Governance and Financial Control	6.2	When presenting all new and updated strategies for Council decision, articulate the implementation and total lifecycle cost(s) to enable informed decision making.	Year 1 - ongoing	Q4	Executive	Council Decision	Scope and implementation of action are being defined. Assessment will be iteratively developed as strategies are drafted.	Open - On track	

Financial Sustainability Action Plan Status Q4 2025-26

	Strategic Lever	Reference	Strategic Lever Actions	Year	Due	Responsibility	Governance	Q4 Position	Q4 Status	Revised Due Date
6	Strengthen Governance and Financial Control	6.3	Present recommendations to Council for Capital Works Projects (new and upgrade) that are informed by robust analysis of the implications on operational budgets.	Year 1 - Ongoing	Q4	Assets & Waste	Council Decision	Capital works program was recommended to Council as part of the 2026/27 budget process. Large focus on renewals and sustainability upgrades to reduce future maintenance requirements, consents checklist expanded to include Operational and IT stakeholders. An additional release gate will need to be included in our standard project management process for Capital Works to quantify ongoing operational maintenance requirements into 3 categories (High, Medium, Low) based on projected financial implications of the asset.	Open - On track	
6	Strengthen Governance and Financial Control	6.4	Implement unbudgeted spend approval processes and contract variation process. Implement registers to record approvals.	Year 1	Q3	Corporate	Operational	Unbudgeted spend approvals and contract variation processes, including updated documentation and registers implemented in Q3. Item closed.	Closed - Complete	
6	Strengthen Governance and Financial Control	6.5	Ensure all capital works contracts are appropriately captured and managed in the Contracts Register.	Year 1 and ongoing	Q1, Q2, Q3, Q4	Assets & Waste	Operational	Ongoing review of Capital Works, Waste and Asset contracts to ensure normal contract process is followed by obtaining contract number, completing required details, etc.	Open - On track	
6	Strengthen Governance and Financial Control	6.6	Reconcile differences in accumulated depreciation data migrated between Authority and Univerus through investigation and correction to ensure the asset management system and general ledger reconcile.	Year 1	Q4	Corporate	Operational	In progress; planned to be finalised during year end.	Open - Overdue	Q2 2026/27
6	Strengthen Governance and Financial Control	6.7	Provide quarterly financial monitoring, briefing on performance no later than one month following the quarterly cut-off (Q1, Q2, Q3 & Q4).	Year 1 and ongoing	Q1, Q2, Q3, Q4	Corporate	Operational	Q4 will be delivered later than the month following the quarterly cut-off due to additional requirements for end of year.	Open - On track	
7	Stakeholder Engagement, Advocacy & Partnerships	7.1	Deliver Council's Advocacy Strategy priority to fund important community services and projects.	Year 1 – Ongoing	Q3	Customer Experience	Council Decision	Advocacy priorities for the 2026 State Government election were adopted by Council at the May 2026 OCM. Engagement with key government stakeholders in relation to these priorities is ongoing.	Open - On track	
7	Stakeholder Engagement, Advocacy & Partnerships	7.2	Seek funding for a greater State Government contribution towards the upgrade, renewal and maintenance of community assets and programs.	Year 1 - Ongoing	Q4	All	Operational	In progress; See item 7.1 above.	Open - On track	
7	Stakeholder Engagement, Advocacy & Partnerships	7.3	Invite suggestions from key stakeholders for improving Council's financial position. Categorise and then rank these suggestions.	Year 1 - Ongoing	Q4	Customer Experience	Operational	In planning, not yet commenced.	Open - On track	



INSTRUMENT OF DELEGATION

Council to Chief Executive Officer

September 2026

S5 – Instrument of Delegation to Chief Executive Officer

Instrument of Delegation

In exercise of the power conferred by s 11(1) of the *Local Government Act 2020* (the Act) and all other powers enabling it, the Alpine Shire Council (Council) delegates to the member of Council staff holding, acting in or performing the position of Chief Executive Officer, the powers, duties and functions set out in the Schedule to this Instrument of Delegation,

AND declares that

1. this Instrument of Delegation is authorised by a Resolution of Council passed on **29 September 2026**;
2. the delegation
 - 2.1 comes into force immediately the common seal of Council is affixed to this Instrument of Delegation;
 - 2.2 is subject to any conditions and limitations set out in the Schedule;
 - 2.3 must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and
 - 2.4 remains in force until Council resolves to vary or revoke it.

THE COMMON SEAL OF THE
ALPINE SHIRE COUNCIL was
hereunto affixed this 29th day of
September 2026 in the presence
of:

.....
COUNCILLOR NAME

.....
SIGNATURE

.....
COUNCILLOR NAME

.....
SIGNATURE

.....
CHIEF EXECUTIVE OFFICER NAME

.....
SIGNATURE

Schedule

The power to

1. determine any issue;
2. take any action; or
3. do any act or thing

arising out of or connected with any duty imposed, or function or power conferred on Council by or under any Act.

Conditions and Limitations

The delegate must not determine the issue, take the action or do the act or thing

1. if the issue, action, act or thing is an issue, action, act or thing which involves
 - 1.1. entering into a contract that exceeds the value of \$200,000 (excluding GST);
 - 1.2. making any expenditure that exceeds \$200,000 (excluding GST) unless it is:
 - 1.2.1. expenditure made under a contract already entered into; or
 - 1.2.2. for insurance premiums, in which case it must not exceed \$500,000 (excluding GST); or
 - 1.2.3. expenditure which Council is, by or under legislation, required to make including:
 - WorkCover premiums, in which case it must not exceed \$500,000 (excluding GST);
 - transferring the Emergency Services and Volunteers Funding Levy to the State Revenue Office; in which case it must not exceed \$2,000,000 (excluding GST); or
 - for any other amounts required under legislation, in which case it must not exceed \$500,000 (excluding GST); or
 - 1.3. appointing an Acting Chief Executive Officer for a period exceeding 28 days;
 - 1.4. electing a Mayor or Deputy Mayor;
 - 1.5. granting a reasonable request for leave under s35 of the Act;
 - 1.6. making any decision in relation to the employment, dismissal or removal of the Chief Executive Officer;
 - 1.7. approving or amending the Council Plan;
 - 1.8. adopting or amending any policy that Council is required to adopt under the Act;
 - 1.9. adopting or amending the Governance Rules;
 - 1.10. appointing the chair or the members to a delegated committee;
 - 1.11. making, amending or revoking a local law;

- 1.12. approving the Budget or Revised Budget;
- 1.13. approving the borrowing of money;
- 1.14. subject to section 181H(1)(b) of the *Local Government Act 1989*, declaring general rates, municipal charges, service rates and charges and specified rates and charges; or
- 2. if the issue, action, act or thing is an issue, action, act or thing which is required by law to be done by Council resolution;
- 3. if the issue, action, act or thing is an issue, action or thing which Council has previously designated as an issue, action, act or thing which must be the subject of a Resolution of Council;
- 4. if the determining of the issue, taking of the action or doing of the act or thing would or would be likely to involve a decision which is inconsistent with a
 - 4.1. policy; or
 - 4.2. strategyadopted by Council;
- 5. if the determining of the issue, the taking of the action or the doing of the act or thing cannot be the subject of a lawful delegation, whether on account of s 11(2)(a)-(n) (inclusive) of the Act or otherwise; or
- 6. the determining of the issue, the taking of the action or the doing of the act or thing is already the subject of an exclusive delegation to another member of Council staff.



INSTRUMENT OF DELEGATION

Council to Members of Council Staff

September 2026

S6 – Instrument of Delegation to Members of Council Staff

Instrument of Delegation

In exercise of the powers conferred by the legislation referred to in the attached Schedule, the Council:

- delegates each duty and/or function and/or power described in column 1 of the Schedule (and summarised in column 2 of the Schedule) to the member of Council staff holding, acting in or performing the duties of the office or position described opposite each such duty and/or function and/or power in column 3 of the Schedule;
- record that references in the Schedule are as follows:

DELEGATE	TITLE
ACC	Accountant
AMC	Asset Management Coordinator
AOBEH	Administration Officer (Building and Environmental Health)
AOP	Administration Officer (Planning)
AOSLL	Administration Officer (Subdivision and Local Laws)
BC	Building Coordinator
BI	Building Inspector
BSL	Building Surveyor Limited
BSM	Municipal Building Surveyor
BSU	Building Surveyor Unlimited
CEO	Chief Executive Officer
CPC	Compliance Coordinator
CWC	Works Coordinator
CWTL	Team Leader Capital Works
DA	Director Assets
DCC	Director Corporate and Community
EACEO	Executive Assistant (CEO)
ECO	Engineering Coordinator
EDC	Civil Development Engineer
EDS	Subdivision Development Engineer
EHC	Environmental Health Coordinator
EHO	Environmental Health Officer
EMC	Emergency Management Coordinator
EOP	Operations Engineer
FAO	Facilities Officer
FO	Finance Officer
FOS	Senior Finance Officer
GISAO	GIS and Assets Officer
GO	Governance Officer
GSO	Governance Support Officer
LLO	Local Laws Officer
LLO2	Local Laws Officer
MAW	Manager Assets and Waste

DELEGATE	TITLE
MCO	Manager Corporate
MCD	Manager Community Development
MCE	Manager Customer Experience
MGF	Manager Growth and Future
MOP	Manager Operations
MPG	Manager People and Governance
MRS	Manager Regulatory Services
PA	Statutory Planning Assistant
PC	Statutory Planning Coordinator
PMD	Project Manager (Delivery)
PO	Statutory Planning Officer
POD	Project Officer (Delivery)
POS	Senior Statutory Planning Officer
PRCC	Property and Contracts Coordinator
PRO	Prosecutor
PRO2	Prosecutor
RC	Rates Coordinator
SP	Strategic Planner
SPC	Strategic Planning Coordinator
SPG	Graduate Strategic Planner
SPS	Senior Strategic Planner
STLR	Senior Team Leader Roads
STLMTO	Senior Team Leader Multipurpose & Technical Officer
TIO	Technical Inspector (Operations)

3. declares that:

3.1 this Instrument of Delegation is authorised by a resolution of Council passed on **29 September 2026** and

3.2 the delegation:

- 3.2.1 comes into force immediately when the common seal of Council is affixed to this Instrument of Delegation;
- 3.2.2 remains in force until varied or revoked;
- 3.2.3 is subject to any conditions and limitations set out in sub-paragraph 3.3, and the Schedule; and
- 3.2.4 must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and

- 3.3 the delegate must not determine the issue, take the action or do the act or thing:
- 3.3.1 if the issue, action, act or thing is an issue, action or thing which Council has previously designated as an issue, action, act or thing which must be the subject of a Resolution of Council;
 - 3.3.2 if the determining of the issue, taking of the action or doing of the act or thing would or would be likely to involve a decision which is inconsistent with a
 - (a) policy; or
 - (b) strategy
 adopted by Council; or
 - 3.3.3 if the determining of the issue, the taking of the action or the doing of the act or thing cannot be the subject of a lawful delegation; or
 - 3.3.4 if the determining of the issue, the taking of the action or the doing of the act or thing is already the subject of an exclusive delegation to another member of Council staff or delegated committee.

THE COMMON SEAL OF THE
ALPINE SHIRE COUNCIL was
hereunto affixed this 29th day of
September 2026 in the presence of:

.....
COUNCILLOR NAME

.....
SIGNATURE

.....
COUNCILLOR NAME

.....
SIGNATURE

.....
CHIEF EXECUTIVE OFFICER NAME

.....
SIGNATURE

SCHEDULE

	Page
<i>CEMETERIES AND CREMATORIA ACT 2003</i>	2
<i>CEMETERIES AND CREMATORIA REGULATIONS 2025</i>	13
<i>DOMESTIC ANIMALS ACT 1994</i>	16
<i>FOOD ACT 1984</i>	17
<i>HERITAGE ACT 2017</i>	24
<i>LOCAL GOVERNMENT ACT 1989</i>	25
<i>PLANNING AND ENVIRONMENT ACT 1987</i>	26
<i>PLANNING AND ENVIRONMENT REGULATIONS 2026</i>	65
<i>PLANNING AND ENVIRONMENT (FEES) REGULATIONS 2016</i>	67
<i>RESIDENTIAL TENANCIES ACT 1997</i>	68
<i>RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION</i>	69
<i>ROAD MANAGEMENT ACT 2004</i>	72
<i>ROAD MANAGEMENT (GENERAL) REGULATIONS 2021</i>	77
<i>ROAD MANAGEMENT (WORKS AND INFRASTRUCTURE) REGULATIONS 2026</i>	78

<u>CEMETERIES AND CREMATORIA ACT 2003</u>			Return to Table of Contents
The provisions of this Act apply to Councils appointed as a cemetery trust under section 5 of this Act, and also apply to Councils appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)			
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 8(1)(a)(ii)	Power to manage one or more public cemeteries	DA, MGF, PRCC	<i>Note: Alpine Shire Council is defined as a Class B cemetery trust - only those clauses that apply to this class is delegated in this document.</i>
s 12(1)	Function to properly and efficiently manage and maintain each public cemetery for which responsible and carry out any other function conferred under this Act	DA, MGF, PRCC	Where Council is a Class B cemetery trust
s 12(2)	Duty to have regard to the matters set out in paragraphs (a) – (c) in exercising its functions	DA, MGF, PRCC	Where Council is a Class B cemetery trust
s 12A(1)	Function to do the activities set out in paragraphs (a) – (n)	not delegated	Where Council is a Class A cemetery trust
s 12A(2)	Duty to have regard to matters set out in paragraphs (a) – (e) in exercising its functions	not delegated	Where Council is a Class A cemetery trust
s 13	Duty to do anything necessary or convenient to enable it to carry out its functions	DA, MGF, PRCC	
s 14	Power to manage multiple public cemeteries as if they are one cemetery	not delegated	
s 15(4)	Duty to keep records of delegations	DA, MGF, PRCC	
s 17(1)	Power to employ any persons necessary	CEO	
s 17(2)	Power to engage any professional, technical or other assistance considered necessary	CEO, DA, MGF, PRCC	
s 17(3)	Power to determine the terms and conditions of employment or engagement	CEO	Subject to any guidelines or directions of the Secretary
s 18(3)	Duty to comply with a direction from the Secretary	DA, MGF, PRCC	
s 18B(1) & (2)	Duty to establish governance committees within 12 months of becoming a Class A cemetery trust and power to establish other governance committees from time to time	not delegated	Where Council is a Class A cemetery trust

<u>CEMETERIES AND CREMATORIA ACT 2003</u>			Return to Table of Contents
The provisions of this Act apply to Councils appointed as a cemetery trust under section 5 of this Act, and also apply to Councils appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)			
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 18C	Power to determine the membership of the governance committee	not delegated	Where Council is a Class A cemetery trust
s 18D	Power to determine procedure of governance committee	not delegated	Where Council is a Class A cemetery trust
s 18D(1)(a)	Duty to appoint community advisory committee for the purpose of liaising with communities	not delegated	Where Council is a Class A cemetery trust
s 18D(1)(b)	Power to appoint any additional community advisory committees	not delegated	Where Council is a Class A cemetery trust
s 18D(2)	Duty to establish a community advisory committee under s 18D(1)(a) within 12 months of becoming a Class A cemetery trust.	not delegated	Where Council is a Class A cemetery trust
s 18D(3)	Duty to include a report on the activities of the community advisory committees in its report of operations under Part 7 of the <i>Financial Management Act 1994</i>	not delegated	Where Council is a Class A cemetery trust
s 18F(2)	Duty to give preference to a person who is not a funeral director of a stonemason (or a similar position) when appointing a person to a community advisory committee	not delegated	Where Council is a Class A cemetery trust
s 18H(1)	Duty to hold an annual meeting before 30 December in each calendar year	not delegated	Where Council is a Class A cemetery trust
s 18I	Duty to publish a public notice of annual meeting in a newspaper, a reasonable time before the date of the annual meeting	not delegated	Where Council is a Class A cemetery trust
s 18J	Duty to provide leadership, assistance and advice in relation to operational and governance matters relating to cemeteries (including the matters set out in s 18J(2))	not delegated	Where Council is a Class A cemetery trust
s 18L(1)	Duty to employ a person as the chief executive officer (by whatever title called) of the Class A cemetery trust	not delegated	Where Council is a Class A cemetery trust
s 18N(1)	Duty to prepare an annual plan for each financial year that specifies the items set out in paragraphs (a)-(d)	not delegated	Where Council is a Class A cemetery trust
s 18N(3)	Duty to give a copy of the proposed annual plan to the Secretary on or before 30 September each year for the Secretary's approval	not delegated	Where Council is a Class A cemetery trust
s 18N(5)	Duty to make amendments as required by the Secretary and deliver the completed plan to the Secretary within 3 months	not delegated	Where Council is a Class A cemetery trust

<u>CEMETERIES AND CREMATORIA ACT 2003</u>			Return to Table of Contents
The provisions of this Act apply to Councils appointed as a cemetery trust under section 5 of this Act, and also apply to Councils appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)			
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 18N(7)	Duty to ensure that an approved annual plan is available to members of the public on request	not delegated	Where Council is a Class A cemetery trust
s 18O(1)	Duty to prepare a strategic plan and submit the plan to the Secretary for approval	not delegated	Where Council is a Class A cemetery trust
s 18O(4)	Duty to advise the Secretary if the trust wishes to exercise its functions in a manner inconsistent with its approved strategic plan	not delegated	Where Council is a Class A cemetery trust
s 18O(5)	Duty to ensure that an approved strategic plan is available to members of the public on request	not delegated	Where Council is a Class A cemetery trust
s 18Q(1)	Duty to pay an annual levy on gross earnings as reported in the annual financial statements for the previous financial year	not delegated	Where Council is a Class A cemetery trust
s 19	Power to carry out or permit the carrying out of works	CEO, DA, MGF, PRCC	
s 20(1)	Duty to set aside areas for the interment of human remains	DA, MGF, PRCC	
s 20(2)	Power to set aside areas for the purposes of managing a public cemetery	CEO, DA, MGF, PRCC	
s 20(3)	Power to set aside areas for those things in paragraphs (a) – (e)	CEO, DA, MGF, PRCC	
s 24(2)	Power to apply to the Secretary for approval to alter the existing distribution of land	CEO	
s 36	Power to grant licences to enter and use part of the land or building in a public cemetery in accordance with s 36	not delegated	Subject to the approval of the Minister
s 37	Power to grant leases over land in a public cemetery in accordance with s 37	not delegated	Subject to the Minister approving the purpose
s 40	Duty to notify Secretary of fees and charges fixed under s 39	DA, MGF, PRCC	
s 47	Power to pay a contribution toward the cost of the construction and maintenance of any private street adjoining or abutting a cemetery	not delegated	Provided the street was constructed pursuant to the <i>Local Government Act 2020</i>

<u>CEMETERIES AND CREMATORIA ACT 2003</u>			Return to Table of Contents
The provisions of this Act apply to Councils appointed as a cemetery trust under section 5 of this Act, and also apply to Councils appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)			
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 52	Duty to submit a report to the Secretary in relation to any public cemetery for which the cemetery trust is responsible for each financial year in respect of which it manages that cemetery	DA, MGF, PRCC	
s 57(1)	Duty to submit a report to the Secretary every financial year in respect of powers and functions under the Act	DA, MGF, PRCC	Report must contain the particulars listed in s 57(2)
s 59	Duty to keep records for each public cemetery	DA, MGF, PRCC	
s 60(1)	Duty to make information in records available to the public for historical or research purposes	DA, MGF, PRCC	
s 60(2)	Power to charge fees for providing information	CEO, DA, MGF, PRCC	
s 64(4)	Duty to comply with a direction from the Secretary under s 64(3)	DA, MGF, PRCC	
s 64B(d)	Power to permit interments at a reopened cemetery	CEO, DA, MGF, PRCC	
s 66(1)	Power to apply to the Minister for approval to convert the cemetery, or part of it, to a historic cemetery park	not delegated	The application must include the requirements listed in s 66(2)(a)–(d)
s 69	Duty to take reasonable steps to notify of conversion to historic cemetery park	DA, MGF, PRCC	
s 70(1)	Duty to prepare plan of existing places of interment and make a record of any inscriptions on memorials which are to be removed	DA, MGF, PRCC	
s 70(2)	Duty to make plans of existing place of interment available to the public	DA, MGF, PRCC	
s 71(1)	Power to remove any memorials or other structures in an area to which an approval to convert applies	CEO, DA, MGF, PRCC	
s 71(2)	Power to dispose of any memorial or other structure removed	CEO, DA, MGF, PRCC	
s 72(2)	Duty to comply with request received under s 72	DA, MGF, PRCC	

<u>CEMETERIES AND CREMATORIA ACT 2003</u>			Return to Table of Contents
The provisions of this Act apply to Councils appointed as a cemetery trust under section 5 of this Act, and also apply to Councils appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)			
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 73(1)	Power to grant a right of interment	CEO, DA, MGF, PRCC	
s 73(2)	Power to impose conditions on the right of interment	CEO, DA, MGF, PRCC	
s 74(3)	Duty to offer a perpetual right of interment	DA, MGF, PRCC	
s 75	Power to grant the rights of interment set out in s 75(a) and (b)	CEO, DA, MGF, PRCC	
s 76(3)	Duty to allocate a piece of interment if an unallocated right is granted	DA, MGF, PRCC	
s 77(4)	Power to authorise and impose terms and conditions on the removal of cremated human remains or body parts from the place of interment on application	CEO, DA, MGF, PRCC	
s 80(1)	Function of receiving notification and payment of transfer of right of interment	DA, MGF, PRCC	
s 80(2)	Function of recording transfer of right of interment	DA, MGF, PRCC	
s 82(2)	Duty to pay refund on the surrender of an unexercised right of interment	DA, MGF, PRCC	
s 83(2)	Duty to pay refund on the surrender of an unexercised right of interment	DA, MGF, PRCC	
s 83(3)	Power to remove any memorial and grant another right of interment for a surrendered right of interment	CEO, DA, MGF, PRCC	
s 84(1)	Function of receiving notice of surrendering an entitlement to a right of interment	DA, MGF, PRCC	
s 84F(2)(d)	Function of receiving notice of decision to vary or force the surrender of a right of interment under s 84C(2), (3) or (5)	DA, MGF, PRCC	
s 84H(4)	Power to exercise the rights of a holder of a right of interment	CEO, DA, MGF, PRCC	
s 84I(4)	Power to exercise the rights of a holder of a right of interment	CEO, DA, MGF, PRCC	

<u>CEMETERIES AND CREMATORIA ACT 2003</u>			Return to Table of Contents
The provisions of this Act apply to Councils appointed as a cemetery trust under section 5 of this Act, and also apply to Councils appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)			
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 84l(5)	Duty to pay refund to the previous holder or holders of the right of interment	DA, MGF, PRCC	
84l(6)(a)	Power to remove any memorial on the place of interment	CEO, DA, MGF, PRCC	
s 84l(6)(b)	Power to grant right of interment under s 73	CEO, DA, MGF, PRCC	
s 85(1)	Duty to notify holder of 25 year right of interment of expiration at least 12 months before expiry	DA, MGF, PRCC	The notice must be in writing and contain the requirements listed in s 85(2)
s 85(2)(b)	Duty to notify holder of 25 year right of interment of expiration of right at least 12 months before expiry	DA, MGF, PRCC	Does not apply where right of interment relates to remains of a deceased veteran.
85(2)(c)	Power to leave interred cremated remains undistributed in perpetuity and convert right of interment to perpetual right of internment or; remove interred remains and re-inter at another location within cemetery grounds and remove any memorial at that place and re-establish at new or equivalent location	CEO, DA, MGF, PRCC	May only be exercised where right of interment relates to cremated human remains of a deceased identified veteran, if right of interment is not extended or converted to a perpetual right of interment
s 86	Power to remove and dispose of cremated human remains and remove any memorial if no action taken by right holder within time specified	CEO, DA, MGF, PRCC	
s 86(2)	Power to leave interred cremated human remains undisturbed or convert the right of internment to a perpetual right of interment	CEO, DA, MGF, PRCC	
s 86(3)(a)	Power to leave interred cremated human remains undisturbed in perpetuity and convert the right of interment to a perpetual right of interment	CEO, DA, MGF, PRCC	
s 86(3)(b)	Power to remove interred cremated human remains and take further action in accordance with s 86(3)(b)	CEO, DA, MGF, PRCC	
s 86(4)	Power to take action under s 86(4) relating to removing and re-interring cremated human remains	CEO, DA, MGF, PRCC	
s 86(5)	Duty to provide notification before taking action under s 86(4)	DA, MGF, PRCC	
s 86A	Duty to maintain place of interment and any memorial at place of interment, if action taken under s 86(3)	DA, MGF, PRCC	

<u>CEMETERIES AND CREMATORIA ACT 2003</u>			Return to Table of Contents
The provisions of this Act apply to Councils appointed as a cemetery trust under section 5 of this Act, and also apply to Councils appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)			
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 87(3)	Duty, if requested, to extend the right for a further 25 years or convert the right to a perpetual right of interment	DA, MGF, PRCC	
s 88	Function to receive applications to carry out a lift and re-position procedure at a place of interment	DA, MGF, PRCC	
s 91(1)	Power to cancel a right of interment in accordance with s 91	CEO, DA, MGF, PRCC	
s 91(3)	Duty to publish notice of intention to cancel right of interment	DA, MGF, PRCC	
s 92	Power to pay refund or grant a right of interment in respect of another place of interment to the previous holder of the cancelled right of interment	CEO, DA, MGF, PRCC	
s 98(1)	Function of receiving application to establish or alter a memorial or a place of interment	DA, MGF, PRCC	
s 99	Power to approve or refuse an application made under s 98, or to cancel an approval	CEO, DA, MGF, PRCC	
s 99(4)	Duty to make a decision on an application under s 98 within 45 days after receipt of the application or within 45 days of receiving further information where requested	DA, MGF, PRCC	
s 100(1)	Power to require a person to remove memorials or places of interment	CEO, DA, MGF, PRCC	
s 100(2)	Power to remove and dispose a memorial or place of interment or remedy a person's failure to comply with s 100(1)	CEO, DA, MGF, PRCC	
s 100(3)	Power to recover costs of taking action under s 100(2)	CEO, DA, MGF, PRCC	
s 101	Function of receiving applications to establish or alter a building for ceremonies in the cemetery	DA, MGF, PRCC	
s 102(1)	Power to approve or refuse an application under s 101, if satisfied of the matters in (b) and (c)	CEO, DA, MGF, PRCC	
s 102(2) & (3)	Power to set terms and conditions in respect of, or to cancel, an approval granted under s 102(1)	CEO, DA, MGF, PRCC	

<u>CEMETERIES AND CREMATORIA ACT 2003</u>			Return to Table of Contents
The provisions of this Act apply to Councils appointed as a cemetery trust under section 5 of this Act, and also apply to Councils appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)			
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 103(1)	Power to require a person to remove a building for ceremonies	CEO, DA, MGF, PRCC	
s 103(2)	Power to remove and dispose of a building for ceremonies or remedy the failure to comply with s 103(1)	CEO, DA, MGF, PRCC	
s 103(3)	Power to recover costs of taking action under s 103(2)	CEO, DA, MGF, PRCC	
s 106(1)	Power to require the holder of the right of interment of the requirement to make the memorial or place of interment safe and proper or carry out specified repairs	CEO, DA, MGF, PRCC	
s 106(2)	Power to require the holder of the right of interment to provide for an examination	CEO, DA, MGF, PRCC	
s 106(3)	Power to open and examine the place of interment if s 106(2) not complied with	CEO, DA, MGF, PRCC	
s 106(4)	Power to repair or – with the approval of the Secretary - take down, remove and dispose any memorial or place of interment if notice under s 106(1) is not complied with	CEO, DA, MGF, PRCC	
s 107(1)	Power to require person responsible to make the building for ceremonies safe and proper or carry out specified repairs	CEO, DA, MGF, PRCC	
s 107(2)	Power to repair or take down, remove and dispose any building for ceremonies if notice under s 107(1) is not complied with	CEO, DA, MGF, PRCC	
s 108	Power to recover costs and expenses	CEO, DA, MGF, PRCC	
s 109(1)(a)	Power to open, examine and repair a place of interment	CEO, DA, MGF, PRCC	Where the holder of right of interment or responsible person cannot be found
s 109(1)(b)	Power to repair a memorial or, with the Secretary's consent, take down, remove and dispose of a memorial	CEO, DA, MGF, PRCC	Where the holder of right of interment or responsible person cannot be found
s 109(2)	Power to repair the building for ceremonies or, with the consent of the Secretary, take down, remove and dispose of a building for ceremonies	CEO, DA, MGF, PRCC	Where the holder of right of interment or responsible person cannot be found
s 110(1)	Power to maintain, repair or restore a memorial or place of interment from other funds if unable to find right of interment holder with consent of the Secretary	CEO, DA, MGF, PRCC	

<u>CEMETERIES AND CREMATORIA ACT 2003</u>			Return to Table of Contents
The provisions of this Act apply to Councils appointed as a cemetery trust under section 5 of this Act, and also apply to Councils appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)			
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 110(1A)	Power to maintain, repair or restore the place of interment if unable to find any of the other holders after diligent	CEO, DA, MGF, PRCC	
s 110(2)	Power to maintain, repair or restore any building for ceremonies from other funds if unable to find responsible person and with consent of the Secretary	CEO, DA, MGF, PRCC	
s 110A	Power to use cemetery trust funds or other funds for the purposes of establishing, maintaining, repairing or restoring any memorial or place of interment of any deceased identified veteran	CEO, DA, MGF, PRCC	
s 111	Power to enter into agreement with a holder of the right of interment to maintain a memorial or place of interment	CEO, DA, MGF, PRCC	
s 112	Power to sell and supply memorials	CEO, DA, MGF, PRCC	
s 116(4)	Duty to notify the Secretary of an interment authorisation granted	DA, MGF, PRCC	
s 116(5)	Power to require an applicant to produce evidence of the right of interment holder's consent to application	CEO, DA, MGF, PRCC	
s 118	Power to grant an interment authorisation if satisfied that the requirements of Division 2 of Part 8 have been met	CEO, DA, MGF, PRCC	
s 119	Power to set terms and conditions for interment authorisations	CEO, DA, MGF, PRCC	
s 131	Function of receiving an application for cremation authorisation	DA, MGF, PRCC	
s 133(1)	Duty not to grant a cremation authorisation unless satisfied that requirements of s 133 have been complied with	DA, MGF, PRCC	Subject to s 133(2)
s 145	Duty to comply with an order made by the Magistrates' Court or a coroner	DA, MGF, PRCC	
s 146	Power to dispose of bodily remains by a method other than interment or cremation	CEO, DA, MGF, PRCC	Subject to the approval of the Secretary
s 147	Power to apply to the Secretary for approval to dispose of bodily remains by a method other than interment or cremation	CEO, DA, MGF, PRCC	
s 149	Duty to cease using method of disposal if approval revoked by the Secretary	DA, MGF, PRCC	

<u>CEMETERIES AND CREMATORIA ACT 2003</u>			Return to Table of Contents
The provisions of this Act apply to Councils appointed as a cemetery trust under section 5 of this Act, and also apply to Councils appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)			
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 150 & 152(1)	Power to authorise the interment or cremation of body parts if the requirements of Division 1 of Part 11 are met	CEO, DA, MGF, PRCC	
s 151	Function of receiving applications to inter or cremate body parts	DA, MGF, PRCC	
s 152(2)	Power to impose terms and conditions on authorisation granted under s 150	CEO, DA, MGF, PRCC	
SCHEDULE 1 cl 8(3)	Power to permit members to participate in a particular meeting by telephone, closed-circuit television or any other means of communication	CEO, DA, MGF, PRCC	
SCHEDULE 1 cl 8(8)	Power to regulate own proceedings	CEO, DA, MGF, PRCC	Subject to cl 8
SCHEDULE 1A cl 8(3)	Power to permit members to participate in a particular meeting by telephone, closed-circuit television or any other means of communication	not delegated	Where Council is a Class A cemetery trust
SCHEDULE 1A cl 8(8)	Power to regulate own proceedings	not delegated	Where Council is a Class A cemetery trust. Subject to cl 8.

CEMETERIES AND CREMATORIA REGULATIONS 2025			Return to Table of Contents
These provisions apply to Councils appointed as a cemetery trust under section 5 of the <i>Cemeteries and Crematoria Act</i> 2003, and also apply to Councils appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)			
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r 36	Duty to ensure that cemetery complies with depth of burial requirements	DCC, MGF, PRCC	
r 37	Duty to ensure that the cemetery complies with the requirements for interment in concrete-lined graves	DCC, MGF, PRCC	
r 38	Duty to ensure a mausoleum is constructed in accordance with paragraphs (a)-(d)	DCC, MGF, PRCC	
r 39(1)	Duty to ensure that remains are interred in a coffin, casket, container or receptacle in accordance with paragraphs (a)-(c)	DCC, MGF, PRCC	
r 39(2)	Duty to ensure that coffin, casket, container or receptacle is labelled	DCC, MGF, PRCC	
r 39(3)	Duty to ensure that remains are interred in accordance with paragraphs (a)-(b)	DCC, MGF, PRCC	
r 40	Duty to ensure that a crypt space in a mausoleum is sealed in accordance with paragraphs (a)-(b)	DCC, MGF, PRCC	
r 43(2)	Power to inspect any coffin, casket, container or other receptacle if satisfied of the matters in paragraphs (a) and (b)	not delegated	Relates to crematoriums only
r 44(2)	Power to remove any fittings on any coffin, casket, container or other receptacle if the fittings may impede the cremation process or damage the cremator	not delegated	Relates to crematoriums only
r 44(3)	Duty to ensure any fittings removed of are disposed in an appropriate manner	not delegated	Relates to crematoriums only
r 45(1)	Power to dispose of any metal substance or non-human substance recovered from a cremator	not delegated	Relates to crematoriums only
r 46(2)	Power to release cremated human remains to certain persons	not delegated	Subject to any order of a court Relates to crematoriums only
r 47(1)	Duty to make cremated human remains available for collection within 2 working days after the cremation	not delegated	Relates to crematoriums only

CEMETERIES AND CREMATORIA REGULATIONS 2025			Return to Table of Contents
These provisions apply to Councils appointed as a cemetery trust under section 5 of the <i>Cemeteries and Crematoria Act</i> 2003, and also apply to Councils appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)			
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r 47(2)	Duty to hold cremated human remains for at least 12 months from the date of cremation	not delegated	Relates to crematoriums only
r 47(3)	Power to dispose of cremated human remains if no person gives a direction within 12 months of the date of cremation	not delegated	Relates to crematoriums only
r 47(4)	Duty to take reasonable steps notify relevant people of intention to dispose of remains at expiry of 12 month period	not delegated	Relates to crematoriums only
r 48	Power to approve certain activities under r 57 or 58(2) if satisfied of regulation (1)(a)-(c)	CEO, DA, MGF, PRCC	
r 50	Duty to provide statement that alternative vendors or supplier of memorials exist	DCC, MGF, PRCC	
r 51	Power to inspect any work that is being carried out on memorials, places or interments and buildings for ceremonies	CEO, DA, MGF, PRCC	
r 52	Power to approve the arrangement or conduct of a funeral	CEO, DA, MGF, PRCC	
r 53(1)	Power to give written direction regarding the manner in which a funeral is to be conducted	CEO, DA, MGF, PRCC	
r 56(1)	Power to give directions regarding the objects, things or items affixed to, or placed on or around, the places of interment and memorials	CEO, DA, MGF, PRCC	
r 56(3)	Power to remove objects, things or items specified in (a)-(d) from place of interment or memorial	CEO, DA, MGF, PRCC	
r 56(4)	Duty to dispose items under r 56(3) in a manner considered appropriate	DCC, MGF, PRCC	
r 57(1)	Power to approve the use of fire in a public cemetery	CEO, DA, MGF, PRCC	
r 58(2)	Power to approve a person to drive, ride or use a vehicle on any surface other than a road, track or parking area	CEO, DA, MGF, PRCC	
r 59	Duty to display the hours during which the public can access the cemetery	DCC, MGF, PRCC	
Note: SCHEDULE 2 contains Model Rules – only applicable if the cemetery trust has not made its own cemetery trust rules			

<u>CEMETERIES AND CREMATORIA REGULATIONS 2025</u>			Return to Table of Contents
These provisions apply to Councils appointed as a cemetery trust under section 5 of the <i>Cemeteries and Crematoria Act</i> 2003, and also apply to Councils appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)			
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
sch 2 cl 4	Power to approve the carrying out of an activity referred to in rules 5, 7, 8, 9, 10, 11, 12, 13, 15, 16, 17 and 18 of sch 2	CEO, DA, MGF, PRCC	See note above regarding model rules

DOMESTIC ANIMALS ACT 1994			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS AND LIMITATIONS
s 41A(1)	Power to declare a dog to be a menacing dog	DCC, MRS, LLO, LLO2, CPC	Council may delegate this power to a Council authorised officer

FOOD ACT 1984			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 19(2)(a)	Power to direct by written order that the particular food premises be put into a clean and sanitary condition	DCC, MRS, EHC, EHO	If s 19(1) applies Only in relation to temporary food premises or mobile food premises
s 19(2)(b)	Power to direct by written order that specified steps be taken to ensure that food prepared, sold or handled is safe and suitable	DCC, MRS, EHC, EHO	If s 19(1) applies Only in relation to temporary food premises or mobile food premises
s 19(2)(c)	Power to direct by written order that any applicable requirement of the Food Safety Standards referred to in s 19(1)(d) is complied with	DCC, MRS, EHC, EHO	If s 19(1) applies Only in relation to temporary food premises or mobile food premises
s 19(3)	Power to direct by written order that the food premises not be kept or used for the sale, or handling for sale, of any food, or for the preparation of any food, or for any other specified purpose, or for the use of any specified equipment or a specified process	DCC, MRS, EHC, EHO	If s 19(1) applies. Only in relation to temporary food premises or mobile food premises
s 19(4)(a)	Power to direct that an order made under s 19(3)(a) or (b), (i) be affixed to a conspicuous part of the premises, (ia) displayed at any point of sale, (ib) be published on the food business's internet site and and (ii) inform the public by notice in a published newspaper, on the internet site, or otherwise	DCC, MRS, EHC, EHO	If s 19(1) applies. Only in relation to temporary food premises or mobile food premises
s 19(6)(a)	Duty to revoke any order under s 19 if satisfied that an order has been complied with	DCC, MRS, EHC, EHO	If s 19(1) applies. Only in relation to temporary food premises or mobile food premises
s 19(6)(b)	Duty to give written notice of revocation under s 19(6)(a) if satisfied that an order has been complied with	DCC, MRS, EHC, EHO	If s 19(1) applies. Only in relation to temporary food premises or mobile food premises
s 19CB(4)(b)	Power to request copy of records	DCC, MRS, EHC, EHO	Where Council is the registration authority
s 19E(1)(d)	Power to request a copy of the food safety program	DCC, MRS, EHC, EHO	Where Council is the registration authority

FOOD ACT 1984			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 19EA(3)	Function of receiving copy of revised food safety program	DCC, MRS, EHC, EHO	Where Council is the registration authority
s 19FA(1)	Power to direct a proprietor of a food premises to revise the food safety program for the premises or comply with any requirements specified in the food safety program	DCC, MRS, EHC, EHO	Where Council is the registration authority Subject to s 19FA(2), which requires a time limit for compliance to be specified
s 19FA(3)(a)	Power to refuse to approve an application for registration or renewal of the premises, where a proprietor of a food premises fails to comply with a direction given under s 19FA(1)	DCC, MRS, EHC, EHO	Where Council is the registration authority Refusal to grant or renew the registration of a food premises <u>must</u> be ratified by Council or the CEO (see s 58A(2))
s 19FA(3)(b)	Power to revoke a registration granted in respect of premises, where a proprietor of a food premises fails to comply with a direction given under s 19FA(1)	DCC, MRS, EHC, EHO	Where Council is the registration authority
s 19FA(3)(c)	Power to suspend the registration of food premises, where a proprietor of a food premises fails to comply with a direction given under s 19FA(1)	DCC, MRS, EHC, EHO	Where Council is the registration authority
s 19GB	Power to request proprietor to provide written details of the name, qualification or experience of the current food safety supervisor	DCC, MRS, EHC, EHO	Where Council is the registration authority
s19IA(1)	Power to form opinion that the food safety requirements or program are non-compliant.	DCC, MRS, EHC, EHO	Where Council is the registration authority
s 19IA(2)	Duty to give written notice to the proprietor of the premises	DCC, MRS, EHC, EHO	Where Council is the registration authority Note: Not required if Council has taken other appropriate action in relation to deficiencies (see s 19IA(3))
s 19M(4)(a) & (5)	Power to conduct a food safety audit and take actions where deficiencies are identified	DCC, MRS, EHC, EHO	Where Council is the registration authority
s 19N(2)	Function of receiving notice from the auditor	DCC, MRS, EHC, EHO	Where Council is the registration authority

FOOD ACT 1984			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 19NA(1)	Power to request food safety audit reports	DCC, MRS, EHC, EHO	Where Council is the registration authority
s 19U(3)	Power to waive and vary the costs of a food safety audit if there are special circumstances	DCC, MRS, EHC, EHO	
s 19UA	Power to charge fees for conducting a food safety assessment or inspection	DCC, MRS, EHC, EHO	Except for an assessment required by a declaration under s 19C or an inspection under ss 38B(1)(c) or 39.
s 19W	Power to direct a proprietor of a particular food premises to comply with any requirement under Part IIIB	DCC, MRS, EHC, EHO	Where Council is the registration authority
s 19W(3)(a)	Power to direct a proprietor of a particular food premises to have staff at the premises undertake training or instruction	DCC, MRS, EHC, EHO	Where Council is the registration authority
s 19W(3)(b)	Power to direct a proprietor of a particular food premises to have details of any staff training incorporated into the minimum records required to be kept or food safety program of the premises	DCC, MRS, EHC, EHO	Where Council is the registration authority
---	Power to register, or renew or transfer the registration of a food premises	DCC, MRS, EHC, EHO	Where Council is the registration authority Refusal to grant/ or renew/transfer the registration of a food premises must be ratified by Council or the CEO (see s 58A(2))
s 36A	Power to accept an application for registration or notification using online portal	DCC, MRS, EHC, EHO	Where Council is the registration authority.
s36B	Duty to pay the charge for use of online portal	DCC, MRS, EHC, EHO	Where Council is the registration authority.
s 38AA(5)	Power to (a) request further information; or (b) advise the proprietor that the premises must be registered if the premises are not exempt	DCC, MRS, EHC, EHO	Where Council is the registration authority
s 38AB(4)	Power to fix a fee for the receipt of a notification under s 38AA in accordance with a declaration under s 38AB(1)	DCC, MRS, EHC, EHO	Where Council is the registration authority
s 38A(4)	Power to request a copy of a completed food safety program template	DCC, MRS, EHC, EHO	Where Council is the registration authority

FOOD ACT 1984			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 38B(1)(a)	Duty to assess the application and determine which class of food premises under s 19C the food premises belongs	DCC, MRS, EHC, EHO	Where Council is the registration authority
s 38B(1)(b)	Duty to ensure proprietor has complied with requirements of s 38A	DCC, MRS, EHC, EHO	Where Council is the registration authority
s 38B(2)	Duty to be satisfied of the matters in s 38B(2)(a)-(b)	DCC, MRS, EHC, EHO	Where Council is the registration authority
s 38D(1)	Duty to ensure compliance with the applicable provisions of s 38C and inspect the premises if required by s 39	DCC, MRS, EHC, EHO	Where Council is the registration authority
s 38D(2)	Duty to be satisfied of the matters in s 38D(2)(a)-(d)	DCC, MRS, EHC, EHO	Where Council is the registration authority
s 38D(3)	Power to request copies of any audit reports	DCC, MRS, EHC, EHO	Where Council is the registration authority
s 38E(2)	Power to register the food premises on a conditional basis	DCC, MRS, EHC, EHO	Where Council is the registration authority. Not exceeding the prescribed time limit defined under s 38E(5)
s 38E(4)	Duty to register the food premises when conditions are satisfied	DCC, MRS, EHC, EHO	Where Council is the registration authority
s 38F(3)(b)	Power to require proprietor to comply with requirements of this Act	DCC, MRS, EHC, EHO	Where Council is the registration authority
s 38G(1)	Power to require notification of change of the food safety program type used for the food premises	DCC, MRS, EHC, EHO	Where Council is the registration authority.
s 38G(2)	Function of receiving notice from proprietor if there is a change of the food safety program type used for the food premises	DCC, MRS, EHC, EHO	Where Council is the registration authority
s 38G(4)	Power to require the proprietor of the food premises to comply with any requirement of the Act	DCC, MRS, EHC, EHO	Where Council is the registration authority.
s 39(2)	Duty to carry out an inspection of the premises during the period of registration before the registration of the food premises is renewed	DCC, MRS, EHC, EHO	Where Council is the registration authority

FOOD ACT 1984			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 39A	Power to register, or renew the registration of a or transfer food premises despite minor defects	DCC, MRS, EHC, EHO	Where Council is the registration authority. Only if satisfied of matters in s 39A(2)(a)-(c)
s 39A(6)	Duty to comply with a direction of Safe Food Victoria under s39A(4)	DCC, MRS, EHC, EHO	
s 40(1)	Duty to give the person in whose name the premises is to be registered a certificate of registration	DCC, MRS, EHC, EHO	Where Council is the registration authority
s 40(2)	Power to incorporate the certificate of registration in one document with any certificate of registration under Part 6 of the <i>Public Health and Wellbeing Act 2008</i>	DCC, MRS, EHC, EHO	
s 40C(2)	Power to grant or renew the registration of food premises for a period of less than 1 year	DCC, MRS, EHC, EHO	Where Council is the registration authority
s 40D(1)	Power to suspend or revoke the registration of food premises	DCC, MRS, EHC, EHO	Where Council is the registration authority
s 40E(4)	Duty to comply with direction of Safe Food Victoria under s 40E(1)	DCC, MRS, EHC, EHO	
s 40F	Power to cancel registration of food premises	DCC, MRS, EHC, EHO	Where Council is the registration authority.
s 43	Duty to maintain records of registration	DCC, MRS, EHC, EHO	Where Council is the registration authority
s 43F(6)	Duty to be satisfied that registration requirements under Division 3 have been met prior to registering, transferring or renewing registration of a component of a food business	DCC, MRS, EHC, EHO	Where Council is the registration authority
s 43F(6)	Duty to be satisfied that registration requirements under Division 3 have been met prior to registering, transferring or renewing registration of a component of a food business	DCC, MRS, EHC, EHO	Where Council is the registration authority

FOOD ACT 1984			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 43F(7)	Power to register the components of the food business that meet requirements in Division 3 and power to refuse to register the components that do not meet the requirements	DCC, MRS, EHC, EHO	Where Council is the registration authority Refusal to grant or renew the registration of a food premises <u>must</u> be ratified by Council or the CEO (see s 58A(2))
s 45AC	Power to bring proceedings	DCC, MRS, EHC	
s 46(5)	Power to institute proceedings against another person where the offence was due to an act or default by that other person and where the first person charged could successfully defend a prosecution, without proceedings first being instituted against the person first charged	DCC, MRS, EHC, EHO, PRO	Where Council is the registration authority

HERITAGE ACT 2017			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 116	Power to sub-delegate Executive Director's functions, duties or powers	CEO	Must first obtain Executive Director's written consent. Council can only sub-delegate if the Instrument of Delegation from the Executive Director authorises sub-delegation

LOCAL GOVERNMENT ACT 1989			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 185L(4)	Power to declare and levy a cladding rectification charge	CEO^[1]	

[\[1\] The only member of staff who can be a delegate in Column 3 is the CEO.](#)

<u>PLANNING AND ENVIRONMENT ACT 1987</u>			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 48	Power to prepare an amendment to the Victoria Planning Provisions	CEO, DA, DCC, MGF, MRS, SPC, SPS, SP, PC	If authorised by the Minister
s 4G	Function of receiving prescribed documents and a copy of the Victoria Planning Provisions from the Minister	DA, DCC, MGF, MRS, SPC, SPS, SP, PC, POS, PO, AOSLL, AOP, PA	
s 4H	Duty to make amendment to Victoria Planning Provisions available in accordance with public availability requirements	DA, DCC, MGF, MRS, SPC, SPS, SP, PC, POS, PO, AOSLL, AOP, PA	
s 4I(2)	Duty to make a copy of the Victoria Planning Provisions and other documents available in accordance with public availability requirements	DA, DCC, MGF, MRS, SPC, SPS, SP, PC, POS, PO, AOSLL, AOP, PA	
s 12(3)	Consult with other persons to ensure co-ordination of planning scheme with these persons	CEO, DA, DCC, MGF, MRS, SPC, SPS, SP, PC	
s 12B(1)	Duty to review planning scheme	CEO, DA, DCC, MGF, MRS, SPC, SPS, SP, PC	
s 12B(2)	Duty to review planning scheme at direction of Minister	CEO, DA, DCC, MGF, MRS, SPC, SPS, SP, PC	
s 12B(5)	Duty to report findings of review of planning scheme to Minister without delay	DA, DCC, MGF, MRS, SPC, SPS, SP, PC	

<u>PLANNING AND ENVIRONMENT ACT 1987</u>			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 14	Duties of a Responsible Authority as set out in s 14(a) to (d)	DA, DCC, MGF, MRS, SPC, SPS, SP, PC	
s 16B	Duty (upon receiving a request to prepare an amendment to the planning scheme) to decide: - to apply to the Minister for authorisation to prepare the amendment, with or without changes, under section 16F, or - to refuse the request. <i>Note: see also sections 16A, 16D, 16E and 16K.</i>	CEO, DA, MGF, SPC, SPS, SP	
s 16C(1)	Duty to give written notice of its decision under section 16B to the person who made the request within 10 business days of making the decision. <i>Note: The notice must contain prescribed information, and reasons if it is a refusal.</i>	CEO, DA, MGF, SPC, SPS, SP	
s 16C(4)	Duty to give a copy of the request and the notice under subsection 16C(1) to the Minister.	CEO, DA, MGF, SPC, SPS, SP	
s 16F	Power to apply to the Minister for authorisation to prepare an amendment to the State standard provisions or the local provisions of a planning scheme in force in the municipal district. <i>Note: see also sections 16G and 16K.</i>	CEO, DA, MGF, SPC, SPS, SP	
s 16F	Power to prepare an amendment to the planning scheme where the Minister has authorised Council to do so under section 16F	CEO, DA, MGF, SPC, SPS, SP	
s 16H	Power to prepare an amendment to the planning scheme where the Minister has authorised Council to do so under section 16F <i>Note: see also section 16K.</i>	CEO, DA, MGF, SPC, SPS, SP	Does not apply in relation to an application for the preparation of an amendment that will apply to land to which a Suburban Rail Loop planning area declaration applies.
s 16I	Power to apply to the Minister for authorisation to prepare an amendment to any part of the State standard provisions and local provisions of a planning scheme applying to an area adjoining its municipal district.	CEO, DA, MGF, SPC, SPS, SP	

<u>PLANNING AND ENVIRONMENT ACT 1987</u>			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 16l	Power to prepare amendment to the planning scheme applying to an area adjoining Council's municipal district where the Minister has authorised Council to do so under section 16l. <i>Note: see also sections 16D, 16G and 16J.</i>	CEO, DA, MGF, SPC, SPS, SP	
s 17(1)	Duty of giving copy amendment to the planning scheme	DA, DCC, MGF, MRS, SPC, SPS, SP, PC	
s 17(2)	Duty of giving copy s 173 agreement	DA, DCC, MGF, MRS, SPC, SPS, SP, PC	
s 17(3)	Duty of giving copy amendment, explanatory report and relevant documents to the Minister within 10 business days	DA, DCC, MGF, MRS, SPC, SPS, SP, PC	
s 18	Duty to make amendment etc. available in accordance with public availability requirements	DA, DCC, MGF, MRS, SPC, SPS, SP, PC	Until the proposed amendment is approved or lapsed
s 19	Power to give notice, to decide not to give notice, to publish notice of amendment to a planning scheme and to exercise any other power under s 19 to a planning scheme	CEO, DA, DCC, MGF, MRS, SPC, SPS, SP, PC	
s 19	Function of receiving notice of preparation of an amendment to a planning scheme	DA, DCC, MGF, MRS, SPC, SPS, SP, PC	Where Council is not the planning authority and the amendment affects land within Council's municipal district; or Where the amendment will amend the planning scheme to designate Council as an acquiring authority.
s 20(1)	Power to apply to Minister for exemption from the requirements of s 19	CEO, DA, DCC, MGF, MRS, SPC, SPS, SP, PC	Where Council is a planning authority
s 21(2)	Duty to make submissions available in accordance with public availability requirements	DA, DCC, MGF, MRS, SPC, SPS, SP, PC	Until the end of 2 months after the amendment comes into operation or lapses

<u>PLANNING AND ENVIRONMENT ACT 1987</u>			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 21A(4)	Duty to publish notice	DA, DCC, MGF, MRS, SPC, SPS, SP, PC	
s 22(1)	Duty to consider all submissions received before the date specified in the notice	DA, DCC, MGF, MRS, SPC, SPS, SP, PC	Except submissions which request a change to the items in s 22(5)(a) and (b)
s 22(2)	Power to consider a late submission. Duty to consider a late submission if directed to do so by the Minister	CEO, DA, DCC, MGF, MRS, SPC, SPS, SP, PC	
s 23(1)(b)	Duty to refer submissions which request a change to the amendment to a panel	DA, DCC, MGF, MRS, SPC, SPS, SP, PC	
s 23(2)	Power to refer to a panel submissions which do not require a change to the amendment	CEO, DA, DCC, MGF, MRS, SPC, SPS, SP, PC	
s 23A(2)	Power to: - change the amendment in the manner requested; - not change the amendment in the manner requested; or - abandon the amendment or part of the amendment.	CEO, DA, MGF, SPC, SPS, SP	Where Council is the planning authority. After considering a submission which requests a change to a 'low-impact' amendment (as described in section 16N).
s 24	Function to represent Council and present a submission at a panel hearing (including a hearing referred to in s 96D)	DA, DCC, MGF, MRS, SPC, SPS, SP, PC	
s 26(1)	Power to make report available for inspection in accordance with the requirements set out in s197B of the Act	CEO, DA, DCC, MGF, MRS, SPC, SPS, SP, PC	
s 26(2)	Duty to keep report of panel available in accordance with public availability requirements	DA, DCC, MGF, MRS, SPC, SPS, SP, PC	During the inspection period
s 27(2)	Power to apply for exemption if panel's report not received	DA, DCC, MGF, MRS, SPC, SPS, SP, PC	

<u>PLANNING AND ENVIRONMENT ACT 1987</u>			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 28(1) (<i>amended</i>)	Duty to notify the Minister if abandoning an amendment, with a copy of any submission considered, and a statement of reasons for the decision	DA, DCC, MGF, MRS, SPC, SPS, SP, PC	Note: the power to make a decision to abandon an amendment cannot be delegated
s 28(2)	Duty to publish notice of the decision on Internet site	DA, DCC, MGF, MRS, PC	
s 28(4)	Duty to make notice of the decision available on Council's Internet site for a period of at least 2 months	DA, DCC, MGF, MRS, PC	
s 28C	Duty to comply with directions of the Minister after abandoning the amendment with respect to: - providing relevant documentation; and - providing assistance with steps to be taken for the amendment.	CEO, DA, MGF, SPC, SPS, SP	
s 30(4)(a)	Duty to say if amendment has lapsed	DA, DCC, MGF, MRS, SPC, SPS, SP, PC	
s 30(4)(b)	Duty to provide information in writing upon request	DA, DCC, MGF, MRS, SPC, SPS, SP, PC	
s 32(2)	Duty to give more notice if required	DA, DCC, MGF, MRS, SPC, SPS, SP, PC	
s 33(1)	Duty to give more notice of changes to an amendment	DA, DCC, MGF, MRS, SPC, SPS, SP, PC	
s 36(2)	Duty to give notice of approval of amendment	DA, DCC, MGF, MRS, SPC, SPS, SP, PC, POS, PO, AOSLL, AOP, PA	
s 38(5)	Duty to give notice of revocation of an amendment	DA, DCC, MGF, MRS, SPC, SPS, SP, PC	

<u>PLANNING AND ENVIRONMENT ACT 1987</u>			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 39	Function of being a party to a proceeding commenced under s 39 and duty to comply with determination by VCAT	DA, DCC, MGF, MRS, SPC, SPS, SP, PC	
s 40(1)	Function of lodging copy of approved amendment	DA, DCC, MGF, MRS, SPC, SPS, SP, PC	
s 41(1)	Duty to make a copy of an approved amendment available in accordance with the public availability requirements during inspection period	DA, DCC, MGF, MRS, SPC, SPS, SP, PC, POS, PO, AOSLL, AOP, PA	
s 41(2)	Duty to make a copy of an approved amendment and any documents lodged with it available in person in accordance with the requirements set out in s 197B of the Act after the inspection period ends	DA, DCC, MGF, MRS, SPC, SPS, SP, PC	
s 42(2)	Duty to make copy of planning scheme available in accordance with the public availability requirements	DA, DCC, MGF, MRS, SPC, SPS, SP, PC, POS, PO, AOSLL, AOP, PA	
s 46AAA	Duty to prepare an amendment to a planning scheme that relates to Yarra River land that is not inconsistent with anything in a Yarra Strategic Plan which is expressed to be binding on the responsible public entity	not delegated	Where Council is a responsible public entity and is a planning authority. <i>Note: this provision does not affect Alpine Shire Council.</i>
s 46AW	Function of being consulted by the Minister	DA, DCC, MGF, MRS, SPC, PC	Where Council is a responsible public entity
s 46AX	Function of receiving a draft Statement of Planning Policy and written direction in relation to the endorsement of the draft Statement of Planning Policy. Power to endorse the draft Statement of Planning Policy	DA, DCC, MGF, MRS, SPC, PC	Where Council is a responsible public entity

<u>PLANNING AND ENVIRONMENT ACT 1987</u>			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 46AZC(2)	Duty not to prepare an amendment to a declared area planning scheme that is inconsistent with a Statement of Planning Policy for the declared area that is expressed to be binding on the responsible public entity	DA, DCC, MGF, MRS, SPC, PC	Where Council is a responsible public entity
s 46AZK	Duty not to act inconsistently with any provision of the Statement of Planning Policy that is expressed to be binding on the public entity when performing a function or duty or exercising a power in relation to the declared area	DA, DCC, MGF, MRS, SPC, PC	Where Council is a responsible public entity
s 46GI(2)(b)(i)	Power to agree to a lower rate of standard levy for a class of development of a particular type of land than the rate specified in a Minister's direction	not delegated	Where Council is the planning authority, the municipal Council of the municipal district in which the land is located and/or the development agency. <i>There are no Development Contribution Plans incorporated in the Alpine Planning Scheme. Currently, Infrastructure Contribution Plans only apply to the Metropolitan Greenfield Growth Area surrounding Melbourne. Therefore, no delegations are made regarding these provisions for Alpine Shire Council.</i>
s 46GG(1)(d)	Power to incorporate into a planning scheme an infrastructure contributions plan that provides for the imposition of infrastructure contributions to fund the reasonable costs and expenses incurred by the planning authority, the collecting agency and a development agency in carrying out their respective functions under this Part in relation to the infrastructure contributions plan and the related precinct structure plan or strategic plan, capped at an annual percentage of the standard levy	not delegated	
s 46GG(1A)	Power to incorporate into a planning scheme an infrastructure contributions plan that provides for the monetary component to fund any acquisition of land (other than public purpose land) necessary for the provision of works, services and facilities referred to in s 46GG(1), where the plan does not include a land component	not delegated	

PLANNING AND ENVIRONMENT ACT 1987			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 46GJ(1)	Function of receiving written directions from the Minister in relation to the preparation, content and administration of infrastructure contributions plans	not delegated	
s 46GJ(2A)(a)	Power to specify an infrastructure contributions plan the priority categories of works, services or facilities and relevant land acquisitions to be founded through a standard levy	not delegated	Where Council is the planning authority and Minister makes a direction under s 46GJ(2A)
s 46GJ(2A)(b)	Power to determine from time to time the specific works, services or facilities and relevant land acquisitions to be funded	CEO, DA, MGF, SPC	Where Council is the development agency specified in the infrastructure contributions plan and Minister makes a direction under s 46GJ(2A)
s 46GJ(2C)	Duty to make available in accordance with the public availability requirements any document relied on for the determination of specific works, services or facilities or relevant land acquisitions to be funded, and written notice of any such determination	DA, MGF, SPC	Where Council is the development agency specified in the infrastructure contributions plan and Minister makes a direction under s 46GJ(2A)
s 46GK	Duty to comply with a Minister's direction that applies to Council as the planning authority	not delegated	
s 46GN(1)	Duty to arrange for estimates of values of inner public purpose land	not delegated	
s 46GO(1)	Duty to give notice to owners of certain inner public purpose land	not delegated	
s 46GP	Function of receiving a notice under s 46GO	not delegated	Where Council is the collecting agency
s 46GQ	Function of receiving a submission from an affected owner who objects to the estimated value per hectare (or other appropriate unit of measurement) of the inner public purpose land	not delegated	
s 46GR(1)	Duty to consider every submission that is made by the closing date for submissions included in the notice under s 46GO	not delegated	
s 46GR(2)	Power to consider a late submission. Duty to consider a late submission if directed to do so by the Minister	not delegated	
s 46GS(1)	Power to accept or reject the estimate of the value of the inner public purpose land in a submission made under s 46GQ	not delegated	

<u>PLANNING AND ENVIRONMENT ACT 1987</u>			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 46GS(2)	Duty, if Council rejects the estimate of the value of the inner public purpose land in the submission, to refer the matter to the valuer-general, and notify the affected owner of the rejection and that the matter has been referred to the valuer-general	not delegated	
s 46GT(2)	Duty to pay half of the fee fixed by the valuer-general for arranging and attending the conference	not delegated	
s 46GT(4)	Function of receiving, from the valuer-general, written confirmation of the agreement between the planning authority's valuer and the affected owner's valuer as to the estimated value of the inner public purpose land	not delegated	
s 46GT(6)	Function of receiving, from the valuer-general, written notice of a determination under s 46GT(5)	not delegated	
s 46GU	Duty not to adopt an amendment under s 29 to an infrastructure contributions plan that specifies a land credit amount or a land equalisation amount that relates to a parcel of land in the ICP plan area of the plan unless the criteria in s 46GU(1)(a) and (b) are met	not delegated	
s 46GV(3)	Function of receiving the monetary component and any land equalisation amount of the infrastructure contribution. Power to specify the manner in which the payment is to be made	not delegated	Where Council is the collecting agency
s 46GV(3)(b)	Power to enter into an agreement with the applicant	not delegated	Where Council is the collecting agency
s 46GV(4)(a)	Function of receiving the inner public purpose land in accordance with s 46GV(5) and (6)	not delegated	Where Council is the development agency
s 46GV(4)(b)	Function of receiving the inner public purpose land in accordance with s 46GV(5) and (6)	not delegated	Where Council is the collecting agency
s 46GV(7)	Duty to impose the requirements set out in s 46GV(3) and (4) as conditions on the permit applied for by the applicant to develop the land in the ICP plan area	not delegated	
s 46GV(9)	Power to require the payment of a monetary component or the provision of the land component of an infrastructure contribution to be secured to Council's satisfaction	not delegated	Where Council is the collecting agency

<u>PLANNING AND ENVIRONMENT ACT 1987</u>			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 46GX(1)	Power to accept works, services or facilities in part or full satisfaction of the monetary component of an infrastructure contribution payable	not delegated	Where Council is the collecting agency
s 46GX(2)	Duty, before accepting the provision of works, services or facilities by an applicant under s 46GX(1), to obtain the agreement of the development agency or agencies specified in the approved infrastructure contributions plan	not delegated	Where Council is the collecting agency
s 46GY(1)	Duty to keep proper and separate accounts and records	not delegated	Where Council is the collecting agency
s 46GY(2)	Duty to keep the accounts and records in accordance with the <i>Local Government Act 2020</i>	not delegated	Where Council is the collecting agency
s 46GZ(2)(a)	Duty to forward any part of the monetary component that is imposed for plan preparation costs or plan administration costs to the planning authority that incurred those costs The forwarding duty does not apply to any monetary component that is imposed for plan administration costs incurred by the collecting agency	not delegated	Where Council is the collecting agency under an approved infrastructure contributions plan. This duty does not apply where Council is that planning authority
s 46GZ(2)(a)	Function of receiving the monetary component imposed for plan preparation costs or plan administration costs The monetary component does not include plan administration costs incurred by the collecting agency	not delegated	Where the Council is the planning authority. This duty does not apply where Council is also the collecting agency
s 46GZ(2)(b)	Duty to forward any part of the monetary component that is imposed for the provision of works, services or facilities to the development agency that is specified in the plan as responsible for those works, services or facilities	not delegated	Where Council is the collecting agency under an approved infrastructure contributions plan. This provision does not apply where Council is also the relevant development agency
s 46GZ(2)(b)	Function of receiving the monetary component	not delegated	Where Council is the development agency under an approved infrastructure contributions plan. This provision does not apply where Council is also the collecting agency
s 46GZ(4)	Duty to use any land equalisation amounts to pay land credit amounts under s 46GZ(7), except any part of those amounts that are to be forwarded to a development agency under s 46GZ(5)	not delegated	Where Council is the collecting agency under an approved infrastructure contributions plan

<u>PLANNING AND ENVIRONMENT ACT 1987</u>			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 46GZ(5)	Duty to forward any part of a land equalisation amount required for the acquisition of outer public purpose land by a development agency specified in the approved infrastructure contributions plan to that development agency	not delegated	Where Council is the collecting agency under an approved infrastructure contributions plan. This provision does not apply where Council is also the relevant development agency
s 46GZ(5)	Function of receiving any part of a land equalisation amount required for the acquisition of outer public purpose land	not delegated	Where Council is the development agency specified in the approved infrastructure contributions plan. This provision does not apply where Council is also the collecting agency
s 46GZ(7)	Duty to pay to each person who must provide an infrastructure contribution under the approved infrastructure contributions plan any land credit amount to which the person is entitled under s 46GW	not delegated	Where Council is the collecting agency under an approved infrastructure contributions plan.
s 46GZ(9)	Duty to transfer the estate in fee simple in the land to the development agency specified in the approved infrastructure contributions plan as responsible for the use and development of that land	not delegated	If any inner public purpose land is vested in Council under the <i>Subdivision Act 1988</i> or acquired by Council before the time it is required to be provided to Council under s 46GV(4). Where Council is the collecting agency under an approved infrastructure contributions plan This duty does not apply where Council is also the development agency
s 46GZ(9)	Function of receiving the fee simple in the land	not delegated	Where Council is the development agency under an approved infrastructure contributions plan. This duty does not apply where Council is also the collecting agency
s 46GZA(1)	Duty to keep proper and separate accounts and records	not delegated	Where Council is a development agency under an approved infrastructure contributions plan

<u>PLANNING AND ENVIRONMENT ACT 1987</u>			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 46GZA(2)	Duty to keep the accounts and records in accordance with the <i>Local Government Act 2020</i>	not delegated	Where Council is a development agency under an approved infrastructure contributions plan
s 46GZB(3)	Duty to follow the steps set out in s 46GZB(3)(a) – (c)	not delegated	Where Council is a development agency under an approved infrastructure contributions plan
s 46GZB(4)	Duty, in accordance with requirements of the VPA, to report on the use of the infrastructure contribution in the development agency's annual report and provide reports on the use of the infrastructure contribution to the VPA	not delegated	If the VPA is the collecting agency under an approved infrastructure contributions plan. Where Council is a development agency under an approved infrastructure contributions plan
s 46GZD(2)	Duty, within 6 months after the date on which the approved infrastructure contributions plan expires, to follow the steps set out in s 46GZD(2)(a) and (b), including expenditure of remaining monetary component for the provision of other works, services or facilities or relevant land acquisitions in the ICP plan area	not delegated	Where Council is the development agency under an approved infrastructure contributions plan.
s 46GZD(3)	Duty to follow the steps set out in s 46GZD(3)(a) and (b)	not delegated	Where Council is the collecting agency under an approved infrastructure contributions plan.
s 46GZD(5)	Duty to make payments under s 46GZD(3) in accordance with ss 46GZD(5)(a) and 46GZD(5)(b)	not delegated	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZE(2)	Duty to forward the land equalisation amount back to the collecting agency within 6 months after the expiry date if any part of a land equalisation amount paid or forwarded to a development agency for acquiring outer public purpose land has not been expended by the development agency to acquire that land at the date on which the approved infrastructure contributions plan expires	not delegated	Where Council is the development agency under an approved infrastructure contributions plan. This duty does not apply where Council is also the collecting agency

<u>PLANNING AND ENVIRONMENT ACT 1987</u>			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 46GZE(2)	Function of receiving the unexpended land equalisation amount	not delegated	Where Council is the collecting agency under an approved infrastructure contributions plan. This duty does not apply where Council is also the development agency
s 46GZE(3)	Duty, within 12 months after the date on which the approved infrastructure contributions plan expires, to follow the steps set out in s 46GZE(3)(a) and (b)	not delegated	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZF(2)	Duty, within 12 months after the date on which the approved infrastructure contributions plan expires, to use the public purpose land for a public purpose approved by the Minister or sell the public purpose land	not delegated	Where Council is the development agency under an approved infrastructure contributions plan
s 46GZF(3)	Duty, if land is sold under s 46GZF(2)(b), to follow the steps in s 46GZF(3)(a) and (b)	not delegated	Where Council is the development agency under an approved infrastructure contributions plan
s 46GZF(3)	Function of receiving proceeds of sale	not delegated	Where Council is the collection agency under an approved infrastructure contributions plan. This provision does not apply where Council is also the development agency
s 46GZF(4)	Duty to divide the proceeds of the public purpose land among the current owners of each parcel of land in the ICP plan area and pay each current owner a portion of the proceeds in accordance with s 46GZF(5)	not delegated	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZF(6)	Duty to make the payments under s 46GZF(4) in accordance with s 46GZF(6)(a) and (b)	not delegated	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZH	Power to recover the monetary component, or any land equalisation amount of the land component, payable under Part 3AB as a debt in any court of competent jurisdiction	not delegated	Where Council is the collecting agency under an approved infrastructure contributions plan

<u>PLANNING AND ENVIRONMENT ACT 1987</u>			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 46GZI	Duty to prepare and give a report to the Minister at the times required by the Minister	not delegated	Where Council is a collecting agency or development agency
s 46GZK	Power to deal with public purpose land which has vested in, been acquired by, or transferred to, Council	not delegated	Where Council is a collecting agency or development agency
s 46LB(3)	Duty to publish, on Council's Internet site, the payable dwelling amount for a financial year on or before 1 July of each financial year for which the amount is adjusted under s 46LB (2)	not delegated	
s 46N(1)	Duty to include condition in permit regarding payment of development infrastructure levy	not delegated	
s 46N(2)(c)	Function of determining time and manner for receipt of development contributions levy	not delegated	
s 46N(2)(d)	Power to enter into an agreement with the applicant regarding payment of development infrastructure levy	not delegated	
s 46O(1)(a) & (2)(a)	Power to ensure that community infrastructure levy is paid, or agreement is in place, prior to issuing building permit	not delegated	
s 46O(1)(d) & (2)(d)	Power to enter into agreement with the applicant regarding payment of community infrastructure levy	not delegated	
s 46P(1)	Power to require payment of amount of levy under s 46N or s 46O to be satisfactorily secured	not delegated	
s 46P(2)	Power to accept provision of land, works, services or facilities in part or full payment of levy payable	not delegated	
s 46Q(1)	Duty to keep proper accounts of levies paid	not delegated	
s 46Q(1A)	Duty to forward to development agency part of levy imposed for carrying out works, services, or facilities on behalf of development agency or plan preparation costs incurred by a development agency	not delegated	
s 46Q(2)	Duty to apply levy only for a purpose relating to the provision of plan preparation costs or the works, services and facilities in respect of which the levy was paid etc	not delegated	

PLANNING AND ENVIRONMENT ACT 1987			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 46Q(3)	Power to refund any amount of levy paid if it is satisfied the development is not to proceed	not delegated	Only applies when levy is paid to Council as a 'development agency'
s 46Q(4)(c)	Duty to pay amount to current owners of land in the area if an amount of levy has been paid to a municipal Council as a development agency for plan preparation costs incurred by the Council or for the provision by the Council of works, services or facilities in an area under s 46Q(4)(a)	not delegated	Must be done within six months of the end of the period required by the development contributions plan and with the consent of, and in the manner approved by, the Minister.
s 46Q(4)(d)	Duty to submit to the Minister an amendment to the approved development contributions plan	not delegated	Must be done in accordance with Part 3
s 46Q(4)(e)	Duty to expend that amount on other works etc.	not delegated	With the consent of, and in the manner approved by, the Minister
s 46QC	Power to recover any amount of levy payable under Part 3B	not delegated	
s 46QD	Duty to prepare report and give a report to the Minister	not delegated	Where Council is a collecting agency or development agency.
s 46V(3)	Duty to make a copy of the approved strategy plan (being the Melbourne Airport Environs Strategy Plan) and any documents lodged with it available in accordance with the public availability requirements, during the inspection period	not delegated	<i>Does not apply to Alpine Shire Council</i>
s 46V(4)	Duty to make a copy of the approved strategy plan (being the Melbourne Airport Environs Strategy Plan) and any documents lodged with it available in accordance with s 197B of the Act and on payment of the prescribed fee, after the inspection period	not delegated	<i>Does not apply to Alpine Shire Council</i>
s 46V(5)	Duty to keep a copy of the approved strategy plan incorporating all amendments to it	not delegated	<i>Does not apply to Alpine Shire Council</i>
s 46V(6)	Duty to make a copy of the approved strategy plan incorporating all amendments to it available in accordance with the public availability requirements	not delegated	<i>Does not apply to Alpine Shire Council</i>
s 46Y	Duty to carry out works in conformity with the approved strategy plan	not delegated	<i>Does not apply to Alpine Shire Council</i>

<u>PLANNING AND ENVIRONMENT ACT 1987</u>			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 47	Power to decide that an application for a planning permit does not comply with that Act	CEO, DCC, MRS, PC, POS, PO	
s 48A	Power to notify an applicant that the application is incomplete <i>Note: The notice must set out any required fees or information, the date for payment or production, and the effect of non-compliance set out in section 48B(1).</i>	DCC, MRS, PC, POS, PO	Where Council is the responsible authority
s 48C	Power to refund a fee paid for an application which is void and of no effect under section 48B(1)	DCC, MRS, PC	Where Council is the responsible authority
s 49(1)	Duty to keep a register of all applications for permits and determinations relating to permits	DCC, MGF, MRS, SPC, SPS, SP, PC, POS, PO, AOSLL, AOP, PA	MGF, SPC, SPS delegation limited to an application for permit under s96A when an amendment is also requested
s 49(2)	Duty to make register available for inspection in accordance with the public availability requirements	DCC, MGF, MRS, SPC, SPS, SP, PC, POS, PO, AOSLL, AOP, PA	MGF, SPC, SPS delegation limited to an application for permit under s96A when an amendment is also requested
s 50(4)	Duty to amend application	DCC, MGF, MRS, SPC, SPS, SP, PC, POS, PO, AOSLL, AOP, PA	MGF, SPC, SPS delegation limited to an application for permit under s96A when an amendment is also requested
s 50(5)	Power to refuse to amend application	CEO, DCC, MGF, MRS, SPC, SPS, SP, PC	MGF, SPC, SPS delegation limited to an application for permit under s96A when an amendment is also requested
s 50(6)	Duty to make note of amendment to application in register	DCC, MGF, MRS, SPC, SPS, SP, PC, POS, PO, AOSLL, AOP, PA	MGF, SPC, SPS delegation limited to an application for permit under s96A when an amendment is also requested

<u>PLANNING AND ENVIRONMENT ACT 1987</u>			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 50A(1)	Power to make amendment to application	CEO, DCC, MGF, MRS, SPC, SPS, SP, PC, POS, PO	MGF, SPC, SPS delegation limited to an application for permit under s96A when an amendment is also requested
s 50A(3)	Power to require applicant to notify owner and make a declaration that notice has been given	CEO, DCC, MGF, MRS, SPC, SPS, SP, PC, POS, PO	MGF, SPC, SPS delegation limited to an application for permit under s96A when an amendment is also requested
s 50A(4)	Duty to note amendment to application in register	DCC, MGF, MRS, SPC, SPS, SP, PC, POS, PO, AOSLL, AOP, PA	MGF, SPC, SPS delegation limited to an application for permit under s96A when an amendment is also requested
s 51	Duty to make copy of application available for inspection in accordance with the public availability requirements	DCC, MRS, PC, POS, PO, AOSLL, AOP, PA	
s 52(1)(a)	Duty to give notice of the application to owners/occupiers of adjoining allotments unless satisfied that the grant of permit would not cause material detriment to any	DCC, MRS, PC, POS, PO	
s 52(1)(b)	Duty to give notice of the application to other municipal Council where appropriate	DCC, MRS, PC, POS, PO	
s 52(1)(c)	Duty to give notice of the application to all persons required by the planning scheme	DCC, MRS, PC, POS, PO	
s 52(1)(ca)	Duty to give notice of the application to owners and occupiers of land benefited by a registered restrictive covenant if may result in breach of covenant	DCC, MRS, PC, POS, PO	
s 52(1)(cb)	Duty to give notice of the application to owners and occupiers of land benefited by a registered restrictive covenant if application is to remove or vary the covenant	DCC, MRS, PC, POS, PO	
s 52(1)(d)	Duty to give notice of the application to other persons who may be detrimentally effected	DCC, MRS, PC, POS, PO	
s 52(1AA)	Duty to give notice of an application to remove or vary a registered restrictive covenant	DCC, MRS, PC, POS, PO	

<u>PLANNING AND ENVIRONMENT ACT 1987</u>			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 52(3)	Power to give any further notice of an application where appropriate	CEO, DCC, MRS, PC, POS, PO	
s 53(1)	Power to require the applicant to give notice under s 52(1) to persons specified by it	CEO, DCC, MRS, PC, POS, PO	
s 53(1A)	Power to require the applicant to give the notice under s 52(1AA)	CEO, DCC, MRS, PC, POS, PO	
s 54(1)	Power to require the applicant to provide more information	CEO, DCC, MRS, PC, POS, PO	
s 54(1A)	Duty to give notice in writing of information required under s 54(1)	DCC, MRS, PC, POS, PO	
s 54(1B)	Duty to specify the lapse date for an application	DCC, MRS, PC, POS, PO	
s 54A(3)	Power to decide to extend time or refuse to extend time to give required information	CEO, DCC, MRS, PC, POS, PO	
s 54A(4)	Duty to give written notice of decision to extend or refuse to extend time und s 54A(3)	DCC, MRS, PC, POS, PO, AOSLL, AOP, PA	
s 55(1)	Duty to give copy application, together with the prescribed information, to every referral authority specified in the planning scheme	DCC, MRS, PC, POS, PO, AOSLL, AOP, PA	
s 57(2A)	Power to reject objections considered made primarily for commercial advantage for the objector	CEO, DCC, MRS	
s 57(3)	Function of receiving name and address of persons to whom notice of decision is to go	DCC, MRS, PC, POS, PO, AOSLL, AOP, PA	
s 57(5)	Duty to make a copy of all objections available in accordance with the public availaiblity requirements	DCC, MRS,PC, POS, PO, AOSLL, AOP, PA	

<u>PLANNING AND ENVIRONMENT ACT 1987</u>			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 57A(4)	Duty to amend application in accordance with applicant's request, subject to s 57A(5)	DCC, MRS, PC, POS, PO, AOSLL, AOP, PA	
s 57A(5)	Power to refuse to amend application	CEO, DCC, MRS, PC	
64	Duty to note amendments to application in register	DCC, MRS, PC, POS, PO, AOSLL, AOP, PA	
s 57B(1)	Duty to determine whether and to whom notice should be given	DCC, MRS, PC, POS, PO	
s 57B(2)	Duty to consider certain matters in determining whether notice should be given	DCC, MRS, PC, POS, PO	
s 57C(1)	Duty to give copy of amended application to referral authority	DCC, MRS, PC, POS, PO, AOSLL, AOP, PA	
s 58	Duty to consider every application for a permit	DCC, MRS, PC, POS, PO	
s 58A	Power to request advice from the Planning Application Committee	CEO, DCC, MRS, PC	
s 60	Duty to consider certain matters	DCC, MRS, PC, POS, PO	
s 60(1A)	Duty to consider certain matters	DCC, MRS, PC, POS, PO	
s 60(1B)	Duty to consider number of objectors in considering whether use or development may have significant social effect	DCC, MRS, PC, POS, PO	

<u>PLANNING AND ENVIRONMENT ACT 1987</u>			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 61(1)	Power to determine permit application, either to decide to grant a permit, to decide to grant a permit with conditions or to refuse a permit application	CEO, DCC, MRS, PC	1. The permit must not be inconsistent with a cultural heritage management plan under the <i>Aboriginal Heritage Act 2006</i> 2. Exercise of delegation must align with any approved operational guidelines in operation at time of decision
s 61(2)	Duty to decide to refuse to grant a permit if a relevant determining referral authority objects to grant of permit	DCC, MRS, PC, POS, PO	
s 61(2A)	Power to decide to refuse to grant a permit if a relevant recommending referral authority objects to the grant of permit	CEO, DCC, MRS, PC	
s 61(3)(a)	Duty not to decide to grant a permit to use coastal Crown land without Minister's consent	not delegated	
s 61(3)(b)	Duty to refuse to grant the permit without the Minister's consent	not delegated	
s 61(4)	Duty to refuse to grant the permit if grant would authorise a breach of a registered restrictive covenant	DCC, MRS, PC, POS, PO	
s 62(1)	Duty to include certain conditions in deciding to grant a permit	DCC, MRS, PC, POS, PO	
s 62(2)	Power to include other conditions	CEO, DCC, MRS, PC, POS	
s 62(4)	Duty to ensure conditions are consistent with paragraphs (a),(b) and (c)	DCC, MRS, PC, POS, PO	
s 62(5)(a)	Power to include a permit condition to implement an approved development contributions plan or an approved infrastructure contributions plan	CEO, DCC, MRS, PC	Note: The scope of approved infrastructure contributions plans has been expanded by the Planning Amendment (Better Decisions Made Faster) Act 2026 (No. 3 of 2026) to include works outside the ICP plan area, plan administration costs, and relevant land acquisitions.

<u>PLANNING AND ENVIRONMENT ACT 1987</u>			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 62(5)(b)	Power to include a permit condition that specified works be provided on or to the land or paid for in accordance with s 173 agreement	CEO, DCC, MRS, PC	
s 62(5)(c)	Power to include a permit condition that specified works be provided or paid for by the applicant	CEO, DCC, MRS, PC	
s 62(6)(a)	Duty not to include a permit condition requiring a person to pay an amount for or provide works except in accordance with ss 46N(1), 46GV(7) or 62(5)	DCC, MRS, PC, POS, PO	
s 62(6)(b)	Duty not to include a permit condition requiring a person to pay an amount for or provide works except a condition that a planning scheme requires to be included as referred to in s 62(1)(a)	DCC, MRS, PC, POS, PO	
s 63	Duty to issue the permit where made a decision in favour of the application (if no one has objected)	DCC, MRS, PC, POS, PO	
s 64(1)	Duty to give notice of decision to grant a permit to applicant and objectors	DCC, MRS, PC, POS, PO	This provision applies also to a decision to grant an amendment to a permit - see s 75
s 64(3)	Duty not to issue a permit until after the specified period	DCC, MRS, PC, POS, PO	This provision applies also to a decision to grant an amendment to a permit - see s 75
s 64(5)	Duty to give each objector a copy of an exempt decision	DCC, MRS, PC, POS, PO	This provision applies also to a decision to grant an amendment to a permit - see s 75
s 64A	Duty not to issue permit until the end of a period when an application for review may be lodged with VCAT or until VCAT has determined the application, if a relevant recommending referral authority has objected to the grant of a permit	DCC, MRS, PC, POS, PO	This provision applies also to a decision to grant an amendment to a permit - see s 75A
s 65(1)	Duty to give notice of refusal to grant permit to applicant and person who objected under s 57	DCC, MRS, PC, POS, PO, AOSLL, AOP, PA	
s 66(1)	Duty to give notice under s 64 or s 65 and copy permit to relevant determining referral authorities	DCC, MRS, PC, POS, PO, AOSLL, AOP, PA	

<u>PLANNING AND ENVIRONMENT ACT 1987</u>			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 66(2)	Duty to give a recommending referral authority notice of its decision to grant a permit	DCC, MRS, PC, POS, PO, AOSLL, AOP, PA	If the recommending referral authority objected to the grant of the permit or the responsible authority decided not to include a condition on the permit recommended by the recommending referral authority
s 66(4)	Duty to give a recommending referral authority notice of its decision to refuse a permit	DCC, MRS, PC, POS, PO, AOSLL, AOP, PA	If the recommending referral authority objected to the grant of the permit or the recommending referral authority recommended that a permit condition be included on the permit
s 66(6)	Duty to give a recommending referral authority a copy of any permit which Council decides to grant and a copy of any notice given under s 64 or 65	DCC, MRS, PC, POS, PO, AOSLL, AOP, PA	If the recommending referral authority did not object to the grant of the permit or the recommending referral authority did not recommend a condition be included on the permit
s 69(1)	Function of receiving application for extension of time of permit	DCC, MRS, PC, POS, PO, AOSLL, AOP, PA	
s 69(1A)	Function of receiving application for extension of time to complete development	DCC, MRS, PC, POS, PO, AOSLL, AOP, PA	
s 69(2)	Power to extend time	CEO, DCC, MRS, PC, POS	
s 70	Duty to make copy permit available in accordance with public availability requirements	DCC, MRS, PC, POS, PO, AOSLL, AOP, PA	
s 71(1)	Power to correct certain mistakes	CEO, DCC, MRS, PC, POS	

<u>PLANNING AND ENVIRONMENT ACT 1987</u>			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 71(2)	Duty to note corrections in register	DCC, MRS, PC, POS, PO, AOSLL, AOP, PA	
s 73	Power to decide to grant amendment subject to conditions	CEO, DCC, MRS, PC, POS	
s 74	Duty to issue amended permit to applicant if no objectors	DCC, MRS, PC, POS, PO	
s 76	Duty to give applicant and objectors notice of decision to refuse to grant amendment to permit	DCC, MRS, PC, POS, PO, AOSLL, AOP, PA	
s 76A(1)	Duty to give relevant determining referral authorities copy of amended permit and copy of notice	DCC, MRS, PC, POS, PO, AOSLL, AOP, PA	
s 76A(2)	Duty to give a recommending referral authority notice of its decision to grant an amendment to a permit	DCC, MRS, PC, POS, PO, AOSLL, AOP, PA	If the recommending referral authority objected to the amendment of the permit or the responsible authority decided not to include a condition on the amended permit recommended by the recommending referral authority
s 76A(4)	Duty to give a recommending referral authority notice of its decision to refuse a permit	DCC, MRS, PC, POS, PO, AOSLL, AOP, PA	If the recommending referral authority objected to the amendment of the permit or the recommending referral authority recommended that a permit condition be included on the amended permit
s 76A(6)	Duty to give a recommending referral authority a copy of any amended permit which Council decides to grant and a copy of any notice given under s 64 or 76	DCC, MRS, PC, POS, PO, AOSLL, AOP, PA	If the recommending referral authority did not object to the amendment of the permit or the recommending referral authority did not recommend a condition be included on the amended permit

<u>PLANNING AND ENVIRONMENT ACT 1987</u>			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 76D	Duty to comply with direction of Minister to issue amended permit	DCC, MRS, PC, POS, PO	
s 83	Function of being respondent to an appeal	DCC, MRS, PC, POS, PO	
s 83B	Duty to give or publish notice of application for review	DCC, MRS, PC, POS, PO	
s 84(1)	Power to decide on an application at any time after an appeal is lodged against failure to grant a permit	CEO, DCC, MRS, PC	
s 84(2)	Duty not to issue a permit or notice of decision or refusal after an application is made for review of a failure to grant a permit	DCC, MRS, PC, POS, PO	
s 84(3)	Duty to tell principal registrar if decide to grant a permit after an application is made for review of its failure to grant a permit	DCC, MRS, PC, POS, PO	
s 84(6)	Duty to issue permit on receipt of advice within 3 business days	DCC, MRS, PC, POS, PO	
s 84AB	Power to agree to confining a review by the Tribunal	CEO, DCC, MRS, PC	
s 86	Duty to issue a permit at order of Tribunal within 3 business days	DCC, MRS, PC, POS, PO	
s 87(3)	Power to apply to VCAT for the cancellation or amendment of a permit	CEO, DCC, MRS, PC	
s 90(1)	Function of being heard at hearing of request for cancellation or amendment of a permit	DCC, MRS, PC, POS, PO	
s 91(2)	Duty to comply with the directions of VCAT	DCC, MRS, PC, POS, PO	
s 91(2A)	Duty to issue amended permit to owner if Tribunal so directs	DCC, MRS, PC, POS, PO	
s 92	Duty to give notice of cancellation/amendment of permit by VCAT to persons entitled to be heard under s 90	DCC, MRS, PC, POS, PO	
s 93(2)	Duty to give notice of VCAT order to stop development	DCC, MRS, PC, POS, PO, CPC	

<u>PLANNING AND ENVIRONMENT ACT 1987</u>			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 95(3)	Function of referring certain applications to the Minister	DCC, MRS, PC, POS, PO	
s 95(4)	Duty to comply with an order or direction	DCC, MRS, PC, POS, PO	
s 96(1)	Duty to obtain a permit from the Minister to use and develop its land	DA, DCC, MGF, MRS, SPC, SPS, SP, PC, POS, PO	
s 96(2)	Function of giving consent to other persons to apply to the Minister for a permit to use and develop Council land	CEO, DA, DCC	
s 96A(2) (amended)	Power to agree to consider an application for permit concurrently with preparation of proposed amendment	CEO, DA, DCC, MGF, MRS, SPC, SPS, SP,	The request to prepare the amendment must be made under section 16A. Delegate must not agree to consider the application for the permit concurrently with the preparation of the proposed amendment unless it has made a decision under section 16B(a) to apply to the Minister for authorisation to prepare the amendment, with or without changes, under section 16F.
s 96C	Power to give notice, to decide not to give notice, to publish notice and to exercise any other power under s 96C	CEO, DA, DCC, MGF, MRS, SPC, SPS, SP, PC, POS, PO	
s 96F	Duty to consider the panel's report under s 96E	DA, DCC, MGF, MRS, SPC, SPS, SP, PC	
s 96G(1)	Power to determine to recommend that a permit be granted or to refuse to recommend that a permit be granted and power to notify applicant of the determination (including power to give notice under s 23 of the <i>Planning and Environment (Planning Schemes) Act 1996</i>)	CEO, DA, DCC, MGF, MRS, SPC PC	

<u>PLANNING AND ENVIRONMENT ACT 1987</u>			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 96H(3)	Power to give notice in compliance with Minister's direction	CEO, DA, DCC, MGF, MRS, SPC, SPS, SP, PC	
s 96J	Duty to issue permit as directed by the Minister	DA, DCC, MGF, MRS, SPC, SPS, SP, PC	
s 96K	Duty to comply with direction of the Minister to give notice of refusal	DA, DCC, MGF, MRS, SPC, SPS, SP, PC	
s 96Z (amended)	Duty to keep levy certificates and levy exemption certificates given to it under ss 47 or 96A for no less than 5 years from receipt of the certificate	CEO, DA, DCC, MGF, MRS, SPC, PC, POS, SPS, SP	
s 97C	Power to request Minister to decide the application	CEO, DCC, MRS	
s 97D(1)	Duty to comply with directions of Minister to supply any document or assistance relating to application	DCC, MRS, PC, POS, PO, AOSLL, AOP, PA	
s 97G(3)	Function of receiving from Minister copy of notice of refusal to grant permit or copy of any permit granted by the Minister	DCC, MRS, PC, POS, PO, AOSLL, AOP, PA	
s 97G(6)	Duty to make a copy of permits issued under s 97F available in accordance with public availability requirements	DCC, MRS, PC, POS, PO, AOSLL, AOP, PA	
s 97L	Duty to include Ministerial decisions in a register kept under s 49	DCC, MRS, PC, POS, PO, AOSLL, AOP, PA	
s 97MH	Duty to provide information or assistance to the Planning Application Committee	DCC, MRS, PC, POS, PO	
s 97MI	Duty to contribute to the costs of the Planning Application Committee or subcommittee	CEO, DCC, MRS, PC	Within Financial Delegations

<u>PLANNING AND ENVIRONMENT ACT 1987</u>			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 97O	Duty to consider application and issue or refuse to issue certificate of compliance	DCC, MRS, PC	
s 97P(3)	Duty to comply with directions of VCAT following an application for review of a failure or refusal to issue a certificate	DCC, MRS, PC, POS, PO	
s 97Q(2)	Function of being heard by VCAT at hearing of request for amendment or cancellation of certificate	DCC, MRS, PC, POS, PO	
s 97Q(4)	Duty to comply with directions of VCAT	DCC, MRS, PC, POS, PO	
s 97R	Duty to keep register of all applications for certificate of compliance and related decisions	DCC, MRS, PC, POS, PO, AOSLL, AOP, PA	
s 98(1)&(2)	Function of receiving claim for compensation in certain circumstances	DA, DCC, MGF, MRS, SPC, SPS, SP, PC	
s 98(4)	Duty to inform any person of the name of the person from whom compensation can be claimed	DA, DCC, MGF, MRS, SPC, SPS, SP, PC	
s 101	Function of receiving claim for expenses in conjunction with claim	DA, DCC, MGF, MRS, SPC, SPS, SP, PC	
s 103	Power to reject a claim for compensation in certain circumstances	CEO, DA, DCC, MGF, MRS	
s 107(1)	Function of receiving claim for compensation	DA, DCC, MGF, MRS, SPC, SPS, SP, PC	
s 107(3)	Power to agree to extend time for making claim	CEO, DA, DCC, MGF, MRS	
s 113(2)	Power to request a declaration for land to be proposed to be reserved for public purposes	CEO, DA, DCC, MGF, MRS	

<u>PLANNING AND ENVIRONMENT ACT 1987</u>			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 114(1)	Power to apply to the VCAT for an enforcement order	CEO, DCC, MRS, PC, POS, PO, CPC	
s 117(1)(a)	Function of making a submission to the VCAT where objections are received	DCC, MRS, PC, POS, PO, CPC	
s 120(1)	Power to apply for an interim enforcement order where s 114 application has been made	CEO, DCC, MRS, PC, POS, PO, CPC	
s 123(1)	Power to carry out work required by enforcement order and recover costs	CEO, DCC, MRS, PC, POS, PO, CPC	
s 123(2)	Power to sell buildings, materials, etc salvaged in carrying out work under s 123(1)	CEO, DA, DCC, MGF, MRS	Except Crown Land
s 126B	Power to commence criminal proceedings	DA, DCC, MGF, MRS, SPC, PC, CPC	
s 129	Function of recovering penalties	DCC, MRS, PC, POS, PO, CPC	
s 130(5)	Power to allow person served with an infringement notice further time	CEO, DCC, MRS, PC, CPC	
s 132B	Power to make application for specific orders	DA, DCC, MGF, MRS, SPC, PC, CPC	
s 132C	Power to make application for adverse publicity orders	DA, DCC, MGF, MRS, SPC, PC, CPC	
s 132D	Power to apply for commercial benefits orders	DA, DCC, MGF, MRS, SPC, PC, CPC	
s 132E	Power to apply for supervisory intervention orders	DA, DCC, MGF, MRS, SPC, PC, CPC	

<u>PLANNING AND ENVIRONMENT ACT 1987</u>			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 132G	Power to apply for industry exclusion orders	DA, DCC, MGF, MRS, SPC, PC, CPC	
s 132J	Power to apply for contravention orders	DA, DCC, MGF, MRS, SPC, PC, CPC	
s 133A	Power for an authorised person to be assisted by a relevant expert	Authorised Officers	Council employees authorised under section 147(4) of the <i>Planning and Environment Act 1987</i>
s 134A	Power for immediate entry of land	Authorised Officers	Council employees authorised under section 147(4) of the <i>Planning and Environment Act 1987</i>
s 147A	Power to issue an identity card to each authorised officer	CEO, DCC, MPG, GO, GSO	
s 149A(1)	Power to refer a matter to the VCAT for determination	CEO, DCC, MRS, PC, POS, PO, CPC	
s 149A(1A)	Power to apply to VCAT for the determination of a matter relating to the interpretation of a s 173 agreement	CEO, DCC, MRS, PC, POS, PO, CPC	
s 149B	Power to apply to the Tribunal for a declaration	CEO, DCC, MRS, PC, POS, PO, CPC	
s 156	Duty to pay fees and allowances (including a payment to the Crown under s 156(2A)), and payment or reimbursement for reasonable costs and expenses incurred by the panel in carrying out its functions unless the Minister directs otherwise under s 156(2B) power to ask for contribution under s 156(3) and power to abandon amendment or part of it under s 156(4)	DA, DCC, MGF, SPC, SPS, SP	Where Council is the relevant planning authority
s 158F	Power to make submissions in response to a directions panel	CEO, DA, MGF, SPC, SPS, SP	

PLANNING AND ENVIRONMENT ACT 1987			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 171(2)(f)	Power to carry out studies and commission reports	CEO, DA, DCC, MGF, MRS, SPC, SPS, SP, PC, CPC	
s 171(2)(g)	Power to grant and reserve easements	CEO, DA, DCC, MGF, MRS	
s 172C	Power to compulsorily acquire any outer public purpose land that is specified in the approved infrastructure contributions plan	not delegated	Where Council is a development agency specified in an approved infrastructure contributions plan <i>As previously stated, ICPs do not apply to Alpine Shire Council.</i>
s 172D(1)	Power to compulsorily acquire any inner public purpose land that is specified in the plan before the time that the land is required to be provided to Council under s 46GV(4)	not delegated	Where Council is a collecting agency specified in an approved infrastructure contributions plan
s 172D(2)	Power to compulsorily acquire any inner public purpose land, the use and development of which is to be the responsibility of Council under the plan, before the time that the land is required to be provided under s 46GV(4)	not delegated	Where Council is the development agency specified in an approved infrastructure contributions plan
s 173(1)	Power to enter into agreement covering matters set out in s 174	CEO, DCC	
s 173(1A)	Power to enter into an agreement with an owner of land for the development or provision of land in relation to affordable housing	not delegated	Where Council is the relevant responsible authority
---	Power to decide whether something is to the satisfaction of Council, where an agreement made under s 173 of the <i>Planning and Environment Act 1987</i> requires something to be to the satisfaction of Council or Responsible Authority	CEO, DA, DCC, MGF, MRS, SPC, SPS, PC, POS, CPC	
---	Power to give consent on behalf of Council, where an agreement made under s 173 of the <i>Planning and Environment Act 1987</i> requires that something may not be done without the consent of Council or Responsible Authority	CEO, DA, DCC, MGF, MRS, SPC PC	
s 177(2)	Power to end a s 173 agreement with the agreement of all those bound by any covenant in the agreement or otherwise in accordance with Division 2 of Part 9	CEO, DCC, MRS, PC	

PLANNING AND ENVIRONMENT ACT 1987			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 178	Power to amend a s 173 agreement with the agreement of all those bound by any covenant in the agreement or otherwise in accordance with Division 2 of Part 9	CEO, DCC, MRS, PC	
s 178A(1)	Function of receiving application to amend or end an agreement	DCC, MRS, PC, POS, PO, AOSLL, AOP, PA	
s 178A(3)	Function of notifying the owner as to whether it agrees in principle to the proposal under s 178A(1)	DCC, MRS, PC	
s 178A(4)	Function of notifying the applicant and the owner as to whether it agrees in principle to the proposal	DCC, MRS, PC	
s 178A(5)	Power to propose to amend or end an agreement	CEO, DCC, MRS, PC	
s 178B(1)	Duty to consider certain matters when considering proposal to amend an agreement	DCC, MRS, PC	
s 178B(2)	Duty to consider certain matters when considering proposal to end an agreement	DCC, MRS, PC	
s 178C(2)	Duty to give notice of the proposal to all parties to the agreement and other persons who may be detrimentally affected by decision to amend or end	DCC, MRS, POS, PO, AOSLL, AOP, PA	
s 178C(4)	Function of determining how to give notice under s 178C(2)	DCC, MRS, POS, PO	
s 178E(1)	Duty not to make decision until after 14 days after notice has been given	DCC, MRS, POS, PO	
s 178E(2)(a)	Power to amend or end the agreement in accordance with the proposal	CEO, DCC, MRS, PC	If no objections are made under s 178D. Must consider matters in s 178B
s 178E(2)(b)	Power to amend or end the agreement in a manner that is not substantively different from the proposal	CEO, DCC, MRS, PC	If no objections are made under s 178D. Must consider matters in s 178B
s 178E(2)(c)	Power to refuse to amend or end the agreement	CEO, DCC, MRS, PC	If no objections are made under s 178D. Must consider matters in s 178B
s 178E(3)(a)	Power to amend or end the agreement in accordance with the proposal	CEO, DCC, MRS, PC	After considering objections, submissions and matters in s 178B.

<u>PLANNING AND ENVIRONMENT ACT 1987</u>			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 178E(3)(b)	Power to amend or end the agreement in a manner that is not substantively different from the proposal	CEO, DCC, MRS, PC	After considering objections, submissions and matters in s 178B
s 178E(3)(c)	Power to amend or end the agreement in a manner that is substantively different from the proposal	CEO, DCC, MRS, PC	After considering objections, submissions and matters in s 178B
s 178E(3)(d)	Power to refuse to amend or end the agreement	CEO, DCC, MRS, PC	After considering objections, submissions and matters in s 178B
s 178F(1)	Duty to give notice of its decision under s 178E(3)(a) or (b)	DCC, MRS, POS, PO, AOSLL, AOP, PA	
s 178F(2)	Duty to give notice of its decision under s 178E(2)(c) or (3)(d)	DCC, MRS, POS, PO, AOSLL, AOP, PA	
s 178F(4)	Duty not to proceed to amend or end an agreement under s 178E until at least 21 days after notice has been given or until an application for review to the Tribunal has been determined or withdrawn	DCC, MRS, PC	
s 178G	Duty to sign amended agreement and give copy to each other party to the agreement	DCC, MRS, PC	
s 178H	Power to require a person who applies to amend or end an agreement to pay the costs of giving notices and preparing the amended agreement	CEO, DCC, MRS, PC, POS, PO	
s 178I(3)	Duty to notify, in writing, each party to the agreement of the ending of the agreement relating to Crown land	DCC, MRS, POS, PO, AOSLL, AOP, PA	
s 179(2)	Duty to make a copy of each agreement available in accordance with the public availability requirements	DCC, MRS, POS, PO, AOSLL, AOP, PA	
s 181	Duty to apply to the Registrar of Titles to record the agreement	DCC, MRS, POS, PO	
s 181(1A)(a)	Power to apply to the Registrar of Titles to record the agreement	CEO, DCC, MRS, POS, PO	
s 181(1A)(b)	Duty to apply to the Registrar of Titles, without delay, to record the agreement	DCC, MRS, POS, PO	

<u>PLANNING AND ENVIRONMENT ACT 1987</u>			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 182	Power to enforce an agreement	CEO, DCC, MRS, PC, POS, PO, CPC	
s 183	Duty to tell Registrar of Titles of ending/amendment of agreement	DCC, MRS, POS, PO	
s 184F(1)	Power to decide to amend or end an agreement at any time after an application for review of the failure of Council to make a decision	CEO, DCC, MRS, PC	
s 184F(2)	Duty not to amend or end the agreement or give notice of the decision after an application is made to VCAT for review of a failure to amend or end an agreement	DCC, MRS, PC	
s 184F(3)	Duty to inform the principal registrar if the responsible authority decides to amend or end an agreement after an application is made for the review of its failure to end or amend the agreement	DCC, MRS, POS, PO	
s 184F(5)	Function of receiving advice from the principal registrar that the agreement may be amended or ended in accordance with Council's decision	DCC, MRS, POS, PO, AOSLL, AOP, PA	
s 184G(2)	Duty to comply with a direction of the Tribunal	DCC, MRS, POS, PO, AOSLL, AOP, PA	
s 184G(3)	Duty to give notice as directed by the Tribunal	DCC, MRS, POS, PO, AOSLL, AOP, PA	
s 185B(1)	Duty to comply with a request from the Minister to provide the name, address, email address or telephone number of any person to whom the Minister is required to give notice	DA, DCC, MGF, MRS, SPC, SPS, SP, PC, POS, PO, CPC, AOSLL, AOP, PA	
s 198(1)	Function to receive application for planning certificate	DCC, MRS, PC, POS, PO, AOSLL, AOP, PA	

<u>PLANNING AND ENVIRONMENT ACT 1987</u>			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 199(1)	Duty to give planning certificate to applicant	DCC, MRS, PC, POS, PO, AOSLL, AOP, PA	
s 201(1)	Function of receiving application for declaration of underlying zoning	DA, DCC, MGF, MRS, SPC, SPS, SP, PC, POS, PO, AOSLL, AOP, PA	
s 201(3)	Duty to make declaration	DA, DCC, MGF, MRS, SPC, SPS, PC, POS	
-	Power to decide, in relation to any planning scheme or permit, that a specified thing has or has not been done to the satisfaction of Council	CEO, DCC, MRS, PC, POS	
-	Power to decide, in relation to any planning scheme or permit, that a specified thing may be altered or modified with Council's consent	CEO, DCC, MRS, PC, POS	
-	Power to decide, in relation to any planning scheme or permit, that a specified thing may be done subject to Council's prior consent or must not be done without Council's prior consent	CEO, DCC, MRS, PC, POS	
-	Power to decide, in relation to any planning scheme or permit, that a specified thing is required to be approved and or endorsed by Council	CEO, DCC, MRS, PC, POS	
-	Power, in relation to any planning scheme or permit, to consent or refuse to consent to any matter which requires the consent or approval of Council	CEO, DCC, MRS, PC, POS	
-	Power to approve and or endorse any plan or any amendment to a plan or other document in accordance with a provision of a planning scheme or condition in a permit	CEO, DCC, MRS, PC, POS	
-	Power to give written authorisation in accordance with a provision of a planning scheme	CEO, DCC, MRS, PC, POS	
s 201UAB(1)	Function of providing the Victoria Planning Authority with information relating to any land within municipal district	not delegated	GAIC does not apply to Alpine Shire Council.
s 201UAB(2)	Duty to provide the Victoria Planning Authority with information requested under s 201UAB(1) as soon as possible	not delegated	GAIC does not apply to Alpine Shire Council.

PLANNING AND ENVIRONMENT INTERIM REGULATIONS 2026			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS AND LIMITATIONS
r 6	Function of receiving notice, under s 19(1)(c) of the Act, from a planning authority of its preparation of an amendment to a planning scheme	DA, DCC, MGF, MRS, SPC, SPS, SP, PC, POS, PO, AOSLL, AOP, PA	Where Council is not the planning authority and the amendment affects land within its municipal district; or Where the amendment will amend the planning scheme to designate Council as an acquiring authority. Note: The <i>Planning and Environment Interim Regulations 2026</i> will be revoked on 8 May 2027, it is anticipated that new regulations will commence prior to this date.
r 21	Power of responsible authority to require a permit applicant to verify information (by statutory declaration or other written confirmation satisfactory to the responsible authority) in an application for a permit or to amend a permit or any information provided under s 54 of the Act	CEO, DCC, MRS, PC, POS, PO	Note: The <i>Planning and Environment Interim Regulations 2026</i> will be revoked on 8 May 2027, it is anticipated that new regulations will commence prior to this date.
r 25(a)	Duty to make copy of matter considered under s 60(1A)(g) available in accordance with the public availability requirements	DCC, MRS, PC, POS, PO, AOSLL, AOP, PA	Where Council is the responsible authority Note: The <i>Planning and Environment Interim Regulations 2026</i> will be revoked on 8 May 2027, it is anticipated that new regulations will commence prior to this date.
r 25(b)	Function of receiving a copy of any document considered under s 60(1A)(g) by the responsible authority and duty to make the document available in accordance with the public availability requirements	DCC, MRS, PC, POS, PO, AOSLL, AOP, PA	Where Council is not the responsible authority but the relevant land is within Council's municipal district Note: The <i>Planning and Environment Interim Regulations 2026</i> will be revoked on 8 May 2027, it is anticipated that new regulations will commence prior to this date.

PLANNING AND ENVIRONMENT INTERIM REGULATIONS 2026			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS AND LIMITATIONS
r 42	Function of receiving notice under s 96C(1)(c) of the Act from a planning authority of its preparation of a combined application for an amendment to a planning scheme and notice of a permit application	DA, DCC, MGF, MRS, SPC, SPS, SP, PC, POS, PO, AOSLL, AOP, PA	Where Council is not the planning authority and the amendment affects land within Council's municipal district; or Where the amendment will amend the planning scheme to designate Council as an acquiring authority. Note: The <i>Planning and Environment Interim Regulations 2026</i> will be revoked on 8 May 2027, it is anticipated that new regulations will commence prior to this date.

<u>PLANNING AND ENVIRONMENT (FEES) REGULATIONS 2016</u>			Return to Table of Contents
		Column 3	
PROVISION	THING DELEGATED		CONDITIONS AND LIMITATIONS
r 19	Power to waive or rebate a fee relating to an amendment of a planning scheme	CEO, DA, DCC, MGF, MRS	
r20	Power to waive or rebate a fee other than a fee relating to an amendment to a planning scheme	CEO, DA, DCC, MGF, MRS	
r 21	Duty to record matters taken into account and which formed the basis of a decision to waive or rebate a fee under r19 or 20	CEO, DA, DCC, MGF, MRS	

<u>RESIDENTIAL TENANCIES ACT 1997</u>			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 518F	Power to issue notice to caravan park regarding emergency management plan if determined that the plan does not comply with the requirements	CEO, DCC, DA, MCD, EMC, MRS, BSM, EHC, EHO, CPC, MOP, PRCC	
s 522(1)	Power to give a compliance notice to a person	CEO, DCC, MRS, MCE, EHC, EHO, PRCC, FAO, EC	
s 525(2)	Power to authorise an officer to exercise powers in s 526 (either generally or in a particular case)	CEO	
s 525(4)	Duty to issue identity card to authorised officers	GO, GSO	
s 526(5)	Duty to keep record of entry by authorised officer under s 526	MRS, MGF, EHC, EHO, AOBEL, PRCC, FAO	
s 526A(3)	Function of receiving report of inspection	CEO	
s 527	Power to authorise a person to institute proceedings (either generally or in a particular case)	CEO	

<u>RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2024</u>			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r 7	Power to enter into a written agreement with a caravan park owner	CEO, DCC, MRS, CPC, EHC, EHO	
r 10	Function of receiving application for registration	MRS, EHC, EHO, AOBEH	
r 11	Function of receiving application for renewal of registration	MRS, EHC, EHO, AOBEH	
r 12(1)	Duty to grant the registration if satisfied that the caravan park complies with these regulations	CEO, DCC, MRS, EHC, EHO	
r 12(1)	Power to refuse to grant the registration if not satisfied that the caravan park complies with these regulations	CEO, DCC, MRS, EHC, EHO	
r 12(2)	Duty to renew the registration if satisfied that the caravan park complies with these regulations	CEO, DCC, MRS, EHC, EHO	
r 12(2)	Power to refuse to renew the registration if not satisfied that the caravan park complies with these regulations	CEO, DCC, MRS, EHC, EHO	
r 12(3)	Duty to have regard to matters in determining an application for registration or an application for renewal of registration	CEO, DCC, MRS, EHC, EHO	
r 12(4) & (5)	Duty to issue certificate of registration	CEO, DCC, MRS, EHC, EHO	
r 14(1)	Function of receiving notice of transfer of ownership	MRS, BSM, BSMD, BSL, BSU, EHC, EHO, AOBEL	
r 14(3)	Power to determine where notice of transfer is displayed	MRS, EHC, EHO	

<u>RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2024</u>			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r 15(1)	Duty to transfer registration to new caravan park owner	MRS, EHC, EHO	
r 15(2)	Duty to issue a certificate of transfer of registration	MRS, EHC, EHO	
r 15(3)	Power to determine where certificate of transfer of registration is displayed	MRS, EHC, EHO	
r 16(1)	Power to determine the fee to accompany applications for registration or applications for renewal of registration	MRS, EHC, EHO	
r 17	Duty to keep register of caravan parks	MRS, BSM, BSMD, BSL, BSU, EHC, EHO, AOBEL	
r 21(1)	Duty to notify a caravan park owner of the relevant emergency services agencies for the caravan park, on the request of the caravan park owner	MRS, EHC, EHO, AOBEL	
r 21(2)	Duty to consult with relevant emergency services agencies	DCC, MRS, CPC, EHC, EHO	
r 22	Power to determine places in which caravan park owner must display a copy of emergency procedures	MRS, EHC, EHO	
r 23	Power to determine places in which caravan park owner must display copy of public emergency warnings	MRS, EHC, EHO, BSM, BSMD, BSL, BSU	
r 24(2)	Power to consult with relevant floodplain management authority	MRS, EHC, EHO, BSM, BSMD, BSL, BSU	
r 26(b)(i)	Power to approve system for the discharge of sewage and wastewater from a movable dwelling	MRS, EHC, EHO	

<u>RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2024</u>			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r 38	Function of receiving notice of proposed installation of unregistrable movable dwelling or rigid annexe	MRS, BSM, BSMD, BSL, BSU EHC, EHO, AOBEL	
r 38(b)	Power to require notice of proposal to install unregistrable movable dwelling or rigid annexe	DCC, MRS, CPC, EHC, EHO	
r 39(3)	Function of receiving installation certificate	MRS, BSM, BSMD, BSL, BSU, EHC, EHO, AOBEL	
r 45(3)	Power to determine places in which caravan park owner must display name and telephone number of an emergency contact person	MRS, BSM, BSMD, BSL, BSU, EHC, EHO	
r 45(5)	Power to determine places in which caravan park owner must display the certificate of registration or certificate of renewal of registration, the plan of the caravan park and a copy of the caravan park rules	MRS, BSM, BSMD, BSL, BSU, EHC, EHO	

ROAD MANAGEMENT ACT 2004			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 11(1)	Power to declare a road by publishing a notice in the Government Gazette	CEO	Obtain consent in circumstances specified in s 11(2)
s 11(8)	Power to name a road or change the name of a road by publishing notice in Government Gazette	CEO	
s 11(9)(b)	Duty to advise Registrar	DA, DCC, MAW, MOP, MRS	
s 11(10)	Duty to inform Secretary to Department of Environment, Land, Water and Planning of declaration etc.	DA, DCC, MAW, MOP, MRS	Subject to s 11(10A)
s 11(10A)	Duty to inform Secretary to Department of Environment, Land, Water and Planning or nominated person	DA, DCC, MAW, MOP, MRS	Where Council is the coordinating road authority
s 12(2)(b)	Function of providing consent to the Head, Transport for Victoria for the discontinuance of a road or part of a road	DA, DCC, MAW, MOP, MRS	
s 12(10)	Duty to notify of decision made	DA, MAW	Duty of coordinating road authority where it is the discontinuing body. Does not apply where an exemption is specified by the regulations or given by the Minister
s 13(1)	Power to fix a boundary of a road by publishing notice in Government Gazette	CEO, DA, MAW	Power of coordinating road authority and obtain consent under s 13(3) and s 13(4) as appropriate
s 14(4)	Function of receiving notice from the Head, Transport for Victoria	CEO, DA	
s 14(7)	Power to appeal against decision of the Head, Transport for Victoria	CEO, DA	

ROAD MANAGEMENT ACT 2004			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 15(1)	Power to enter into arrangement with another road authority, utility or a provider of public transport to transfer a road management function of the road authority to the other road authority, utility or provider of public transport	CEO, DA	
s 15(1A)	Power to enter into arrangement with a utility to transfer a road management function of the utility to the road authority	CEO, DA	
s 15(2)	Duty to include details of arrangement in public roads register	DA, MAW, MOP, GISAO, ECO, EDC, EDS, EOP, TIO, AMC	
s 16(7)	Power to enter into an arrangement under s 15	CEO, DA, DCC	
s 16(8)	Duty to enter details of determination in public roads register	DA, MAW, MOP, GISAO, ECO, EDC, EDS, EOP, TIO, AMC	
s 17(2)	Duty to register public road in public roads register	DA, MAW, MOP, GISAO, ECO, EDC, EDS, EOP, TIO, AMC	Where Council is the coordinating road authority
s 17(3)	Power to decide that a road is reasonably required for general public use	CEO, DA	Where Council is the coordinating road authority
s 17(3)	Duty to register a road reasonably required for general public use in public roads register	DA, MAW, MOP, GISAO, ECO, EDC, EDS, EOP, TIO, AMC	Where Council is the coordinating road authority
s 17(4)	Power to decide that a road is no longer reasonably required for general public use	CEO, DA, DCC	Where Council is the coordinating road authority

ROAD MANAGEMENT ACT 2004			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 17(4)	Duty to remove road no longer reasonably required for general public use from public roads register	DA, MAW, MOP, GISAO, ECO, EDC, EDS, EOP, TIO, AMC	Where Council is the coordinating road authority
s 18(1)	Power to designate ancillary area	CEO, DA	Where Council is the coordinating road authority, and obtain consent in circumstances specified in s 18(2)
s 18(3)	Duty to record designation in public roads register	DA, MAW, MOP, GISAO, ECO, EDC, EDS, EOP, TIO, AMC	Where Council is the coordinating road authority
s 19(1)	Duty to keep register of public roads in respect of which it is the coordinating road authority	DA, MAW, MOP, GISAO, ECO, EDC, EDS, EOP, TIO, AMC	
s 19(4)	Duty to specify details of discontinuance in public roads register	DA, MAW, MOP, GISAO, ECO, EDC, EDS, EOP, TIO, AMC	
s 19(5)	Duty to ensure public roads register is available for public inspection	DA, MAW, MOP, GISAO, ECO, EDC, EDS, EOP, TIO, AMC	
s 21	Function of replying to request for information or advice	CEO, DA, MAW, MOP	Obtain consent in circumstances specified in s 11(2)
s 22(2)	Function of commenting on proposed direction	CEO, DA, MAW, MOP	
s 22(4)	Duty to publish a copy or summary of any direction made under s 22 by the Minister in its annual report	CEO, DA, MAW, MOP, GO, GSO	

<u>ROAD MANAGEMENT ACT 2004</u>			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 22(5)	Duty to give effect to a direction under s 22	CEO, DA MAW, MOP	
s 40(1)	Duty to inspect, maintain and repair a public road	DA, MOP, MAW, MOP, CWC, EC, EDC, STLR, STLMTO, TIO	
s 40(5)	Power to inspect, maintain and repair a road which is not a public road	DA, MOP, MAW, MOP, CWC, EC, EDC, STLR, STLMTO, TIO	
s 41(1)	Power to determine the standard of construction, inspection, maintenance and repair	DA, MAW, MOP, ECO, EDC, EDS, EOP, TIO, AMC	
s 42(1)	Power to declare a public road as a controlled access road	CEO, DA	Power of coordinating road authority and sch 2 also applies
s 42(2)	Power to amend or revoke declaration by notice published in Government Gazette	CEO, DA	Power of coordinating road authority and sch 2 also applies
s 42A(3)	Duty to consult with Head, Transport for Victoria and Minister for Local Government before road is specified	DA, MO	Where Council is the coordinating road authority. If road is a municipal road or part thereof
s 42A(4)	Power to approve Minister's decision to specify a road as a specified freight road	CEO, DA	Where Council is the coordinating road authority. If road is a municipal road or part thereof and where road is to be specified a freight road
s 48EA	Duty to notify the owner or occupier of land and provider of public transport on which rail infrastructure or rolling stock is located (and any relevant provider of public transport)	DA, MAW, MOP	Where Council is the responsible road authority, infrastructure manager or works manager

ROAD MANAGEMENT ACT 2004			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 48M(3)	Function of consulting with the relevant authority for purposes of developing guidelines under s 48M	DA, DCC, MAW, MOP, MRS, MGF	
s 49	Power to develop and publish a road management plan	CEO, DA, MAW, MOP, AMC	
s 51	Power to determine standards by incorporating the standards in a road management plan	CEO, DA, MAW, MOP, AMC	
s 53(2)	Power to cause notice to be published in Government Gazette of amendment etc of document in road management plan	CEO, DA	
s 54(2)	Duty to give notice of proposal to make a road management plan	CEO, DA, MAW, MOP, AMC	
s 54(5)	Duty to conduct a review of road management plan at prescribed intervals	CEO, DA, MAW, MOP, AMC	
s 54(6)	Power to amend road management plan	CEO, DA, MAW, MOP, AMC	
s 54(7)	Duty to incorporate the amendments into the road management plan	CEO, DA, MAW, MOP, AMC	
s 55(1)	Duty to cause notice of road management plan to be published in Government Gazette and newspaper	CEO, DA, MAW, MOP, AMC	
s 63(1)	Power to consent to conduct of works on road	CEO, DA, MAW, MOP, AMC, EC, STLR, STLMTO, TIO	Where Council is the coordinating road authority
s 63(2)(e)	Power to conduct or to authorise the conduct of works in, on, under or over a road in an emergency	CEO, DA, MAW, MOP, CWC, ECO, EDC, EDS, EOP, TIO, STLR, STLMTO	Where Council is the infrastructure manager
s 64(1)	Duty to comply with cl 13 of sch 7	DA, MAW, MOP	Where Council is the infrastructure manager or works manager

ROAD MANAGEMENT ACT 2004			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 66(1)	Power to consent to structure etc	DA, DCC, MAW, MOP, MRS, LLO, CPC	Where Council is the coordinating road authority
s 67(2)	Function of receiving the name & address of the person responsible for distributing the sign or bill	DA, DCC, MAW, MOP, MRS, LLO, CPC	Where Council is the coordinating road authority
s 67(3)	Power to request information	DA, DCC, MAW, MOP, MRS, LLO, CPC	Where Council is the coordinating road authority
s 68(2)	Power to request information	DA, DCC, MAW, MOP, MRS, LLO, CPC	Where Council is the coordinating road authority
s 71(3)	Power to appoint an authorised officer	CEO	
s 72	Duty to issue an identity card to each authorised officer	MPG, GO, GSO	
s 85	Function of receiving report from authorised officer	DA, DCC, MAW, MOP, MRS, GO	
s 86	Duty to keep register re s 85 matters	DA, DCC, MAW, MOP, MRS, GO, GSO	
s 87(1)	Function of receiving complaints	CEO, DA, MAW, MOP	
s 87(2)	Duty to investigate complaint and provide report	CEO, DA, DCC, MOP, MAW	
s 96	Power to authorise a person for the purpose of instituting legal proceedings	CEO	
s 112(2)	Power to recover damages in court	CEO, DA	

<u>ROAD MANAGEMENT ACT 2004</u>			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 116	Power to cause or carry out inspection	DA, MAW, MOP	
s 119(2)	Function of consulting with the Head, Transport for Victoria	DA, MAW, MOP	
s 120(1)	Power to exercise road management functions on an arterial road (with the consent of the Head, Transport for Victoria)	DA, MAW, MOP	
s 120(2)	Duty to seek consent of the Head, Transport for Victoria to exercise road management functions before exercising power in s 120(1)	DA, MAW, MOP	
s 121(1)	Power to enter into an agreement in respect of works	DA, MAW, MOP	
s 122(1)	Power to charge and recover fees	DA, DCC, MAW, MOP, MRS, MCO	
s 123(1)	Power to charge for any service	DA, DCC, MAW, MOP, MRS, MCO	
SCHEDULE 2 cl 2(1)	Power to make a decision in respect of controlled access roads	CEO, DA	
SCHEDULE 2 cl 3(1)	Duty to make policy about controlled access roads	CEO, DA	
SCHEDULE 2 cl 3(2)	Power to amend, revoke or substitute policy about controlled access roads	CEO, DA	
SCHEDULE 2 cl 4	Function of receiving details of proposal from the Head, Transport for Victoria	CEO, DA	
SCHEDULE 2 cl 5	Duty to publish notice of declaration	CEO, DA	
SCHEDULE 7 cl 7(1)	Duty to give notice to relevant coordinating road authority of proposed installation of non-road infrastructure or related works on a road reserve	DA, MAW, MOP	Where Council is the infrastructure manager or works manager

ROAD MANAGEMENT ACT 2004			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
SCHEDULE 7 cl 8(1)	Duty to give notice to any other infrastructure manager or works manager responsible for any non-road infrastructure in the area, that could be affected by any proposed installation of infrastructure or related works on a road or road reserve of any road	DA, MAW, MOP	Where Council is the infrastructure manager or works manager
SCHEDULE 7 cl 9(1)	Duty to comply with request for information from a coordinating road authority, an infrastructure manager or a works manager responsible for existing or proposed infrastructure in relation to the location of any non-road infrastructure and technical advice or assistance in conduct of works	DA, MAW, MOP, ECO, EDC, EDS, EOP, TIO	Where Council is the infrastructure manager or works manager responsible for non-road infrastructure
SCHEDULE 7 cl 9(2)	Duty to give information to another infrastructure manager or works manager where becomes aware any infrastructure or works are not in the location shown on records, appear to be in an unsafe condition or appear to need maintenance	DA, MAW, MOP, CWTL, PMD, POD, ECO, EDC, EDS, EOP, TIO, GISAO, AMC	Where Council is the infrastructure manager or works manager
SCHEDULE 7 cl 10(2)	Where Sch 7 cl 10(1) applies, duty to, where possible, conduct appropriate consultation with persons likely to be significantly affected	DA, MAW, MOP, CWTL, PMD, POD, ECO, EDC, EDS, EOP, TIO, GISAO, AMC	Where Council is the infrastructure manager or works manager
SCHEDULE 7 cl 12(2)	Power to direct infrastructure manager or works manager to conduct reinstatement works	DA, MAW, MOP, CWTL, PMD, POD, ECO, EDC, EDS, EOP, TIO	Where Council is the coordinating road authority
SCHEDULE 7 cl 12(3)	Power to take measures to ensure reinstatement works are completed	DA, MAW, MOP, CWTL, PMD, POD, ECO, EDC, EDS, EOP, TIO	Where Council is the coordinating road authority
SCHEDULE 7 cl 12(4)	Duty to ensure that works are conducted by an appropriately qualified person	DA, MAW, MOP, CWTL, PMD, POD, ECO, EDC, EDS, EOP, TIO	Where Council is the coordinating road authority

ROAD MANAGEMENT ACT 2004			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
SCHEDULE 7 cl 12(5)	Power to recover costs	DA, DCC, MAW, MOP, MCO, ACC	Where Council is the coordinating road authority
SCHEDULE 7 cl 13(1)	Duty to notify relevant coordinating road authority within 7 days that works have been completed, subject to sch 7 cl 13(2)	DA, MAW, MOP, CWTL, PMD, POD, ECO, EDC, EDS, EOP, TIO	Where Council is the works manager
SCHEDULE 7 cl 13(2)	Power to vary notice period	CEO, DA	Where Council is the coordinating road authority
SCHEDULE 7 cl 13(3)	Duty to ensure works manager has complied with obligation to give notice under sch 7 cl 13(1)	DA, MAW, MOP, CWTL, PMD, POD, ECO, EDC, EDS, EOP, TIO	Where Council is the infrastructure manager
SCHEDULE 7 cl 16(1)	Power to consent to proposed works	DA, MAW, MOP, CWTL, PMD, POD, ECO, EDC, EDS, EOP, TIO, STLR, STLMTO	Where Council is the coordinating road authority
SCHEDULE 7 cl 16(2B)	Power to refuse to consider an application made under sch 7 cl 16(1) if the application does not comply with sch 7 cl 16(2A)	DA, MAW, MOP, CWTL, PMD, POD, ECO, EDC, EDS, EOP, TIO	Where Council is the coordinating road authority
SCHEDULE 7 cl 16(2C)	Power to request further information in relation to an application made under sch 7 cl 16(1)	DA, MAW, MOP, CWTL, PMD, POD, ECO, EDC, EDS, EOP, TIO	Where Council is the coordinating road authority
SCHEDULE 7 cl 16(4)	Duty to consult	DA, MAW, MOP, CWTL, PMD, POD, ECO, EDC, EDS, EOP, TIO	Where Council is the coordinating road authority, responsible authority or infrastructure manager

ROAD MANAGEMENT ACT 2004			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
SCHEDULE 7 cl 16(5)	Power to consent to proposed works	DA, MAW, MOP, CWTL, PMD, POD, ECO, EDC, EDS, EOP, STLR, STLMT, TIO	Where Council is the coordinating road authority
SCHEDULE 7 cl 16(6)	Power to set reasonable conditions on consent	DA, MAW, MOP, CWTL, PMD, POD, ECO, EDC, EDS, EOP, TIO	Where Council is the coordinating road authority
SCHEDULE 7 cl 16(8)	Power to include consents and conditions	DA, MAW, MOP, CWTL, PMD, POD, ECO, EDC, EDS, EOP, TIO	Where Council is the coordinating road authority
SCHEDULE 7 cl 17(2)	Power to refuse to give consent and duty to give reasons for refusal	DA, MAW, MOP, CWTL, PMD, POD, ECO, EDC, EDS, EOP, TIO	Where Council is the coordinating road authority
SCHEDULE 7 cl 18(1)	Power to enter into an agreement	DA, MAW, MOP, CWTL, PMD, POD, ECO, EDC, EDS, EOP, TIO	Where Council is the coordinating road authority
SCHEDULE 7 cl 19(1)	Power to give notice requiring rectification of works	DA, MAW, MOP, CWTL, PMD, POD, ECO, EDC, EDS, EOP, TIO	Where Council is the coordinating road authority
SCHEDULE 7 cl 19(2) & (3)	Power to conduct the rectification works or engage a person to conduct the rectification works and power to recover costs incurred	DA, MAW, MOP, CWTL, PMD, POD, ECO, EDC, EDS, EOP, TIO	Where Council is the coordinating road authority

ROAD MANAGEMENT ACT 2004			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
SCHEDULE 7 cl 20(1)	Power to require removal, relocation, replacement or upgrade of existing non-road infrastructure	DA, MAW, MOP, CWTL, PMD, POD, ECO, EDC, EDS, EOP, TIO	Where Council is the coordinating road authority
SCHEDULE 7A cl 2	Power to cause street lights to be installed on roads	DA, MAW, MOP, CWTL, PMD, POD, ECO, EDC, EDS, EOP, TIO	Power of responsible road authority where it is the coordinating road authority or responsible road authority in respect of the road
SCHEDULE 7A cl 3(1)(d)	Duty to pay installation and operation costs of street lighting - where road is not an arterial road	DA, MAW, MOP, MCO, ACC	Where Council is the responsible road authority
SCHEDULE 7A cl 3(1)(e)	Duty to pay installation and operation costs of street lighting – where road is a service road on an arterial road and adjacent areas	DA, MAW, MOP, MCO, ACC	Where Council is the responsible road authority
SCHEDULE 7A cl (3)(1)(f)	Duty to pay installation and percentage of operation costs of street lighting – for arterial roads in accordance with cls 3(2) and 4	DA, MAW, MOP, MCO, ACC	Duty of Council as responsible road authority that installed the light (re: installation costs) and where Council is relevant municipal council (re: operating costs)

ROAD MANAGEMENT (GENERAL) REGULATIONS 2021			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r 8(3)	Duty to conduct reviews of road management plan within the period specified in s90(3) of the <i>Local Government Act 2020</i>	CEO, DA, MAW, MOP, AMC	Where Council is the road authority
r 9(2)	Duty to produce written report of review of road management plan and make report available	DA, MAW	Where Council is the road authority
r 9(3)	Duty to give notice where road management review is completed and no amendments will be made (or no amendments for which notice is required)	DA, MAW	Where Council is the road authority
r 10	Duty to give notice of amendment which relates to standard of construction, inspection, maintenance or repair under s 41 of the <i>Road Management Act 2004</i>	DA, MAW	Where Council is the road authority
r 13(1)	Duty to publish notice of amendments to road management plan	DA, MAW	Where Council is the road authority
r 13(3)	Duty to record on road management plan the substance and date of effect of amendment	DA, MAW	Where Council is the road authority
r 16(6)	Power to issue permit	DA, MAW, MOP, CWTl, PMD, POD, ECO, EDC, EDS, EOP, TIO, STLR, STLMTO	Where Council is the road authority
r 18(1)	Power to give written consent re damage to road	CEO, DA, MAW, MOP, CWTl, PMD, POD, ECO, EDC, EDS, EOP, TIO	Where Council is the road authority
r 20(2)	Function of being consulted with by the Head, Transport for Victoria, prior to it granting authorisation under r 20(1)	CEO, DA, MAW, MOP	Where Council is the road authority
r 23(1)	Function of receiving application for written consent for the purpose of s 66(1) of the <i>Road Management Act 2004</i>	CEO, DA, MAW, MOP	Where Council is the road authority Must consider the matters in r 23(4)
r 23(4)	Power to charge a fee for application made under r 23(1)	CEO, DA, DCC, MC	Where Council is the road authority

ROAD MANAGEMENT (GENERAL) REGULATIONS 2021			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r 25(1)	Power to remove objects, refuse, rubbish, substance or other material deposited or left on road, or part of a road	CEO, DA, MAW, MOP, MRS, STLR, STLMTO, TIO, CWC, BC, LLO, LLO2, CPC, ECO, EDC, EDS, EOP, CWTl, PMD, POD	Where Council is the appropriate road authority
r 25(2)	Power to sell or dispose of things removed from road under r 25(1) (after first complying with regulation 25(3))	CEO, DA, DCC, MAW, MOP, MC, MRS	Where Council is the appropriate road authority
r 25(5)	Power to recover in the Magistrates' Court, expenses from person responsible	CEO, DA, DCC, MAW, MOP, MC, MRS	Where Council is the appropriate road authority

ROAD MANAGEMENT (WORKS AND INFRASTRUCTURE) REGULATIONS 2026			Return to Table of Contents
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r 16	Power to exempt a person from requirement under cl 13(1) of sch 7 of the Act to give notice as to the completion of those works	CEO, DA, MAW, MOP, CWT, PMD, POD, ECO, EDC, EDS, EOP, TIO	Where Council is the coordinating road authority and where consent given under clause 16(5) of Schedule 7 of the <i>Road Management Act 2004</i>
r 24(2)	Power to waive whole or part of fee in certain circumstances	CEO, DA, DCC, MAW, MOP, MC	Where Council is the coordinating road authority



INSTRUMENT OF SUB-DELEGATION

Council to

Members of Council Staff

(Environment Protection Act 2017)

September 2026

S18 – Instrument of Sub-Delegation to Members of Council Staff (EPA 2017)

Instrument of Sub-Delegation

By this Instrument of Sub-Delegation, in exercise of the power conferred by s 437(2) of the *Environment Protection Act 2017* ('Act') and the Instrument of Delegation of the Environment Protection Authority under the Act dated 4 June 2021, the Council:

1. delegates each duty and/or function and/or power described in column 1 of the Schedule (and summarised in column 2 of the Schedule) to the member of Council staff holding, acting in or performing the duties of the office or position described in column 3 of the Schedule;
2. record that references in the Schedule are as follows

DELEGATE	TITLE
CPC	Compliance Coordinator
DCC	Director Corporate and Community
EHC	Environmental Health Coordinator
EHO	Environmental Health Officer
LLO	Local Laws Officer
LLO2	Local Laws Officer
MRS	Manager Regulatory Services

3. this Instrument of Sub-Delegation is authorised by a resolution of Council passed on **29 September 2026** pursuant to a power of sub-delegation conferred by the Instrument of Delegation of the Environment Protection Authority under the Act dated 4 June 2021;
4. the delegation:
 - 4.1 comes into force immediately the common seal of Council is affixed to this Instrument of Delegation;
 - 4.2 remains in force until varied or revoked;
 - 4.3 is subject to any conditions and limitations set out in sub-paragraph 5, and the Schedule; and
 - 4.4 must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and
5. this Instrument of Sub-Delegation is subject to the following limitations:
 - 5.1 the powers, duties and functions described in column and summarised in column 2 of the Schedule are only delegated for the purpose of regulating:
 - 5.1.1 onsite wastewater management systems with a design or actual flow rate of sewage not exceeding 5000 litres on any day; and
 - 5.1.2 noise from the construction, demolition or removal of residential premises;

6. the delegate must not determine the issue, take the action or do the act or thing:
- 6.1.1 if the issue, action, act or thing is an issue, action or thing which Council has previously designated as an issue, action, act or thing which must be the subject of a Resolution of Council;
 - 6.1.2 if the determining of the issue, taking of the action or doing of the act or thing would or would be likely to involve a decision which is inconsistent with a
 - (a) policy; or
 - (b) strategy
 adopted by Council;
 - 6.1.3 if the determining of the issue, the taking of the action or the doing of the act or thing cannot be the subject of a lawful delegation; or
 - 6.1.4 the determining of the issue, the taking of the action or the doing of the act or thing is already the subject of an exclusive delegation to another member of Council staff.

THE COMMON SEAL OF THE
ALPINE SHIRE COUNCIL was
hereunto affixed this 29th day of
September 2026 in the presence
of:

.....
COUNCILLOR NAME

.....
SIGNATURE

.....
COUNCILLOR NAME

.....
SIGNATURE

.....
CHIEF EXECUTIVE OFFICER NAME

.....
SIGNATURE

SCHEDULE

ENVIRONMENT PROTECTION ACT 2017..... 1

ENVIRONMENT PROTECTION ACT 2017			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 271	Power to issue improvement notice	DCC, MRS, CPC, EHC, EHO, LLO, LLO2	
s 272	Power to issue prohibition notice	DCC, MRS, CPC, EHC, EHO, LLO, LLO2	
s 279	Power to amend a notice	DCC, MRS, CPC, EHC, EHO, LLO, LLO2	
s 358	Functions of the Environment Protection Authority	DCC, MRS, CPC, EHC, EHO, LLO, LLO2	
s 359(1)(b)	Power to do all things that are necessary or convenient to be done for or in connection with the performance of the Environment Protection Authority's functions and duties and to enable the Authority to achieve its objective.	DCC, MRS, CPC, EHC, EHO, LLO, LLO2	
s 359(2)	Power to give advice to persons with duties or obligations	DCC, MRS, CPC, EHC, EHO, LLO, LLO2	



COUNCIL POLICY

Child Safe

Contents

1. Purpose.....	4
2. Scope.....	4
3. Commitment to child safety	4
4. Policy details	5
4.1 Victorian Child Safe Standards.....	5
4.2 Reporting Obligations.....	6
4.2.1 Reportable Conduct Scheme	6
4.2.2 Mandatory Reporting.....	6
4.2.3 Failure to Disclose Offence	7
4.2.4 Failure to Protect Offence	7
4.3 Grooming.....	7
4.4 Recruitment, Selection and Pre-employment Screening.....	8
4.5 Support, Training and Ongoing Workforce Management.....	8
4.6 Risk Management.....	8
4.7 Reporting, Complaints and Feedback.....	9
5. Roles and responsibilities	9
6. Third party providers	11
7. Breaches	11
8. Human Rights Charter compatibility	11
9. Gender impact assessment	11
10. Supporting documents.....	11
11. Definitions	12
12. Approval.....	14

DOCUMENT UNCONTROLLED WHEN PRINTED

Document Control		
Policy number: 108	Status: Draft	Approved by: Council
Date approved	Next review date: 2028	
Directorate: Customer and Community	Department: Community Development	Internal / External: External

REVISION RECORD

Date	Version	Revision description
18/12/2017	1.0	First version adopted by Council
01/09/2020	2.0	Reviewed, incorporated requirement for Councillors to hold a Working With Children Check
19/12/2023	3.0	Adopted by Council Substantially revised and updated to reflect legislative changes.
29/09/2026	3.1	Version for public consultation following review to ensure alignment with Victorian Child Safe Standards, the Reportable Conduct Scheme, and legislative and governance requirements relating to child safety and wellbeing.

1. Purpose

This Child Safe Policy outlines Alpine Shire Council's commitment to the safety and wellbeing of all children by creating and maintaining a Child Safe Organisation where protecting children's safety and wellbeing is embedded in the culture and the everyday thinking and practices of all Councillors, employees, contractors, and volunteers.

This Policy reflects Council's legislative responsibility in meeting the requirement of both the Victorian Government's Child Safe Standards and the Reportable Conduct Scheme and our commitment to the community to create and sustain an environment where children are safe and protected from harm and abuse.

2. Scope

This Child Safe Policy (the Policy) applies to all Councillors and Council staff, including any person directly employed by the Alpine Shire Council, employed through an agency or on a contract basis. The Policy applies to Council's volunteers, members of advisory committees and work experience/work placement students, irrespective of their specific involvement in child-related duties.

3. Commitment to child safety

Alpine Shire Council is committed to creating an inclusive, safe, and connected community for all children and young people. Council is committed to child safety and to children's best interests and will meet these commitments by:

- Demonstrating through leadership, actions, policies, procedures, and documentation that The Principles of being a Child Safe Organisation are embedded into everyday practice and thinking.
- Promoting cultural safety for Aboriginal and Torres Strait Islander children and children from culturally and/or linguistically diverse backgrounds.
- Providing a safe, accessible, and welcoming environment for children with a disability and their families.
- Having zero tolerance for child abuse and will take all allegations of reportable conduct and safety concerns very seriously.
- Upholding the rights of all children who come into contact with Council to ensure they feel safe and protected.
- Promote LGBTIQ+ inclusion through various programs and policies.
- Ensuring that systems are in place to anticipate risks, document incidents and identify appropriate responses consistently and in line with policy and procedure.

4. Policy details

4.1 VICTORIAN CHILD SAFE STANDARDS

There are 11 Child Safe Standards. The Child Safe Standards aim to protect children and young people, by requiring organisations to put policies, procedures, and processes in place to prevent and respond to abuse. The Child Safe Standards help organisations to:

- promote the safety of children.
- prevent child abuse.
- ensure effective processes are in place to respond to and report allegations of child abuse.
- encourage children to 'have a say', especially on issues that are important to them or about decisions that affect their lives.

Child Safe Standards
Standard 1 - <i>Organisations establish a culturally safe environment in which the diverse and unique identities and experiences of Aboriginal children and young people are respected and valued.</i>
Standard 2 - <i>Child safety and wellbeing is embedded in organisational leadership, governance and culture.</i>
Standard 3 - <i>Children and young people are empowered about their rights, participate in decisions affecting them and are taken seriously.</i>
Standard 4 - <i>Families and communities are informed and involved in promoting child safety and wellbeing.</i>
Standard 5 - <i>Equity is upheld and diverse needs respected in policy and practice.</i>
Standard 6 - <i>People working with children and young people are suitable and supported to reflect child safety and wellbeing values in practices.</i>
Standard 7 - <i>Processes for complaints and concerns are child focused.</i>
Standard 8 - <i>Staff and volunteers are equipped with the knowledge, skills and awareness to keep children and young people safe through ongoing education and training.</i>
Standard 9 - <i>Physical and online environments promote safety and wellbeing while minimising the opportunity for children and young people to be harmed.</i>
Standard 10 - <i>Implementation of the Child Safe Standards is regularly reviewed and improved.</i>
Standard 11 - <i>Policies and procedures document how the relevant entity is safe for children and young people.</i>

4.2 REPORTING OBLIGATIONS

4.2.1 Reportable Conduct Scheme

The Reportable Conduct Scheme aims to improve oversight of how organisations respond to allegations of child abuse and child-related misconduct. Allegations of reportable conduct must be notified to the Commission for Children and Young People by relevant in-scope organisations.

'Reportable conduct' is defined in the *Child Wellbeing and Safety Act 2005* to include:

- a. a sexual offence committed against, with or in the presence of a child; or
- b. sexual misconduct, committed against, with or in the presence of a child; or
- c. physical violence committed against, with or in the presence of a child; or
- d. any behaviour that causes significant emotional or psychological harm to a child; or
- e. significant neglect of a child.

The Chief Executive Officer (CEO) will ensure Council notify the Commission for Children and Young People when they become aware that a reportable conduct has occurred. The CEO may authorise appropriately trained officers to coordinate notifications, investigations, liaison with regulators and associated administrative requirements.

Three business day obligations

Within three business days of becoming aware of an allegation, the CEO must ensure Council notify the Commission that a reportable allegation has been made.

Thirty calendar day obligations

Within thirty calendar days of becoming aware of the allegation, the CEO must ensure Council provide certain detailed information about the allegations, investigation undertaken and proposed responses to the Commission.

4.2.2 Mandatory Reporting

The organisation is committed to ensuring that all concerns regarding the safety and wellbeing of children and young people are reported promptly and appropriately. The organisation recognises that certain professionals are legally required to report reasonable beliefs of child abuse to statutory authorities.

All workers, volunteers and contractors must take immediate action if they form a reasonable belief that a child or young person is experiencing abuse or is at risk of significant harm.

Employees who are mandated reporters under Victorian legislation must comply with their legal reporting obligations to Child Protection and Victoria Police, as applicable. A staff member's obligation to report overrides any requirement for managerial approval.

Failure to comply with mandatory reporting obligations may constitute a breach of legislation, professional standards and organisational policy.

4.2.3 Failure to Disclose Offence

The organisation acknowledges the criminal offence of Failure to Disclose, which applies to all adults in Victoria.

Any adult who reasonably believes that a sexual offence has been committed against a child under the age of 16 by another adult must report that information to Victoria Police, unless an exemption applies under legislation. Failure to disclose such information may constitute a criminal offence.

4.2.4 Failure to Protect Offence

The organisation recognises its responsibility to proactively prevent child abuse and comply with *Crimes Act 1958 (Vic)* in relation to the protection of children.

The offence of Failure to Protect applies where a person in a position of authority within an organisation knows of a substantial risk that an adult associated with the organisation may commit a sexual offence against a child under 16 and negligently fails to reduce or remove that risk.

4.3 GROOMING

The organisation is committed to preventing, identifying and responding to grooming behaviours directed towards children and young people.

Grooming is a deliberate pattern of behaviour used to establish trust, authority or an emotional connection with a child, their family, carers or an organisation for the purpose of facilitating sexual abuse, exploitation or other harm. Grooming may occur face-to-face, online, through social media, or through other forms of communication.

The organisation recognises grooming as a significant child safety risk and will respond to concerns at the earliest opportunity, regardless of whether abuse has occurred.

Indicators of Grooming

Possible grooming behaviours may include:

- Seeking unnecessary one-on-one contact with a child.
- Developing special or secret relationships.
- Providing gifts, favours or privileges.
- Excessive communication, including via digital platforms.
- Isolating a child from peers, family or other adults.
- Testing or crossing professional boundaries.
- Encouraging secrecy or discouraging disclosure.

Any allegation or concern relating to grooming will be treated seriously and managed in accordance with reporting obligations, the Child Safe Standards and the organisation's child safety procedures.

4.4 RECRUITMENT, SELECTION AND PRE-EMPLOYMENT SCREENING

Council applies best practice in the recruitment and screening of staff, volunteers and contractors. Council complies with all relevant and legal requirements to ensure that child safety and wellbeing is embedded throughout its recruitment and selection processes and children are not placed at risk. Refer to Recruitment, Selection and Appointment Policy, Child Safety Recruitment Procedure and Checklist for further information.

4.5 SUPPORT, TRAINING AND ONGOING WORKFORCE MANAGEMENT

Council is responsible for ensuring that employees, volunteers, contractors and Councillors are appropriately supported and managed to maintain child safety and wellbeing, and that appropriate behaviour with children is clearly understood by all Councillors, employees, contractors, and volunteers. Expectations of behaviour are addressed at induction and detailed in Council's Codes of Conduct which all Councillors, staff, contractors, and volunteers are required to agree to adhere to.

All Councillors, employees, volunteers and contractors will understand their obligations under the Child Safe Policy, Child Safety Code of Conduct and relevant procedures and be provided with training on the Child Safe Policy as part of their induction to Council and throughout employment with refresher training provided periodically. Further training on child safety is provided to employees who have regular or significant contact and engage directly with children in the course of their work. Additional training and refresher training relevant to their role and responsibilities is provided.

Child safety responsibilities are incorporated into relevant position descriptions, performance expectations and performance and development discussions. Council will ensure that licences and checks, including Working with Children's Checks, professional registrations and qualifications are maintained by relevant employees and volunteers and will conduct regular monitoring and status checks to ensure validity and compliance with this policy.

4.6 RISK MANAGEMENT

Council recognises the importance of adopting a risk-based approach to minimising the potential for child abuse and harm to occur and uses this to inform our policy and procedures. Risk assessments and risk management plans are developed in recognition of the diverse nature of Council services and settings.

Risks to child safety that are identified through complaints, reports or allegations of abuse will be reviewed and incorporated into Council's risk register when appropriate.

Changes to a Councillors, employees, contractors, or volunteers' suitability to work with children are assessed and appropriate interim or ongoing risk controls are implemented.

Where a new employee is subject to a probationary period, child safety and suitability for the duties of the position will be considered as part of the review process. Any concerns identified during probation will be escalated and managed appropriately.

4.7 REPORTING, COMPLAINTS AND FEEDBACK

If you believe a child is of immediate risk of harm phone 000

Council is committed to hearing the voices of children and their families including through its feedback and complaints process.

If a complaint includes an allegation or incident of child abuse or harm, then all who this policy applies to, are required to report in accordance with the Child Safety Reporting Procedure.

All reports of concerns regarding the safety and wellbeing of a child will be treated seriously, managed in accordance with confidentiality requirements, and responded to promptly

5. Roles and responsibilities

The following positions are responsible for

Responsibility	Role / Position
To be aware of Council's commitment to this Policy.	Councillors
To ensure that: • Council is committed to the safety of children; and • appropriate procedures and reporting mechanisms are developed, implemented, and complied with.	CEO
Responsible for providing an organisational contact for this policy and overseeing the implementation of the developed strategy, procedures, and action plan. Providing support to those who have reported an incident.	Director Customer and Community
Notifying the appropriate child protection service and/or the police	Director Customer and Community
• Respond immediately to concerns about child abuse or neglect. • Record and report concerns in accordance with organisational procedures. • Make reports to Child Protection or Victoria Police where required. • Cooperate fully with investigations conducted by statutory authorities. • Maintain confidentiality and share information only on a need-to-know basis.	All Employees, Volunteers, Contractors and Councillors

Alpine Shire Council | COUNCIL POLICY

Responsibility	Role / Position
Implementation/ Training/Recruitment of new staff	Directors, Managers, Coordinators, Team Leaders, and Human Resource Coordinator
Failure to Disclose responsibility to: • Immediately report any reasonable belief of child sexual abuse to Victoria Police; • Not assume another person has made a report; • Not attempt to investigate allegations themselves; • Preserve any information that may assist investigating authorities; • The organisation supports all personnel to fulfil their obligations and will not tolerate any action that discourages or prevents reporting.	All workers, volunteers, contractors, Councillors and members of governance bodies.
Failure to Protect, responsibility to: • Act immediately upon receiving information that suggests a child may be at risk; • Assess and manage child safety risks without delay; • Take reasonable steps to remove or reduce identified risks; • Escalate concerns to executive leadership and relevant authorities; • Ensure risk management processes actively address child safety; • The organisation adopts a zero-tolerance approach to child abuse and expects all personnel with authority to take proactive steps to protect children from harm.	All workers, volunteers, contractors, Councillors and members of governance bodies.
Grooming, responsibility to; • Maintain professional boundaries at all times. • Report concerns regarding grooming behaviours immediately. • Follow organisational codes of conduct and communication protocols. • Participate in child safety training and awareness activities.	All workers, volunteers, contractors, Councillors and members of governance bodies.
Compliance	All Employees, Councillors, Volunteers, and Agents of Council
Development	Manager Community Development

6. Third party providers

Council will require contractors and other third party providers whose employees may undertake child-related work to comply with applicable child safety, screening, training, conduct, reporting and information sharing requirements. Procurement and contract arrangements will include appropriate child safety requirements and verification mechanisms.

7. Breaches

Failure to comply with this Policy, supporting procedures or guidelines, will be subject to investigation which may lead to disciplinary action.

Any breaches of this Policy must be reported immediately to the Occupational, Health and Safety Officer.

Breaches of the Code of Conduct will be subject to investigation which may lead to disciplinary action and in serious cases may involve the termination of a person's employment with Council.

8. Human Rights Charter compatibility

This policy has been assessed as being compatible with the *Charter of Human Rights and Responsibilities Act 2006 [Vic]*.

9. Gender impact assessment

The implications of this policy have been assessed in accordance with the requirements of the *Gender Equality Act 2020*.

10. Supporting documents

This policy should be read in conjunction with all other relevant, Council policies and procedures, as well as relevant legislative requirements.

Related Legislation

- *Child Wellbeing and Safety Act 2005*
- *Children, Youth and Families Act 2005*
- *Worker Screening Act 2020*
- *United Nations Conventions on the Rights of a Child*
- *Charter of Human Rights and Responsibilities Act 2006*
- *Local Government Act 2020*

Related Guidelines, Operational Directives or Policies

- Victorian Child Safe Standards
- Victorian Reportable Conduct Scheme

- National Principles for Child Safe Organisations - The Australian Human Rights Commission
- Alpine Shire Council Code of Conduct
- Councillor Code of Conduct
- (DRAFT) Volunteer Child Safety Code of Conduct
- Risk Management Policy
- Recruitment, Selection and Appointment Policy

Related Procedures

- DRAFT Child Safety Recruitment Procedure and Checklist
- DRAFT L2P Complaints Procedure
- DRAFT L2P Incident Management Procedure

11. Definitions

Term	Meaning
Aboriginal	The term Aboriginal in this Policy is inclusive of Aboriginal and Torres Strait Islander peoples.
Child/ Children	A person who is under the age of 18 years
Child Abuse	Child abuse is defined in the <i>Child and Wellbeing Safety Act 2005 (Vic)</i> as including: • A sexual offence committed against a child. • An offence committed against a child under section 49M(1) of the <i>Crimes Act 1958 (Vic)</i>, such as grooming. • Physical violence against a child. • Causing serious emotional or psychological harm to a child • Serious neglect of a child.
Child Safe Organisations	A child safe organisation is one that creates a culture, adopts strategies and takes action to promote child wellbeing and prevent harm to children and young people. The National Principles for Child Safe Organisations have been developed by the Australian Human Rights Commission and endorsed by members of the Council of Australian Governments.
Child Safe Standards	The Victorian Child Safe Standards are a compulsory framework that support organisations to promote the safety of children by requiring them to implement policies to prevent, respond to and report allegations of child abuse and harm.
Child Safety	In the context of the Child Safe Standards, 'child safety' means measures to protect a child from abuse or harm.

Term	Meaning
Cultural Safety	Cultural safety is the positive recognition and celebration of cultures. It is more than just the absence of racism or discrimination and more than 'cultural awareness'. It empowers people and allows them to contribute and feel safe.
Culturally and/or linguistically diverse	Is a term used to describe communities with diverse languages, ethnic backgrounds, nationalities, traditions, societal structures and religions.
Children with a disability	A disability can be any physical, sensory, neurological disability, acquired brain injury or intellectual disability or developmental delay that affects a child's ability to undertake everyday activities. A disability can occur at any time in life. Children can be born with a disability or acquire a disability suddenly through an injury or illness. Some disabilities may be obvious while others are hidden.
Grooming	Grooming is a deliberate pattern of behaviour used to establish trust, authority or an emotional connection with a child, their family, carers or an organisation for the purpose of facilitating sexual abuse, exploitation or other harm. Grooming may occur face-to-face, online, through social media, or through other forms of communication.
Neglect	Is the continued failure to provide a child with the basic necessities of life, such as food, clothing, shelter, hygiene, medical attention or adequate supervision, to the extent that the child's health, safety and/or development is, or likely to be, jeopardised. Serious neglect can also occur if an adult fails to adequately ensure the safety of a child where the child is exposed to extremely dangerous or life-threatening situations.
Risk	In the context of the Child Safe Standards, risk is exposure to the chance for harm or abuse of a child to occur in connection with an organisation.
Risk Management	Risk management involves identifying, preventing, and minimising risk as much as reasonably possible.
Wellbeing	Wellbeing is a positive state of physical, mental, and emotional health. It generally means feeling safe, happy and healthy more than momentarily.
Working With Children Check	A Working With Children Check is the process whereby an assessment is undertaken by the issuing authority (Department of Justice and Community Safety) to determine whether a person is suitable in child-related work.

12. Approval

THE COMMON SEAL OF THE
ALPINE SHIRE COUNCIL was
hereunto affixed this XX day of
<Month> 20XX
in the presence of:

COUNCILLOR

SIGNATURE

COUNCILLOR

SIGNATURE

CHIEF EXECUTIVE OFFICER

SIGNATURE

CONDITIONS

GENERAL CONDITIONS

1. The layout of the site and the size of the proposed buildings and works must be generally in accordance with the endorsed plan/s which form part of this permit. The endorsed plan/s must not be altered or modified (whether or not to comply with any statute statutory rule or local law or for any other reason) without the consent of the Responsible Authority

TREE PROTECTION DURING CONSTRUCTION

2. Before the development starts, a tree protection fence must be erected around each retained Snow Gum to define a 'Tree Protection Zone' in accordance with AS-4970-2009: Protection of Trees on Development Sites. The tree protection fences must remain in place until construction is completed. The ground surface of the Tree Protection Zone must be covered by a 100 mm deep layer of mulch before the development starts and be watered regularly to the satisfaction of the Responsible Authority.

UNDERGROUND SERVICES

3. All services, water, electricity, sewerage, gas and telephone must be installed underground in accordance with the requirements of the Responsible Authority.

CLAUSE 53.03 RESIDENTIAL RETICULATED GAS SERVICE - MANDATORY CONDITION

4. Any new dwelling allowed by this permit must not be connected to a reticulated gas service (within the meaning of clause 53.03 of the relevant planning scheme). This condition continues to have force and effect after the development authorised by this permit has been completed.
Note: This condition does not apply to a reticulated liquified petroleum gas (LPG) service and therefore does not prevent connection to the Dinner Plain reticulated liquified petroleum gas (LPG) system.

DINNER PLAIN CONDITIONS

Construction Site Management Plan

5. Prior to the commencement of works within each stage, the applicant must prepare and implement a Construction Site Management Plan (CSMP) which must be kept on site and available for inspection by any person working on the site at all times. The CSMP must include the following information:
 - a. Areas of vegetation to be protected and retained.
Disturbance and removal of vegetation must kept to the absolute minimum. All vegetation to be removed must be assessed and endorsed by the responsible authority prior to the commencement of works. Significant trees and understorey communities including shrubs and grasses to be retained and protected are to be

clearly delineated on site with suitable tape or bunting. These areas and trees must be clearly displayed on the CSMP.

b. Vehicle access and car parking areas

Vehicle access to the site must be clearly delineated to ensure the potential for soils disturbance is minimised. Areas for car parking must be clearly displayed on the site or the adjacent roadway. Vehicle access to the site via adjacent properties including public reserves is not permitted without the prior consent of the landowner. Vehicle access and car parking areas must be clearly displayed on the CSMP.

c. Materials storage areas

Suitable areas for the storage of building materials and equipment are to be clearly delineated on site. Materials must not be placed on areas of vegetation to be retained.

d. Waste storage area

A suitable area must be clearly delineated on site for the placement of all building debris including, packaging and all other waste generated by the development. Waste must be appropriately contained by bunting or bin or other means approved by the responsible authority. Waste storage area must be clearly described on the CSMP.

e. Sediment & soil erosion controls

Sediment and soil erosion controls must be placed sufficiently around the disturbed area of the site to reduce the potential for impacts on and adjacent to the site generated by polluted stormwater or run off. Suitable controls include silt fencing or certified weed free straw or any other means approved by the responsible authority. Sediment controls must be clearly displayed on the CSMP.

f. Construction Methods

Provision of the construction methods to be employed for the approved works. If offsite construction (modular) methods are to be employed, details shall be provided which include the transportation methods to site, unit storage on site (modules, cranes and transportation vehicles), site assembly and location of any associated lifting machinery.

g. No mud on roads

Details on how issues such as mud on roads and dust generation will be managed during the construction phase must be clearly described in the CSMP

h. Site Contact

Details of a contact person/site manager must also be provided to the Responsible Authority, so that this person can be easily contacted should any issues arise

ACCESS

6. Access to the site, including all vehicle crossovers, must be provided and constructed to the satisfaction of the Responsible Authority.

ON SITE PARKING

7. Areas set aside for the parking of vehicles together with the aisles and access lanes must be constructed and properly formed to such levels that they can be used in accordance with the endorsed plans, must be drained and provided with a concrete seal coat (uncoloured) or alternative as approved, must be maintained in a continuously useable condition and must only be used for vehicle parking or access to the satisfaction of the Responsible Authority.

CONSTRUCTION PERIOD

8. External construction activity must not commence until 1 November or until ground conditions on the site are confirmed by the Responsible Authority as appropriate for minimising the potential for soil disturbance. External construction activity must cease and the site must be stabilised by 31st May in preparation for the onset of pre-winter rain events and snowfall. All building materials, equipment and waste must be removed from the site and all disturbed areas must be stabilised using certified seed free straw or other material approved by the Responsible Authority. Extension of the construction cessation date may be granted by the Responsible Authority upon written request to assess specific sites and the potential for soil disturbance during the pre-winter period.

SEDIMENT POLLUTION CONTROL

9. The contractor is to convey soil, earth, sand, loose debris and like loose materials to or from the site in a manner that will prevent dropping of materials on streets. The contractor is to ensure that the wheels, tracks and body surfaces of all vehicles and plant leaving the site are free of mud and that mud is not carried onto adjacent paved streets or other areas. The contractor will promptly remove any materials, which are deposited on streets or adjacent areas.

SERVICE TRENCHES

10. Trenches must be dressed with topsoil stripped from the subject site. The topsoil must be free of subsoils, organic matter and soil material from off site. No material shall be imported from off site without the prior consent of the Responsible Authority.
11. All service trenches shall be located outside the dripline of trees to the satisfaction of the Responsible Authority.

REVEGETATION

12. Disturbed surfaces on the land resulting from the buildings and works authorised or required by this permit shall be revegetated and stabilised within three months of the completion of the development or prior to the first weekend of June (whichever occurs first) to the satisfaction of the Responsible Authority.
13. All disturbed surfaces must be rehabilitated with indigenous plant species to the satisfaction of the Responsible Authority. The soil must be suitably treated, i.e. cultivated, and top soil added where required. Approved mulch, (seed and weed free), must be applied after planting to ensure the area is appropriately stabilised. Within 12 months of the completion of the development, all disturbed areas must be re-sown with

indigenous grasses to the satisfaction of the Responsible Authority. No exotic vegetation is authorised to be planted under this permit.

14. Before any part of the development is occupied, the snow gum designated for removal must be offset with replacement snow gum on the subject land. The replacement tree must be maintained to the satisfaction of the Responsible Authority for a period of 24 months after planting.

OUTDOOR LIGHTING

15. Outdoor lighting must be designed, baffled and located to the satisfaction of the Responsible Authority such that no direct light is emitted outside the boundaries of the subject land.

ENGINEERING CONDITIONS

DRAINAGE

URBAN DRAINAGE WORKS

16. Prior to occupation, all stormwater and surface water discharging from the site, buildings and works must be conveyed to the legal point of discharge by underground pipe to the satisfaction of the Responsible Authority. No effluent or polluted water of any type may be allowed to enter Alpine Shire Council's stormwater drainage system. All roof water from buildings and surface water from paved areas must be collected and discharged to the LPOD to avoid any nuisance discharge to adjacent land.
The legal point of discharge for this site is the existing drainage pit on Roney Macs Twist.

CONSTRUCTION PHASE

DEFECT IDENTIFICATION – ALPINE SHIRE COUNCIL'S ASSETS

17. Prior to the commencement of construction, the owner or developer must submit to a written report to the Responsible Authority and photos of any prior damage to public infrastructure. Listed in the report must be the condition of kerb and channel, footpath, seal, streetlights, signs and other public infrastructure fronting the property and abutting at least two properties either side of the development. Unless identified within the written report, any damage to the infrastructure post construction will be attributed to the development. The owner or developer of the subject land must pay for any damage caused to Alpine Shire Council's assets/public infrastructure caused as a result of the development or use permitted by this permit.

MANDATORY CONDITION – MAINTENANCE OF BUSHFIRE MITIGATION MEASURES

18. The bushfire protection measures forming part of this permit or shown on the endorsed plans, including those relating to construction standards, defendable space, water supply and access, must be maintained to the satisfaction of the Responsible Authority on a continuing basis. This condition continues to have force and effect after the development authorised by this permit has been completed.

EXPIRY CONDITION

19. This permit will expire if one of the following circumstances applies:

- a. The development is not started within three (3) years of the date of this permit.
- b. the development is not completed within five (5) years of the date of this permit.

The Responsible Authority may extend the periods referred to if a request is made in writing before the permit expires, or within six (6) months afterwards.

DINNER PLAIN HOUSE
- TOWN PLANNING PERMIT - RFI RESPONSE



Page No.	Title	Drawing Scales
TP.01	COVERPAGE	
TP.02	EXISTING SITE PLAN	1:200
TP.03	EXISTING STREETVIEW PHOTO MONTAGE	
TP.04	DESIGN RESPONSE SITE PLAN	1:200
TP.05	PROPOSED STREETVIEW ELEVATION	1:100
TP.06	PROPOSED GROUND FLOOR PLAN	1:100
TP.07	PROPOSED FIRST FLOOR PLAN	1:100
TP.08	PROPOSED SECOND FLOOR PLAN	1:100
TP.09	PROPOSED ROOF PLAN	1:100
TP.10	PROPOSED WEST & EAST ELEVATIONS	1:100
TP.11	PROPOSED NORTH ELEVATION	1:100
TP.12	PROPOSED SOUTH ELEVATION	1:100
TP.13	PROPOSED FINISHES SCHEDULE	
TP.14	SHADOW DIAGRAM - 9am 22 SEP.	1:200
TP.15	SHADOW DIAGRAM - 12pm 22 SEP.	1:200
TP.16	SHADOW DIAGRAM - 3pm 22 SEP.	1:200
TP.17	BUSHFIRE MANAGEMENT PLAN	1:200
TP.18	BIN ENCLOSURE	1:20

DRAWING TITLE : TOWN PLANNING

@ A3

REVISION NO.

Rev.C

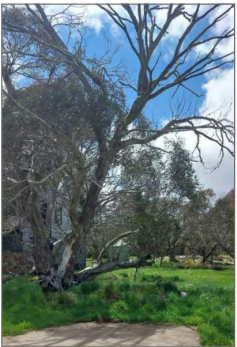
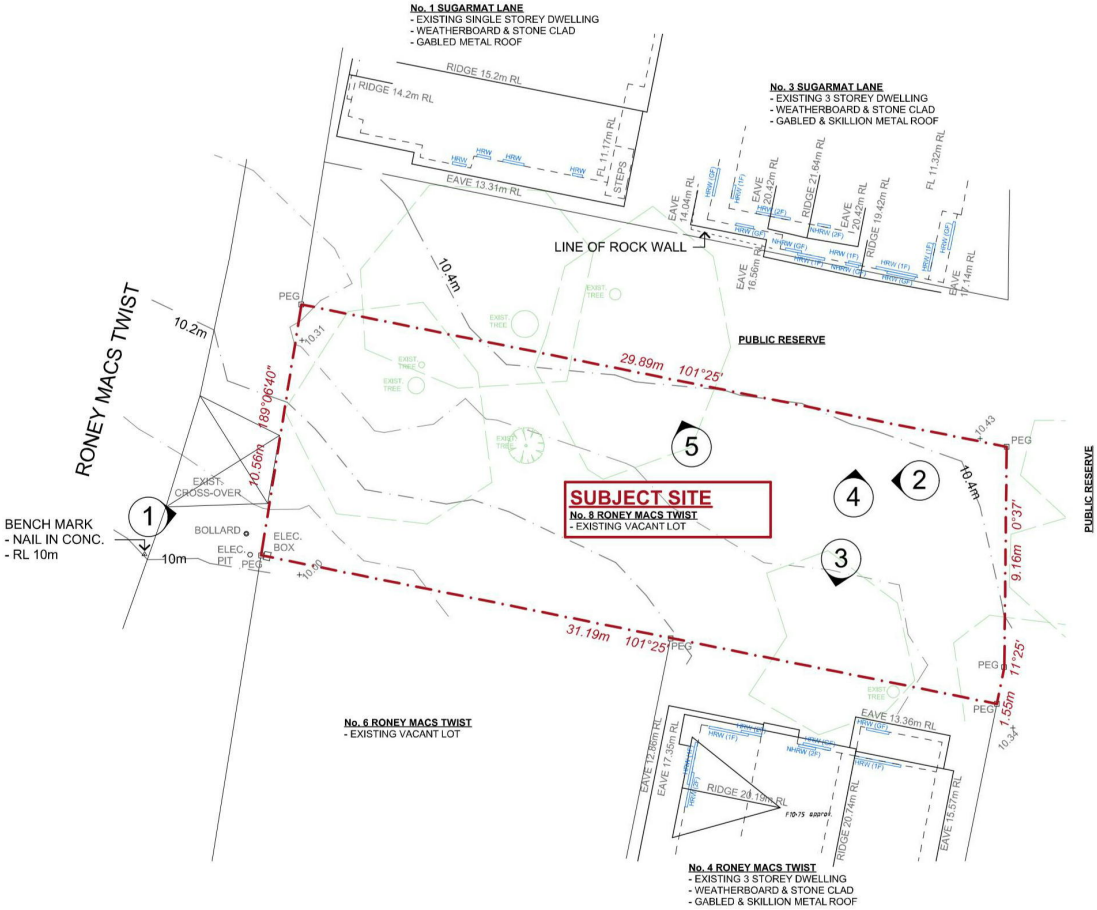
COVERPAGE

DRAWING NO.

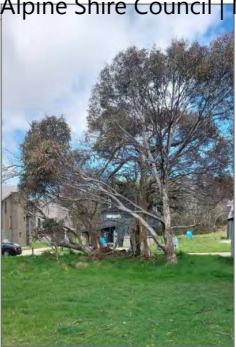
TP.01

PROJECT NAME :

8 Roney Macs Twist



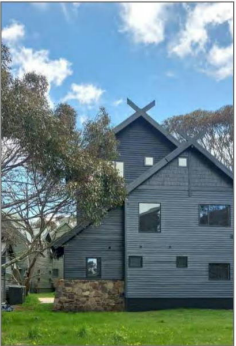
1: SUBJECT SITE
- VIEWED FROM SOUTH WEST



2: SUBJECT SITE
- VIEWED FROM EAST



3: No. 4 RONEY MACS TWIST
- VIEWED FROM NORTH



4: No. 3 SUGARMAT LANE
- VIEWED FROM SOUTH



5: No. 1 and 3 SUGARMAT LANE
- VIEWED FROM SOUTH EAST

SITE STATISTICS

	EXISTING	PROPOSED
SITE AREA (m ²)	323 m ²	323 m ²
TOTAL HABITABLE FLOOR AREA (m ²)	~ m ²	~ m ²
GROUND FLOOR AREA (m ²)	~ m ²	~ m ²
FIRST FLOOR AREA (m ²)	~ m ²	~ m ²
SECOND FLOOR AREA (m ²)	~ m ²	~ m ²
TOTAL NON-HABITABLE AREA (m ²)	~ m ²	~ m ²
CARPORT (m ²)	~ m ²	~ m ²
GARAGE (m ²)	~ m ²	~ m ²
TOTAL DWELLING FLOOR AREA (m ²)	~ m ²	~ m ²
TOTAL DWELLING SPDS AREA (m ²)	~ m ²	~ m ²
SITE COVERAGE (%)	0 m ²	0 m ²
SITE PERMEABILITY (%)	323 m ²	323 m ²
GARDEN AREA (%)	323 m ²	323 m ²
GARDEN AREA (%)	100%	100%

NOTE: DWELLING AREAS MEASURED TO INTERNAL FACE OF WALLS

CLIMATE STATISTICS

SITE: 8 RONEY MACS TWIST, VIC. 3898 (1.87km AHD)
BOM Climate Zone: 8 - Cairnmu
Climate Description: Low humidity, four distinct seasons. Cold to very cold winters with occasional warm to hot, dry summers. Variable conditions through spring & autumn.

BOM Climate Statistics (1980 - 2025) for Mt. Hotham (1.86km AHD)

Parameter	Value
Average Max. Temp. (Jan-Jul-Aug)	= 15.1°C (max. recorded = 32.5°C)
Average Min. Temp. (Dec-Jan-Feb)	= 7.4°C (min. recorded = -5.4°C)
Average No. Days >= 30°C (Dec-Jan-Feb)	= 0 days
Average No. Days >= 45°C (Dec-Jan-Feb)	= 0 days
Average No. Days >= 30°C (Jan-Jul-Aug)	= 0 days
Average No. Days >= 45°C (Jan-Jul-Aug)	= 0 days
Average Jan Humidity (Dec-Jan-Feb)	= 71% RH @ 10.1°C
Average Jan Humidity (Dec-Jan-Feb)	= 64% RH @ 13.8°C
Average Max. Temp. (Jan-Jul-Aug)	= 6.7°C (max. recorded = 11.6°C)
Average Min. Temp. (Jan-Jul-Aug)	= -3.2°C (min. recorded = -10.4°C)
Average No. Days >= 3°C (Jan-Jul-Aug)	= 82.8 days
Average No. Days >= 7°C (Jan-Jul-Aug)	= 78.2 days
Average Jan Humidity (Jan-Jul-Aug)	= 85% RH @ 1.9°C
Average Jan Humidity (Jan-Jul-Aug)	= 69% RH @ 1.2°C
Average Summer Rainfall (Dec-Jan-Feb)	= 325.9mm
Average Autumn Rainfall (Mar-Apr-May)	= 258.9mm
Average Winter Rainfall (Jun-Jul-Aug)	= 377.0mm
Average Spring Rainfall (Sep-Oct-Nov)	= 328.9mm

Temperature

Solar Irradiance

Cloud Cover

DRAWING TITLE : TOWN PLANNING

1:200 @ A3

REVISION NO.

EXISTING SITE PLAN

Rev.C

PROJECT NAME :

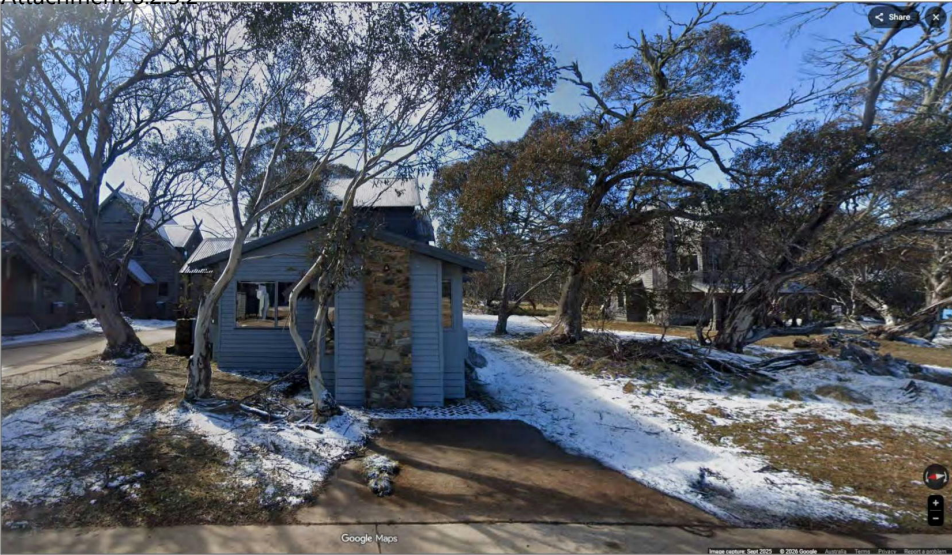
8 Roney Macs Twist

DRAWING NO.

TP.02

Ordinary Council Meeting | 187

Attachment 8.2.5.2



No. 1 SUGARMAT LANE (DWELLING) & PUBLIC RESERVE (RIGHT)
- IMAGE FROM GOOGLE MAPS STREETVIEW, SEPTEMBER 2025



PUBLIC RESERVE & No. 8 RONEY MACS TWIST
- IMAGE FROM GOOGLE MAPS STREETVIEW, SEPTEMBER 2025



No. 8 (CENTRAL SNOW COVERED) & No. 6 (VACANT FOREGROUND RIGHT) & No. 4 (DWELLING BACK RIGHT) OF RONEY MACS TWIST
- IMAGE FROM GOOGLE MAPS STREETVIEW, SEPTEMBER 2025



No. 6 (VACANT FOREGROUND) & No. 4 (DWELLING AT REAR) OF RONEY MACS TWIST
- IMAGE FROM GOOGLE MAPS STREETVIEW, SEPTEMBER 2025

DRAWING TITLE : TOWN PLANNING

@ A3

EXISTING STREETVIEW PHOTO MONTAGE

PROJECT NAME :

8 Roney Macs Twist

REVISION NO.

Rev.C

DRAWING NO.

TP.03

SERVICES:
- ALL UTILITY SERVICES (INC. GAS, SEWER, WATER,
TELEPHONE, ELECTRICITY) TO BE CONNECTED TO LOCAL
RETICULATED SERVICES VIA UNDERGROUND
CONNECTIONS.

Alpine Shire Council | M(9) - 29 September 2026

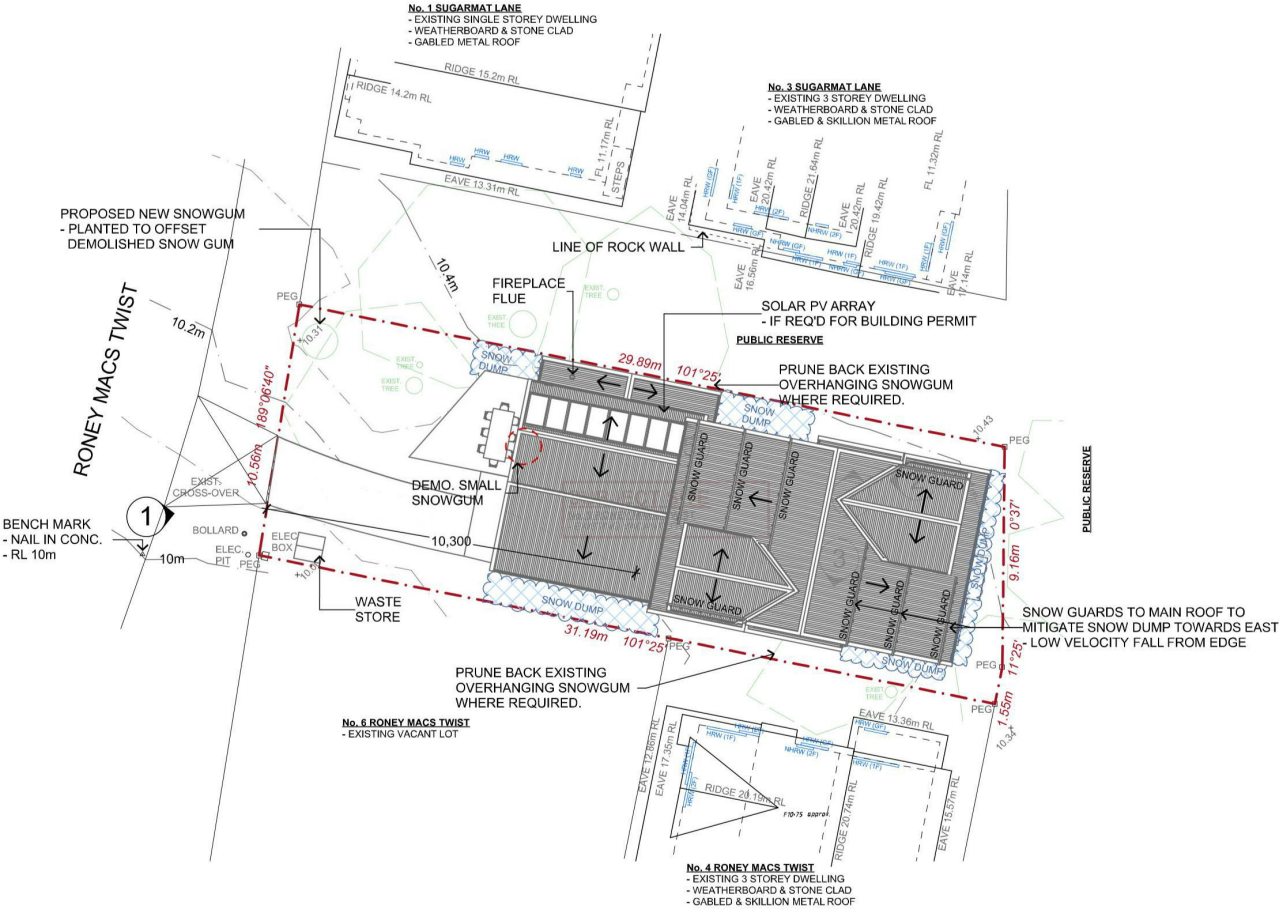
SITE STATISTICS

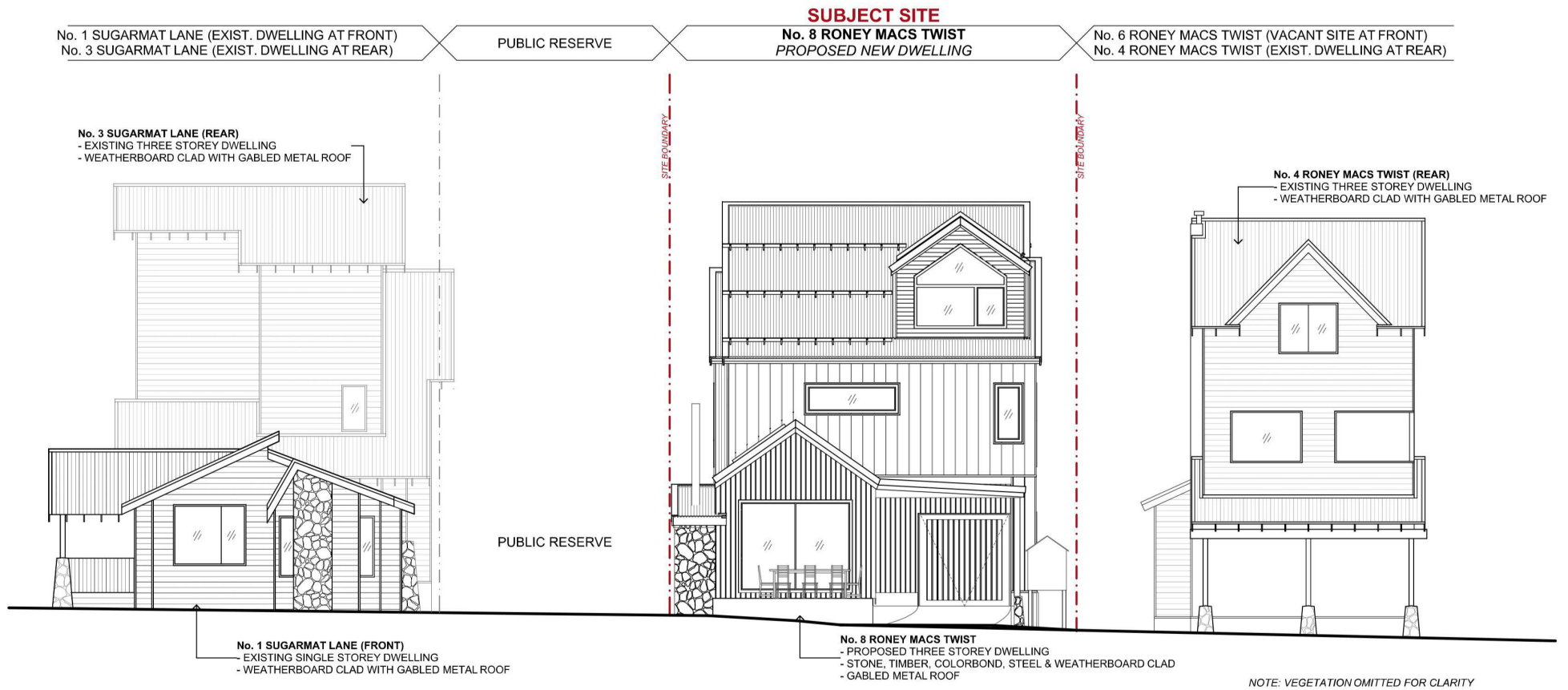
	EXISTING	PROPOSED
SITE AREA (m ²)	323 m ²	323 m ²
TOTAL HABITABLE FLOOR AREA (m ²)	~ m ²	286.4 m ²
GROUND FLOOR AREA (m ²)	~ m ²	75.4 m ²
FIRST FLOOR AREA (m ²)	~ m ²	82.0 m ²
SECOND FLOOR AREA (m ²)	~ m ²	46.0 m ²
TOTAL NON-HABITABLE AREA (m ²)	~ m ²	47.2 m ²
CARPORT (m ²)	~ m ²	13.6 m ²
GARAGE (m ²)	~ m ²	33.9 m ²
TOTAL DWELLING FLOOR AREA (m ²)	~ m ²	162.9 m ²
TOTAL DWELLING FLOOR AREA (m ²)	~ m ²	162.9 m ²
SITE COVERAGE (%)	0 m ²	181.2 m ²
SITE PERMEABILITY (%)	~ m ²	49.9 %
SITE PERMEABILITY (m ²)	323 m ²	131.3 m ²
SITE PERMEABILITY (%)	100%	40.6 %
GARDEN AREA (m ²)	323 m ²	138 m ²
GARDEN AREA (%)	100%	42 %

NOTE: DWELLING AREAS MEASURED TO INTERNAL FACE OF WALLS

CLIMATE STATISTICS

SITE:	8 RONEY MACS TWIST, VIC. 3898 (1.87km AHD)
APRIS Climate Zone:	3 - Ocean
Interim Climate Zone:	25 - Cabramurrumbidgee
Climate Description:	Low humidity, four distinct seasons. Cold to very cold winters with occasional warm to hot, dry summers. Variable conditions through spring & autumn.
BOM Climate Statistics (1980 - 2025) for Mt. Hotham (1,861m AHD):	
Average Max. Temp. (Jan-Jul-Aug)	= 15.1°C (max. recorded = 32.5°C)
Average Min. Temp. (Dec-Jan-Feb)	= 7.4°C (min. recorded = -5.4°C)
Average No. Days >= 30°C (Dec-Jan-Feb)	= 0 days
Average No. Days >= 45°C (Dec-Jan-Feb)	= 0 days
Average No. Days >= 30°C (Dec-Jan-Feb)	= 0 days
Average No. Days >= 45°C (Dec-Jan-Feb)	= 0 days
Average 3pm Humidity (Dec-Jan-Feb)	= 65% RH @ 10.1°C
Average 3pm Humidity (Dec-Jan-Feb)	= 65% RH @ 10.1°C
Average Max. Temp. (Jun-Jul-Aug)	= 6.7°C (max. recorded = 11.6°C)
Average Min. Temp. (Jun-Jul-Aug)	= -3.2°C (min. recorded = -10.4°C)
Average No. Days >= 2°C (Jun-Jul-Aug)	= 82.8 days
Average No. Days >= 2°C (Jun-Jul-Aug)	= 78.2 days
Average 3pm Humidity (Jun-Jul-Aug)	= 85% RH @ 1.9°C
Average 3pm Humidity (Jun-Jul-Aug)	= 85% RH @ 1.9°C
Average Summer Rainfall (Dec-Jan-Feb)	= 325.9mm
Average Summer Rainfall (Dec-Jan-Feb)	= 326.0mm
Average Winter Rainfall (Jun-Jul-Aug)	= 377.0mm
Average Winter Rainfall (Jun-Jul-Aug)	= 326.0mm





DRAWING TITLE : TOWN PLANNING

1:100 @ A3

REVISION NO.

PROPOSED STREETVIEW ELEVATION

Rev.C

PROJECT NAME :

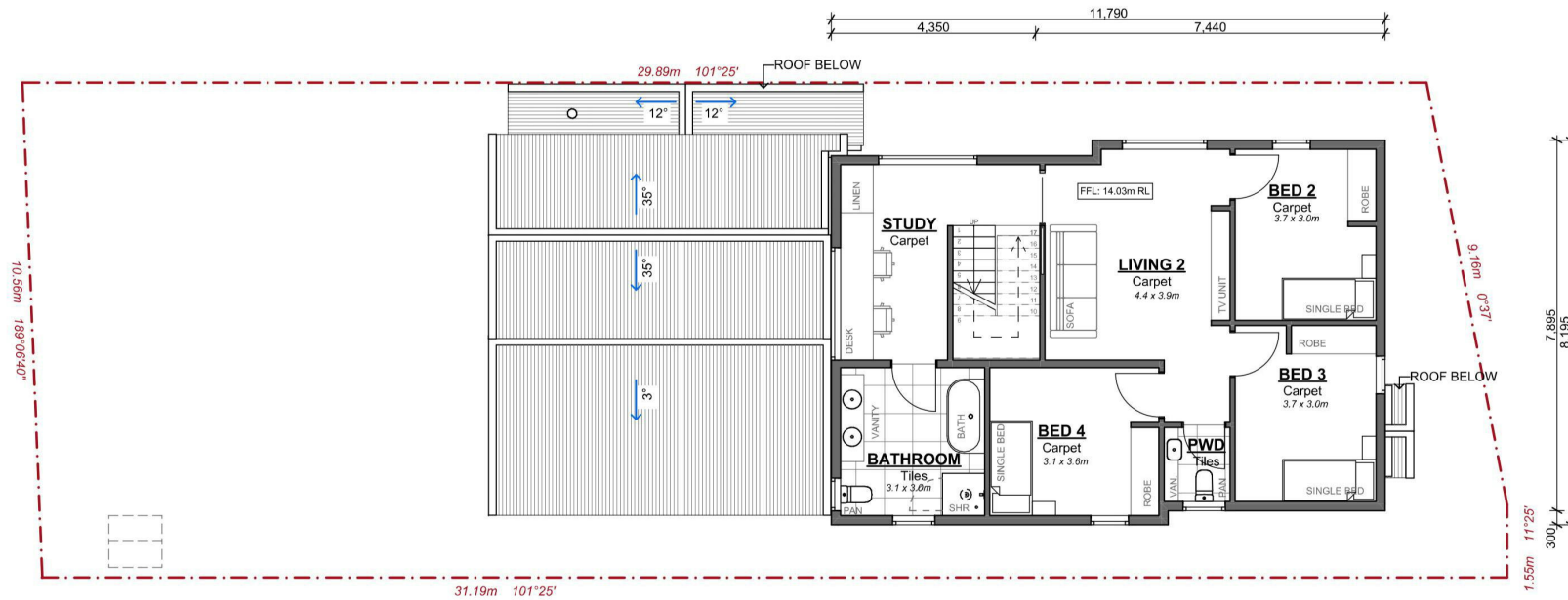
8 Roney Macs Twist

DRAWING NO.

TP.05

Ordinary Council Meeting | 190





DRAWING TITLE : TOWN PLANNING

1:100 @ A3

REVISION NO.

PROPOSED FIRST FLOOR PLAN**Rev.C**

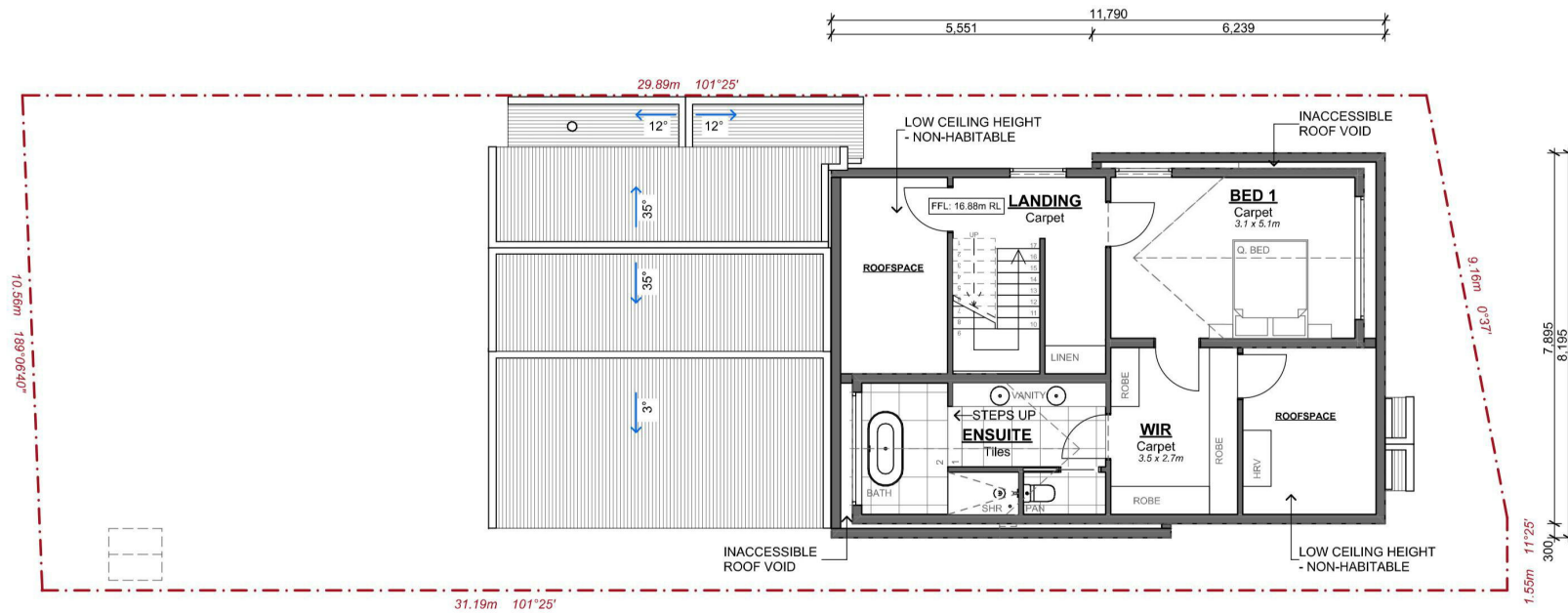
PROJECT NAME :

8 Roney Macs Twist

DRAWING NO.

TP.07

Ordinary Council Meeting | 192



DRAWING TITLE : TOWN PLANNING

1:100 @ A3

REVISION NO.

PROPOSED SECOND FLOOR PLAN

Rev.C

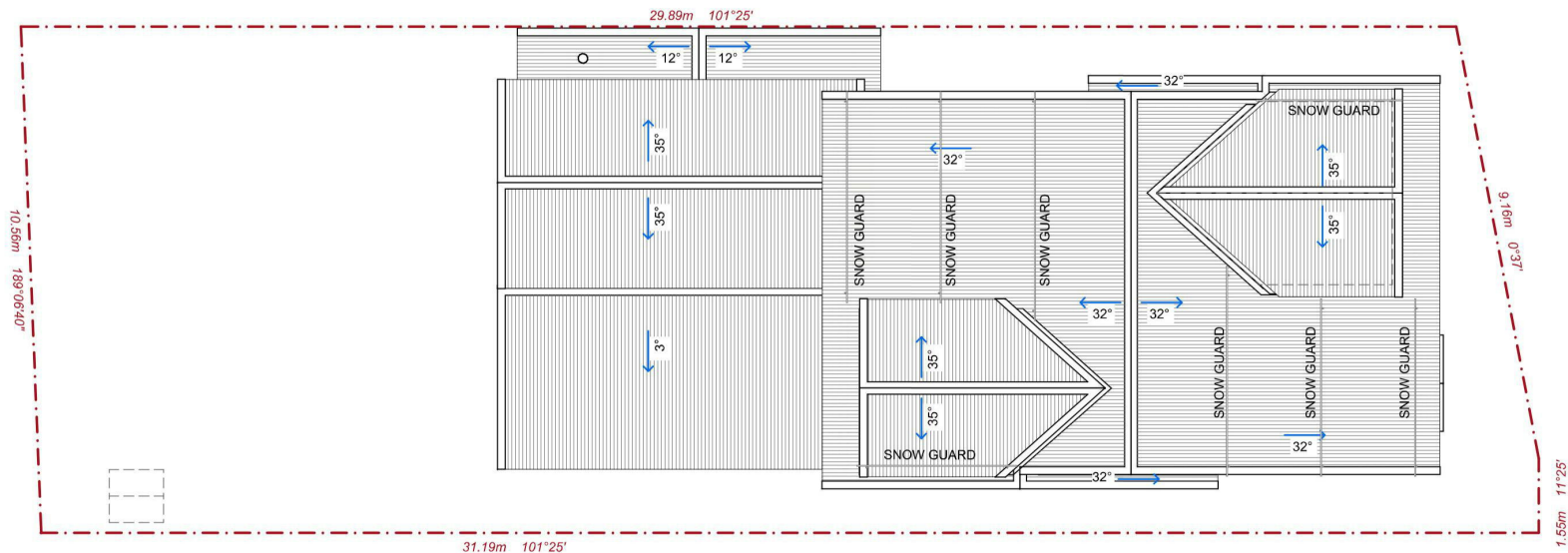
PROJECT NAME :

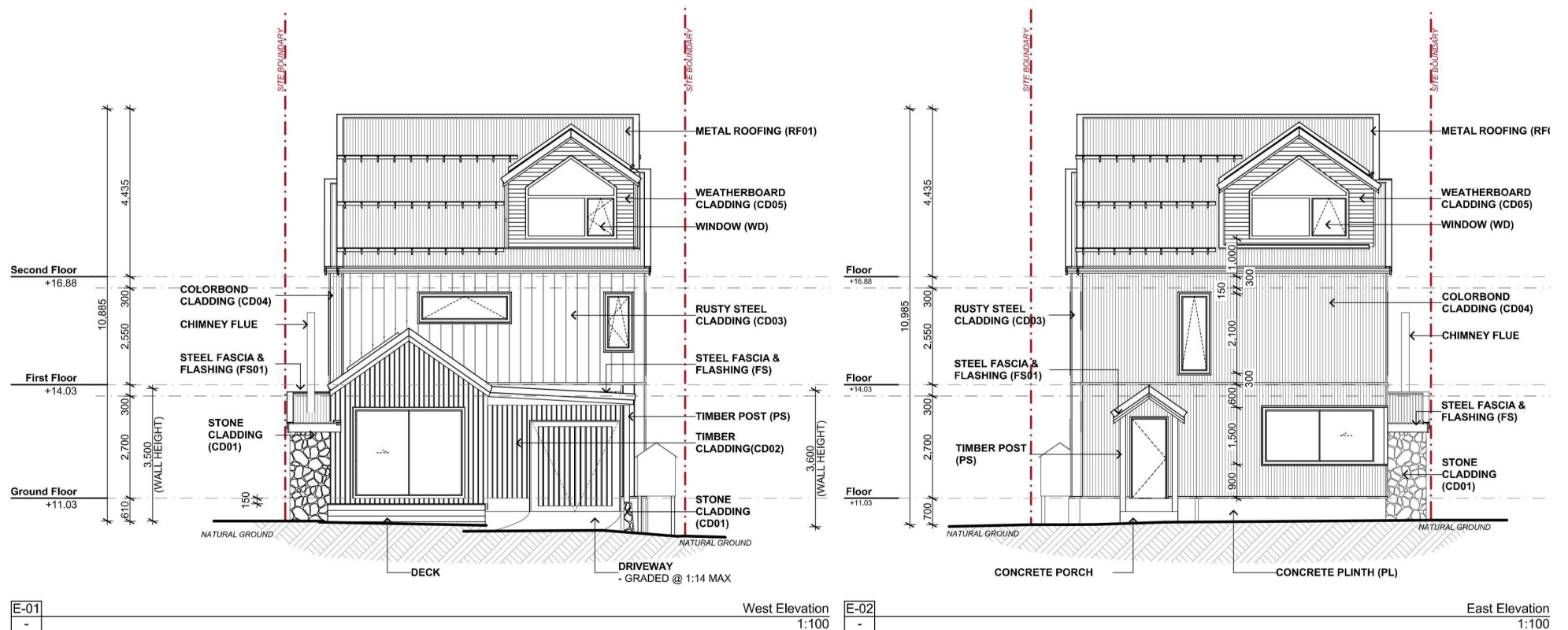
8 Roney Macs Twist

DRAWING NO.

TP.08

Ordinary Council Meeting | 193





DRAWING TITLE : TOWN PLANNING

1:100 @ A3

REVISION NO.

PROPOSED WEST & EAST ELEVATIONS

Rev.C

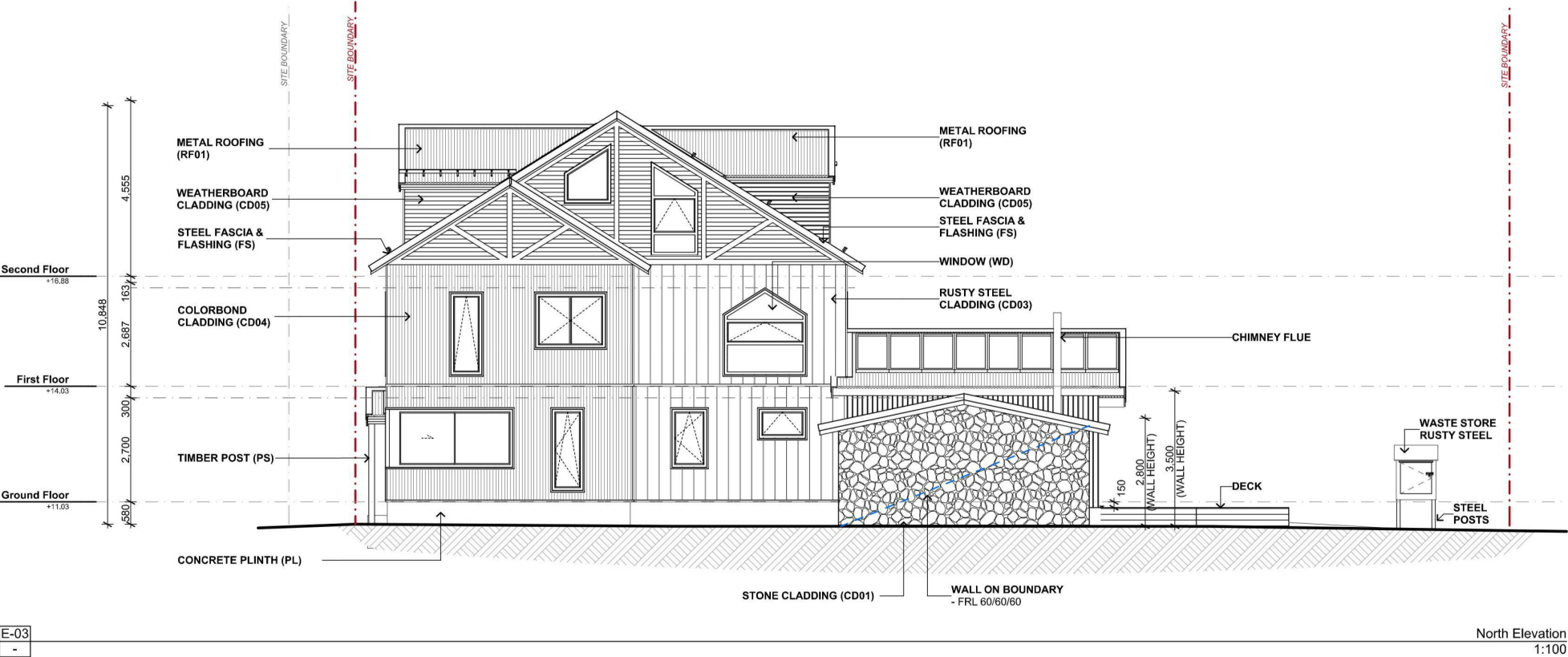
PROJECT NAME :

8 Roney Macs Twist

DRAWING NO.

TP.10

Ordinary Council Meeting | 195



DRAWING TITLE : TOWN PLANNING

1:100 @ A3

REVISION NO.

PROPOSED NORTH ELEVATION

Rev.C

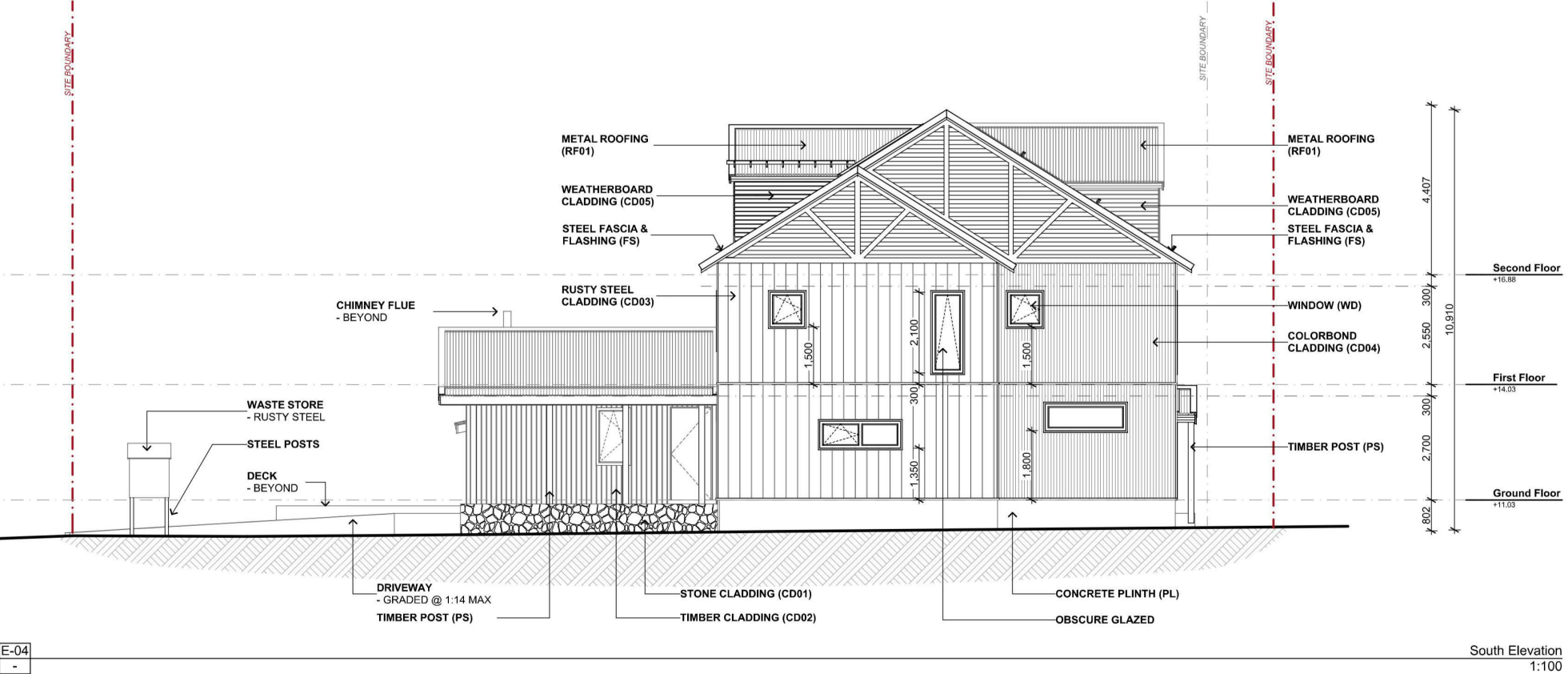
PROJECT NAME :

8 Roney Macs Twist

DRAWING NO.

TP.11

Ordinary Council Meeting | 196



E-04

DRAWING TITLE : TOWN PLANNING

1:100 @ A3

REVISION NO.

PROPOSED SOUTH ELEVATION

Rev.C

PROJECT NAME :

8 Roney Macs Twist

DRAWING NO.

TP.12

Ordinary Council Meeting | 197

PROPOSED EXTERNAL FINISHES SCHEDULE



CD01 - STONE CLADDING
'BENAMBRA' STONE'
OR SIMILAR



CD02 - TIMBER CLADDING
HARDWOOD
NATURAL SEALANT FINISH



CD03 - STEEL CLADDING
WEATHERING STEEL
'DOMINION' PROFILE



CD04 - STEEL CLADDING
'COLORBOND GLUEGUM'
CUSTOM ORB PROFILE



CD05 - WEATHERBOARD CLADDING
'COLORBOND DUNE'
LINEA PROFILE



RF01 - METAL ROOFING
'COLORBOND IRONSTONE'
'CUSTOM ORB' PROFILE



PS - TIMBER POST
ROUGH SAWN HARDWOOD
NATURAL SEALANT



PL - PLINTH
PAINT FINISH
'COLORBOND BLUEGUM'

DRAWING TITLE : TOWN PLANNING

@ A3

PROPOSED FINISHES SCHEDULE

PROJECT NAME :

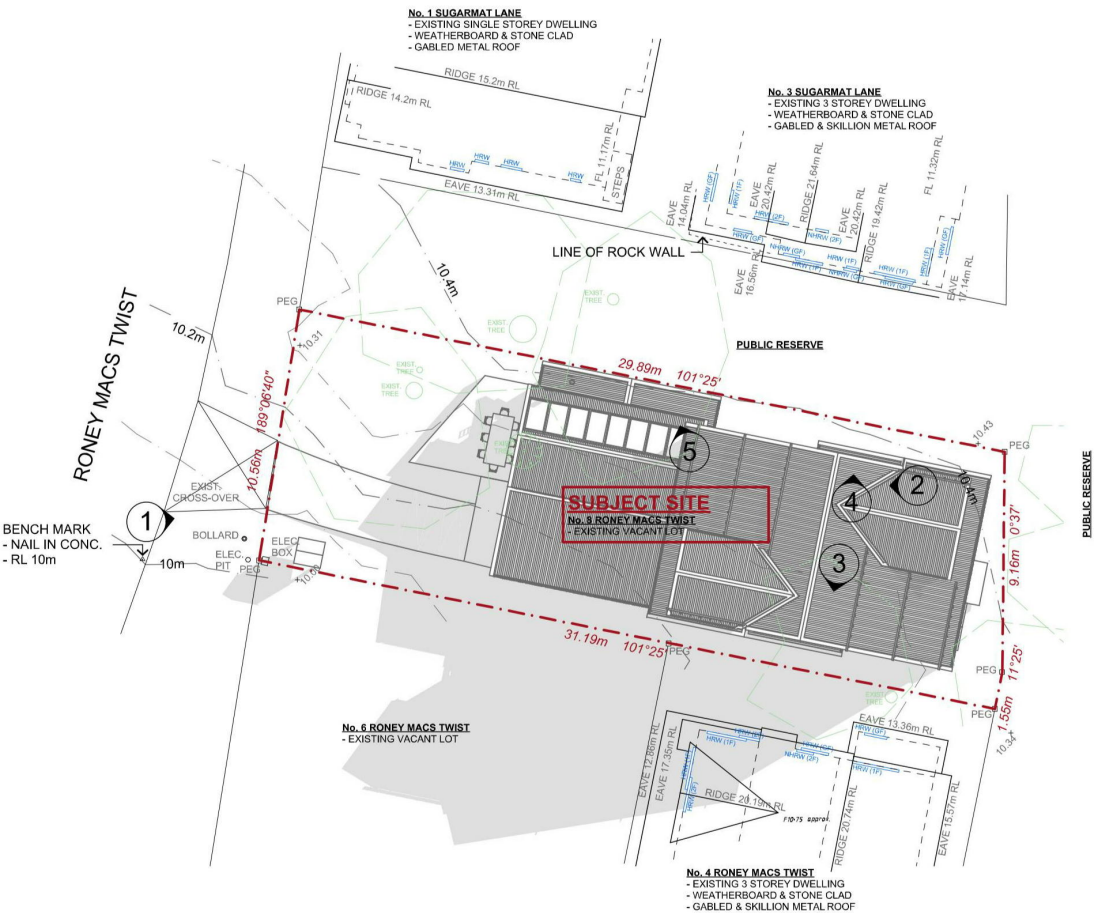
8 Roney Macs Twist

REVISION NO.

Rev.C

DRAWING NO.

TP.13



SITE STATISTICS		
	EXISTING	PROPOSED
SITE AREA (m ²)	323 m ²	323 m ²
TOTAL HABITABLE FLOOR AREA (m ²)	~ m ²	236.4 m ²
GROUND FLOOR AREA (m ²)	~ m ²	75.4 m ²
FIRST FLOOR AREA (m ²)	~ m ²	82.0 m ²
SECOND FLOOR AREA (m ²)	~ m ²	46.0 m ²
TOTAL NON-HABITABLE AREA (m ²)	~ m ²	47.2 m ²
CARPORT (m ²)	~ m ²	13.6 m ²
GARAGE (m ²)	~ m ²	33.9 m ²
TOTAL DWELLING FLOOR AREA (m ²)	~ m ²	162m ²
TOTAL DWELLING SPDS AREA (m ²)	~ m ²	NEL m ²
SITE COVERAGE (m ²)	0 m ²	161.2 m ²
SITE COVERAGE (%)	0%	49.9 %
SITE PERMEABILITY (m ²)	323 m ²	131.3 m ²
SITE PERMEABILITY (%)	100%	40.6 %
GARDEN AREA (m ²)	323 m ²	138 m ²
GARDEN AREA (%)	100%	42 %

CLIMATE STATISTICS	
SITE:	8 RONEY MACS TWIST, VIC, 3898 (1.817m AHD)
APSC Climate Zone:	3 - Marine
Hare-Bris Climate Zone:	25 - Cairnmuir
Climate Description:	Low humidity, four distinct seasons. Cold to very cold winters with occasional warm to hot, dry summers. Variable conditions through spring and autumn.
BOM Climate Statistics (1990 - 2025) for Mt. Hotham (1,861m AHD)	
Average Max. Temp. (Jan-Jul-Aug)	= 15.1°C (max. recorded = 32.5°C)
Average Min. Temp. (Dec-Jan-Feb)	= 7.4°C (min. recorded = -5.4°C)
Average No. Days >= 30°C (Dec-Jan-Feb)	= 0 days
Average No. Days >= 45°C (Dec-Jan-Feb)	= 0 days
Average No. Days >= 30°C (Dec-Jan-Feb)	= 0 days
Average Jan Humidity (Dec-Jan-Feb)	= 71% RH @ 10.1°C
Average 3pm Humidity (Dec-Jan-Feb)	= 64% RH @ 13.8°C
Average Max. Temp. (Jun-Jul-Aug)	= 6.7°C (max. recorded = 11.6°C)
Average Min. Temp. (Jun-Jul-Aug)	= -3.2°C (min. recorded = -10.4°C)
Average No. Days >= 2°C (Jun-Jul-Aug)	= 82.8 days
Average No. Days >= 7°C (Jun-Jul-Aug)	= 78.2 days
Average Jan Humidity (Jun-Jul-Aug)	= 65% RH @ 1.9°C
Average 3pm Humidity (Jun-Jul-Aug)	= 69% RH @ 1.2°C
Average Summer Rainfall (Dec-Jan-Feb)	= 325.9mm
Average Autumn Rainfall (Mar-Apr-May)	= 256.9mm
Average Winter Rainfall (Jun-Jul-Aug)	= 377.0mm
Average Spring Rainfall (Sep-October)	= 326.9mm

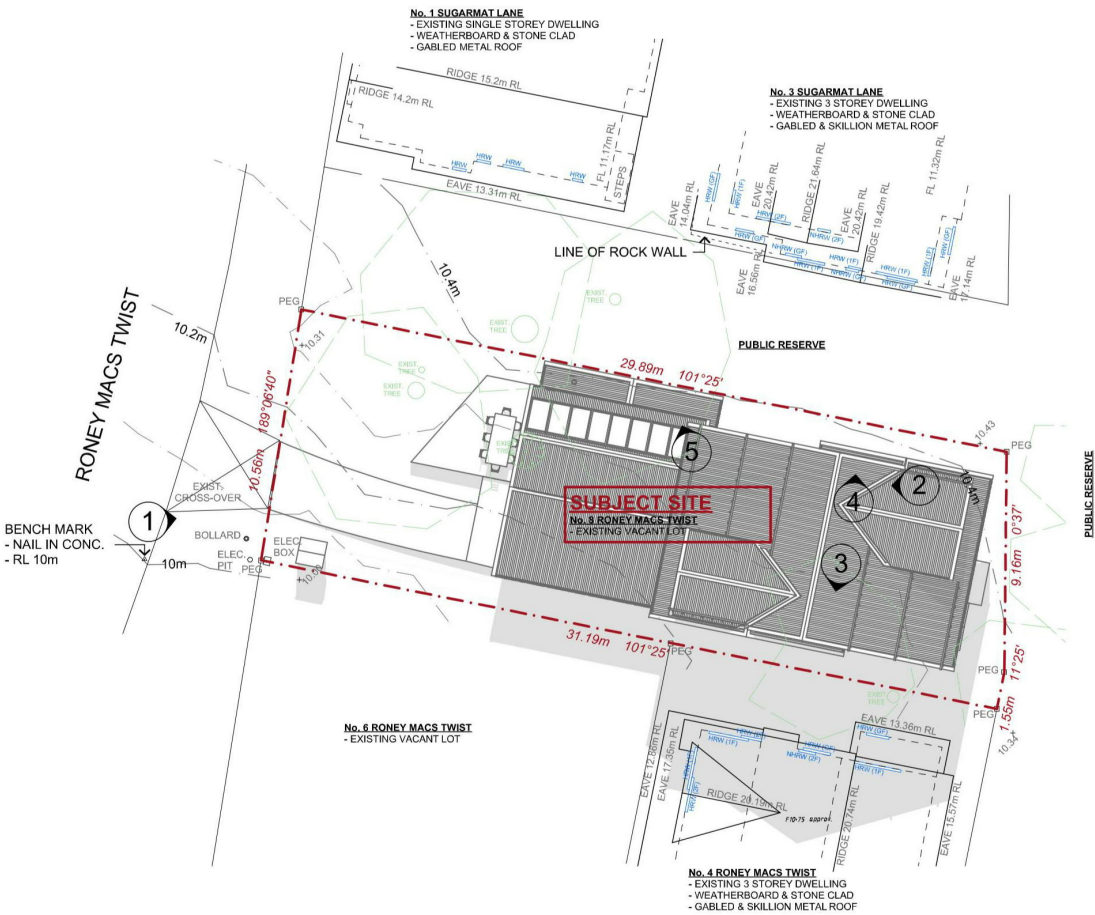


DRAWING TITLE : TOWN PLANNING
SHADOW DIAGRAM - 9am 22 SEP.
PROJECT NAME :
8 Roney Macs Twist

1:200 @ A3

REVISION NO.
Rev.C

DRAWING NO.
TP.14

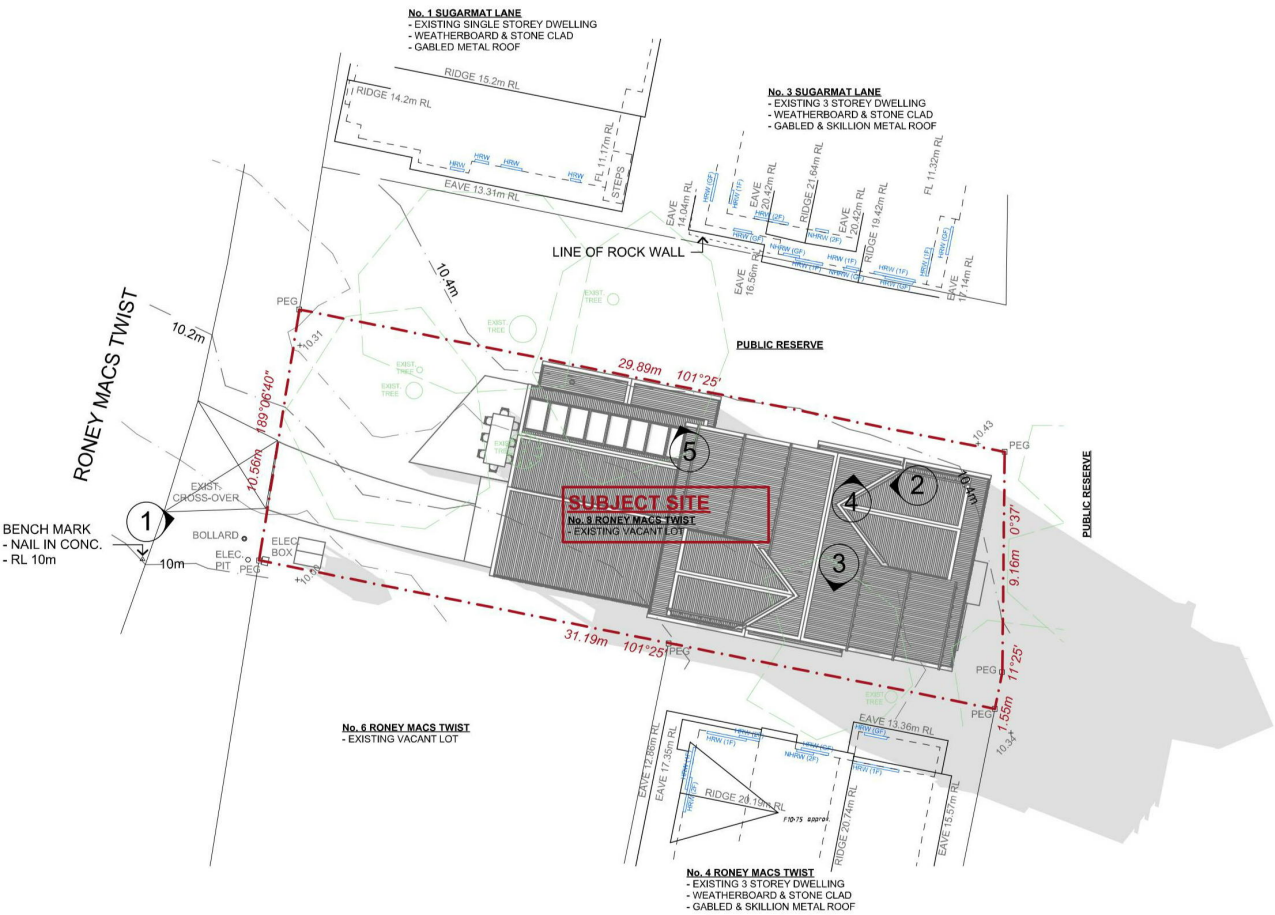


SITE STATISTICS		
	EXISTING	PROPOSED
SITE AREA (m²)	323 m²	323 m²
TOTAL HABITABLE FLOOR AREA (m²)	~ m²	286.4 m²
GROUND FLOOR AREA (m²)	~ m²	75.4 m²
FIRST FLOOR AREA (m²)	~ m²	82.0 m²
SECOND FLOOR AREA (m²)	~ m²	46.0 m²
TOTAL NON-HABITABLE AREA (m²)	~ m²	47.2 m²
CARPORT (m²)	~ m²	13.6 m²
GARAGE (m²)	~ m²	33.9 m²
TOTAL DWELLING FLOOR AREA (m²)	~ m²	169m²
TOTAL DWELLING SPDS AREA (m²)	~ m²	NEL m²
SITE COVERAGE (m²)	0 m²	161.2 m²
SITE COVERAGE (%)	0%	49.9%
SITE PERMEABILITY (m²)	323 m²	131.3 m²
SITE PERMEABILITY (%)	100%	40.6%
GARDEN AREA (m²)	323 m²	138 m²
GARDEN AREA (%)	100%	42 %

NOTE: DWELLING AREAS MEASURED TO INTERNAL FACE OF WALLS

CLIMATE STATISTICS	
SITE:	8 RONEY MACS TWIST, VIC, 3898 (1.817m AHD)
AUSCIS Climate Zone:	3 - Marine
Interim Climate Zone:	25 - Cabramurrumbidgee
Climate Description:	Low humidity, four distinct seasons. Cold to very cold winters with occasional warm to hot, dry summers. Variable conditions through spring and autumn.
BOM Climate Statistics (1980 - 2025) for Mt. Hotham (1,861m AHD)	
Average Max. Temp. (Jan-Jul-Aug)	= 15.1°C (max. recorded = 32.5°C)
Average Min. Temp. (Dec-Jan-Feb)	= 7.4°C (min. recorded = -5.4°C)
Average No. Days >= 30°C (Dec-Jan-Feb)	= 0 days
Average No. Days >= 45°C (Dec-Jan-Feb)	= 0 days
Average No. Days >= 30°C (Dec-Jan-Feb)	= 0 days
Average Jan Humidity (Dec-Jan-Feb)	= 71% RH @ 10.1°C
Average 3pm Humidity (Dec-Jan-Feb)	= 64% RH @ 13.8°C
Average Max. Temp. (Jun-Jul-Aug)	= 6.7°C (max. recorded = 11.6°C)
Average Min. Temp. (Jun-Jul-Aug)	= -3.2°C (min. recorded = -10.4°C)
Average No. Days >= 2°C (Jun-Jul-Aug)	= 82.8 days
Average No. Days >= 7°C (Jun-Jul-Aug)	= 76.2 days
Average Jan Humidity (Jun-Jul-Aug)	= 65% RH @ 11.9°C
Average 3pm Humidity (Jun-Jul-Aug)	= 69% RH @ 11.2°C
Average Summer Rainfall (Dec-Jan-Feb)	= 325.9mm
Average Autumn Rainfall (Mar-Apr-May)	= 256.9mm
Average Winter Rainfall (Jun-Jul-Aug)	= 377.0mm
Average Spring Rainfall (Sep-Oct-Nov)	= 326.9mm





SITE STATISTICS		
	EXISTING	PROPOSED
SITE AREA (m ²)	323 m ²	323 m ²
TOTAL HABITABLE FLOOR AREA (m ²)	~ m ²	286.4 m ²
GROUND FLOOR AREA (m ²)	~ m ²	75.4 m ²
FIRST FLOOR AREA (m ²)	~ m ²	82.0 m ²
SECOND FLOOR AREA (m ²)	~ m ²	46.0 m ²
TOTAL NON-HABITABLE AREA (m ²)	~ m ²	47.2 m ²
CARPORT (m ²)	~ m ²	13.6 m ²
GARAGE (m ²)	~ m ²	33.9 m ²
TOTAL DWELLING FLOOR AREA (m ²)	~ m ²	162.9 m ²
TOTAL DWELLING FLOOR AREA (m ²)	~ m ²	162.9 m ²
SITE COVERAGE (%)	0 m ²	161.2 m ²
SITE PERMEABILITY (%)	~ m ²	49.9 %
SITE PERMEABILITY (%)	~ m ²	131.3 m ²
GARDEN AREA (m ²)	~ m ²	48.6 %
GARDEN AREA (%)	~ m ²	138 m ²
NOTE: DWELLING AREAS MEASURED TO INTERNAL FACE OF WALLS		

CLIMATE STATISTICS

SITE:

APSC Climate Zone:

Interim Climate Zone:

8 RONEY MACS TWIST, VIC, 3898 (1.81km AHD)

3 - Marine

25 - Cabramurra

Climate Description:

Low humidity, four distinct seasons. Cold to very cold winters with occasional warm to hot, dry summers. Variable conditions through spring and autumn.

BOM Climate Statistics (1980 - 2025) for Mt. Hotham (1.81km AHD)

Average Max. Temp. (Jan-Jul-Aug)

Average Min. Temp. (Dec-Jan-Feb)

Average No. Days >= 30°C (Dec-Jan-Feb)

Average No. Days >= 45°C (Dec-Jan-Feb)

Average No. Days >= 30°C (Dec-Jan-Feb)

Average Jan Humidity (Dec-Jan-Feb)

Average 3pm Humidity (Dec-Jan-Feb)

Average Max. Temp. (Jun-Jul-Aug)

Average Min. Temp. (Jun-Jul-Aug)

Average No. Days >= 2°C (Jun-Jul-Aug)

Average No. Days >= 7°C (Jun-Jul-Aug)

Average Jan Humidity (Jun-Jul-Aug)

Average 3pm Humidity (Jun-Jul-Aug)

Average Summer Rainfall (Dec-Jan-Feb)

Average Autumn Rainfall (Mar-Apr-May)

Average Winter Rainfall (Jun-Jul-Aug)

Average Spring Rainfall (Sep-Oct-Nov)

= 15.1°C (max. recorded = 32.5°C)

= 7.4°C (min. recorded = -5.4°C)

= 0 days

= 0 days

= 0 days

= 71% RH @ 10.1°C

= 64% RH @ 13.8°C

= 6.7°C (max. recorded = 11.6°C)

= -3.2°C (min. recorded = -10.4°C)

= 82.8 days

= 78.2 days

= 65% RH @ 11.9°C

= 65% RH @ 11.2°C

= 325.9mm

= 258.9mm

= 377.0mm

= 328.9mm



DRAWING TITLE : TOWN PLANNING
SHADOW DIAGRAM - 3pm 22 SEP.
PROJECT NAME :
8 Roney Macs Twist

1:200 @ A3

REVISION NO.
Rev.C

DRAWING NO.
TP.16

Ordinary Council Meeting | 201

BUSHFIRE MANAGEMENT PLAN:

BUSHFIRE ATTACK RATING:

BAL-29

DEFENDABLE SPACE:

- DEFENDABLE SPACE IS PROVIDED AND MANAGED ON A CONTINUING BASIS IN ACCORDANCE WITH THE FOLLOWING REQUIREMENTS:

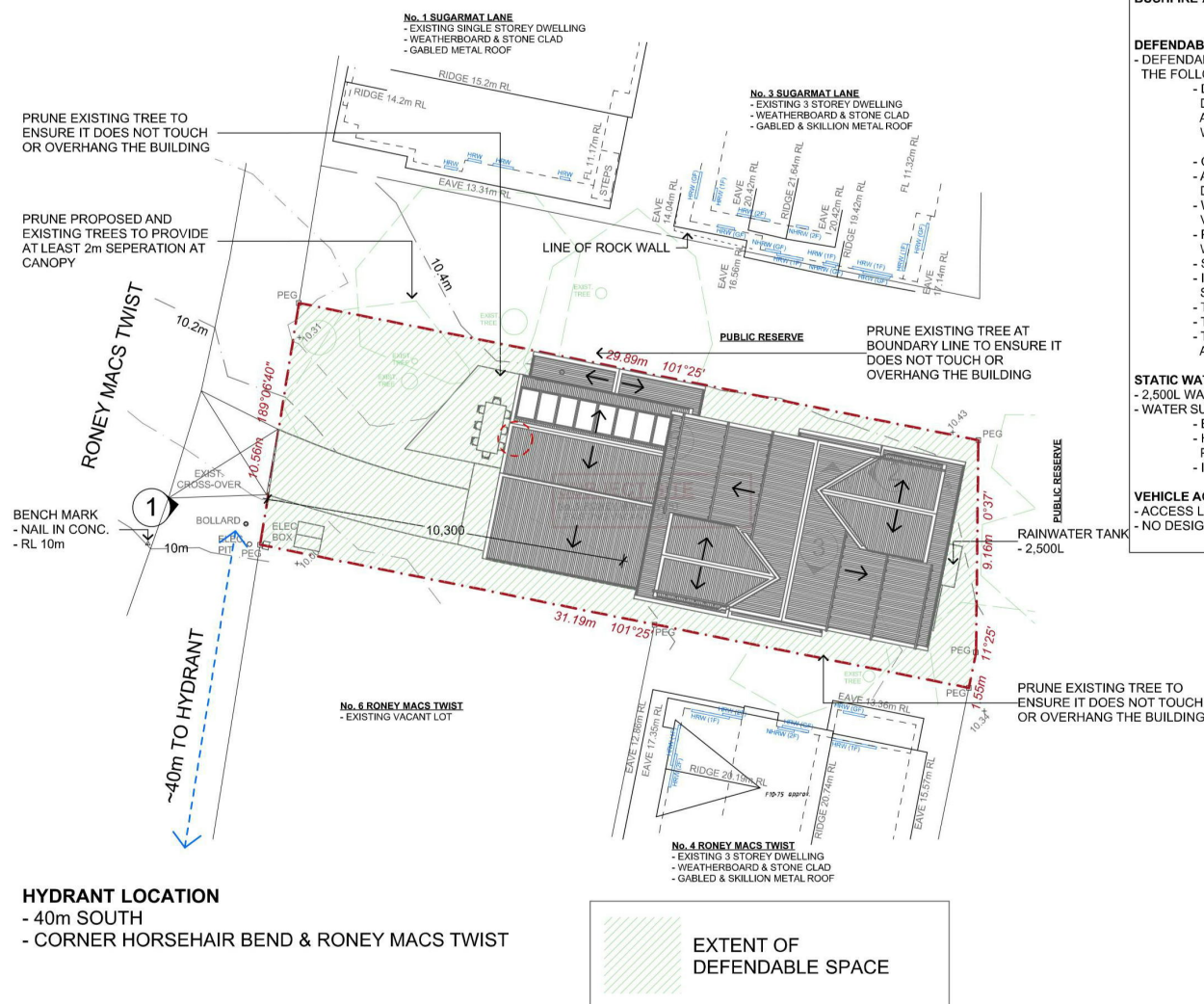
- DEFENDABLE SPACE IS TO BE PROVIDED FOR A DISTANCE OF 30 METRES AROUND THE DWELLING OR TO THE PROPERTY BOUNDARY, WHICHEVER IS THE LESSER AND MAINTAINED IN ACCORDANCE WITH THE VEGETATION MANAGEMENT REQUIREMENTS OF CLAUSE 53.02 WITH THE FOLLOWING VARIATION:
 - THE CANOPY OF TREES MUST BE SEPARATED BY AT LEAST 2 METRES.
- GRASS MUST BE SHORT CROPPED AND MAINTAINED DURING THE DECLARED FIRE DANGER PERIOD
- ALL LEAVES AND VEGETATION DEBRIS MUST BE REMOVED AT REGULAR INTERVALS DURING THE DECLARED FIRE DANGER PERIOD
- WITHIN 10 METRES OF A BUILDING, FLAMMABLE OBJECTS MUST NOT BE LOCATED CLOSE TO THE VULNERABLE PARTS OF THE BUILDING
- PLANTS GREATER THAN 10 CENTIMETRES IN HEIGHT MUST NOT BE PLACED WITHIN 3 METRES OF A WINDOW OR GLASS FEATURE OF A BUILDING
- SHRUBS MUST NOT BE LOCATED UNDER THE CANOPY OF TREES
- INDIVIDUAL AND CLUMPS OF SHRUBS MUST NOT EXCEED 5 SQUARE METRES IN AREA, AND MUST BE SEPARATED BY AT LEAST 2 METRES
- TREES MUST NOT OVERHANG OR TOUCH ANY ELEMENTS OF THE BUILDING
- THE CANOPY OF TREES MUST BE SEPARATED BY AT LEAST 2 METRES
- THERE MUST BE A CLEARANCE OF AT LEAST 2 METRES BETWEEN THE LOWEST TREE BRANCHES AND GROUND LEVEL.

STATIC WATER SUPPLY:

- STATIC WATER SUPPLY:**
 - 2,500L WATER SUPPLY REQUIRED UNDER CLAUSE 53.02 - TABLE 2
 - WATER SUPPLY PROVIDED MUST:
 - BE STORED IN AN ABOVE GROUND WATER TANK CONSTRUCTION
 - HAVE ALL FIXED ABOVE GROUND WATER PIPES AND FITTINGS
 PURPOSES MADE OF CORROSIVE RESISTANT METAL
 - INCLUDE A SEPARATE OUTLET FOR OCCUPANT USE

VEHICLE ACCESS:

- VEHICLE ACCESS:**
- ACCESS LENGTH LESS THAN 30m
- NO DESIGN & CONSTRUCTION REQUIREMENTS APPLY



DRAWING TITLE : TOWN PLANNING

1:200 @ A3

REVISION NO.

BUSHFIRE MANAGEMENT PLAN

Rev.C

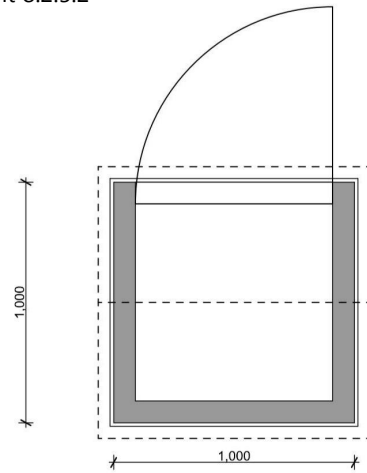
PROJECT NAME :

8 Roney Macs Twist

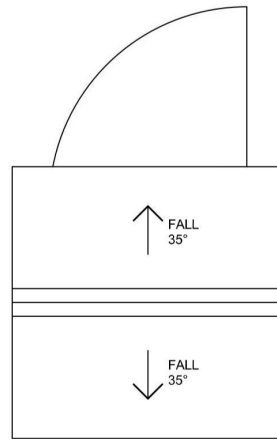
DRAWING NO.

TP.17

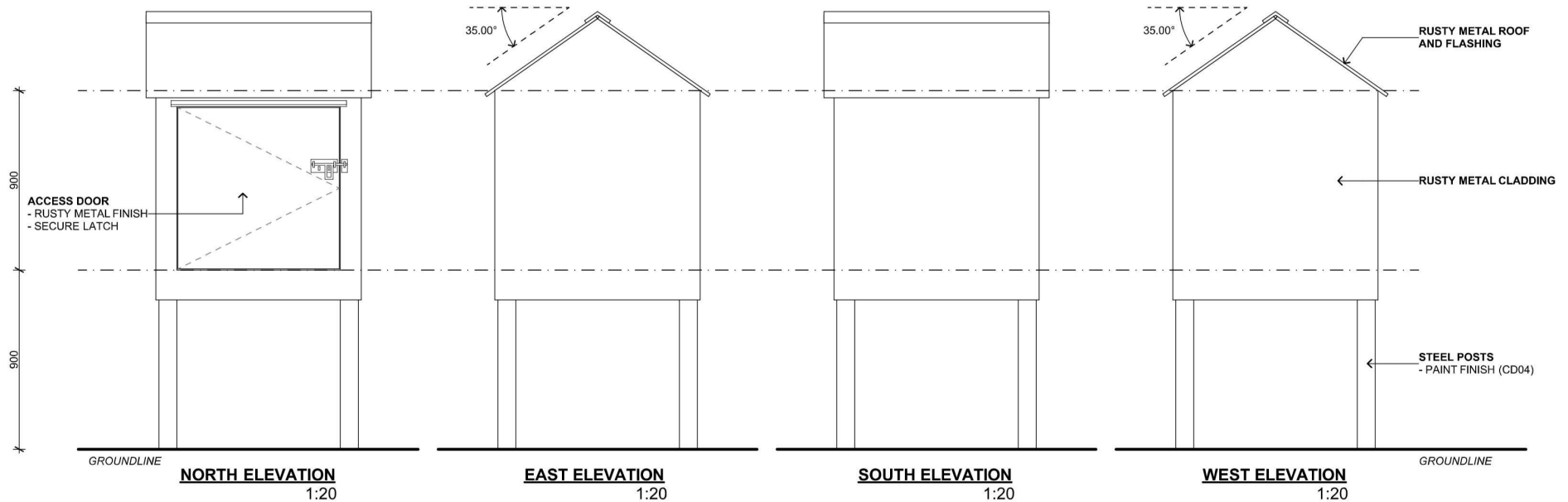
Ordinary Council Meeting | 202



FLOOR PLAN
1:20



ROOF PLAN
1:20



NORTH ELEVATION
1:20

EAST ELEVATION
1:20

SOUTH ELEVATION
1:20

WEST ELEVATION
1:20

DRAWING TITLE : TOWN PLANNING

1:20 @ A3

REVISION NO.

Rev.C

BIN ENCLOSURE

PROJECT NAME :

8 Roney Macs Twist

DRAWING NO.

TP.18

Ordinary Council Meeting | 203

Alpine Shire Council

ANNUAL FINANCIAL REPORT
for the year ended 30 June 2026



Alpine Shire Council

2025/2026 Financial Report

Annual Financial Report for the year ended 30 June 2026

Contents	Page
Certification of the Financial Statements	3
Victorian Auditor-General's Office Report	4
Financial Statements:	
Comprehensive Income Statement	6
Balance Sheet	7
Statement of Changes in Equity	8
Statement of Cash Flows	9
Statement of Capital Works	10
Notes to the Financial Statements	
Note 1 Overview	11
Note 2 Analysis of our results	13
2.1 Performance against budget	13
2.2 Analysis of Council results by program	17
Note 3 Funding for the delivery of our services	19
3.1 Rates and charges	19
3.2 Statutory fees and fines	19
3.3 User fees	20
3.4 Funding from other levels of government	21
3.5 Contributions	24
3.6 Net gain/(loss) on disposal of property, infrastructure, plant and equipment	24
3.7 Other income	24
Note 4 The cost of delivering services	25
4.1 Employee costs	25
4.2 Materials and services	25
4.3 Depreciation	26
4.4 Other expenses	27
4.5 Landfill rehabilitation expenses	27
Note 5 Investing in and financing our operations	28
5.1 Financial assets	28
5.2 Non-financial assets	30
5.3 Payables, trust funds and deposits and contract and other liabilities	31
5.4 Provisions	33
5.5 Financing arrangements	35
5.6 Commitments	36
Note 6 Assets we manage	38
6.1 Property, infrastructure, plant and equipment	38
6.2 Investment property	45
Note 7 People and relationships	46
7.1 Council and key management remuneration	46
7.2 Related party disclosure	49

Alpine Shire Council

2025/2026 Financial Report

Annual Financial Report
for the year ended 30 June 2026

Contents	Page
Note 8 Managing uncertainties	50
8.1 Contingent assets and liabilities	50
8.2 Australian Accounting Standards issued but not yet effective	51
8.3 Financial instruments	51
8.4 Fair value measurement	53
8.5 Events occurring after balance date	54
Note 9 Other matters	55
9.1 Reserves	55
9.2 Reconciliation of cash flows from operating activities to surplus/(deficit)	58
Note 10 Changes in accounting policies	58

DRAFT
for in-principle approval

Alpine Shire Council

2025/2026 Financial Report

Annual Financial Report
for the year ended 30 June 2026

Certification of the Financial Statements

In my opinion, the accompanying financial statements have been prepared in accordance with the *Local Government Act 2020*, the *Local Government (Planning and Reporting) Regulations 2020*, the Australian Accounting Standards and other mandatory professional reporting requirements.

[ResponsibleAccountingOfficer]
Responsible Accounting Officer
Dated: dd MMMM yyyy
Bright, Victoria

In our opinion, the accompanying financial statements present fairly the financial transactions of the Alpine Shire Council for the year ended 30 June 2026 and the financial position of the Council as at that date.

At the date of signing, we are not aware of any circumstances which would render any particulars in the financial statements to be misleading or inaccurate.

We have been authorised by the Council and by the *Local Government (Planning and Reporting) Regulations 2020* to certify the financial statements in their final form.

[Mayor]
Mayor
Dated: dd MMMM yyyy
Bright, Victoria

[Councillor]
Councillor
Dated: dd MMMM yyyy
Bright, Victoria

[GeneralManager]
Chief Executive Officer
Dated: dd MMMM yyyy
Bright, Victoria

Alpine Shire Council

2025/2026 Financial Report

Annual Financial Report
for the year ended 30 June 2026

Victorian Auditor-General's Office Report

Insert VAGO Report here

DRAFT
for in-principle approval

Alpine Shire Council

2025/2026 Financial Report

Annual Financial Report
for the year ended 30 June 2026

Victorian Auditor-General's Office Report (continued)

Insert VAGO Report here

DRAFT
for in-principle approval

Alpine Shire Council

2025/2026 Financial Report

Comprehensive Income Statement

for the year ended 30 June 2026

	Note	2026 \$ '000	2025 \$ '000
Income / Revenue			
Rates and charges	3.1	23,703	22,810
Statutory fees and fines	3.2	667	710
User fees	3.3	1,121	1,258
Grants - operating	3.4	8,100	9,083
Grants - capital	3.4	2,907	13,773
Contributions - monetary	3.5	1,081	997
Contributions - non monetary	3.5	238	168
Fair value increment on investment properties	6.2	150	-
Other income	3.7	2,358	3,028
Total income / revenue		40,325	51,827
Expenses			
Employee costs	4.1	14,312	13,525
Materials and services	4.2	14,755	18,265
Depreciation	4.3	7,455	7,293
Net loss on disposal of property, infrastructure, plant and equipment	3.6	8,647	2,897
Other expenses	4.4	935	1,039
Landfill rehabilitation expense	4.5	819	985
Total expenses		46,923	44,004
Surplus/(deficit) for the year		(6,598)	7,823
Other comprehensive income:			
Items that will not be reclassified to surplus or deficit in future periods			
Net asset revaluation gain/(loss)	6.1	26,141	18,473
Total items which will not be reclassified subsequently to the operating result		26,141	18,473
Total other comprehensive income		26,141	18,473
Total comprehensive result		19,543	26,296

The above comprehensive income statement should be read in conjunction with the accompanying notes.

Alpine Shire Council

2025/2026 Financial Report

Balance Sheet

as at 30 June 2026

	Note	2026 \$ '000	2025 \$ '000
Assets			
Current assets			
Cash and cash equivalents	5.1	8,218	17,225
Trade and other receivables	5.1	3,269	4,142
Prepayments	5.2	23	22
Other financial assets	5.1	25,996	13,002
Inventories	5.2	78	115
Contract assets	5.1(f)	500	2,227
Other assets	5.2	-	2
Total current assets		38,084	36,735
Non-current assets			
Property, infrastructure, plant and equipment	6.1	387,627	370,932
Investment property	6.2	10,150	10,000
Total non-current assets		397,777	380,932
Total assets		435,861	417,667
Liabilities			
Current liabilities			
Trade and other payables	5.3	1,036	3,454
Trust funds and deposits	5.3	944	1,095
Contract and other liabilities	5.3	2,434	670
Provisions	5.4	3,804	4,542
Total current liabilities		8,218	9,761
Non-current liabilities			
Contract and other liabilities	5.3	239	276
Provisions	5.4	3,725	3,495
Total non-current liabilities		3,964	3,771
Total liabilities		12,182	13,532
Net assets		423,679	404,135
Equity			
Accumulated surplus		178,921	189,907
Reserves	9.1	244,757	214,228
Total Equity		423,678	404,135

The above balance sheet should be read in conjunction with the accompanying notes.

Alpine Shire Council

2025/2026 Financial Report

Statement of Changes in Equity
for the year ended 30 June 2026

	Note	Total \$ '000	Accumulate d Surplus \$ '000	Revaluation Reserves \$ '000	Other Reserves \$ '000
2026					
Balance at beginning of the financial year		404,135	189,907	208,850	5,378
Surplus/(deficit) for the year		(6,598)	(6,598)	-	-
Other comprehensive income					
Net asset revaluation gain/(loss)	6.1	26,141	-	26,141	-
Other comprehensive income		26,141	-	26,141	-
Total comprehensive income		19,543	(6,598)	26,141	-
Transfers to other reserves	9.1	-	1,194	-	(1,194)
Transfers from other reserves	9.1	-	(5,582)	-	5,582
Balance at end of the financial year		423,678	178,921	234,991	9,766
2025					
Balance at beginning of the financial year		377,839	181,419	190,377	6,043
Surplus/(deficit) for the year		7,823	7,823	-	-
Other comprehensive income					
Net asset revaluation gain/(loss)	6.1	18,473	-	18,473	-
Other comprehensive income		18,473	-	18,473	-
Total comprehensive income		26,296	7,823	18,473	-
Transfers from other reserves	9.1	-	665	-	(665)
Balance at end of the financial year		404,135	189,907	208,850	5,378

The above statement of changes in equity should be read in conjunction with the accompanying notes.

Alpine Shire Council

2025/2026 Financial Report

Statement of Cash Flows
for the year ended 30 June 2026

	Note	2026 Inflows/ (Outflows) \$ '000	2025 Inflows/ (Outflows) \$ '000
Cash flows from operating activities			
Rates and charges		23,568	22,139
Statutory fees and fines		667	853
User fees		1,491	1,218
Grants - operating		8,561	8,898
Grants - capital		6,612	2,912
Contributions - monetary		1,145	997
Interest received		1,427	1,989
Rent received		981	883
Trust funds and deposits taken		-	396
Other receipts		216	353
Net GST refund/(payment)		1,977	2,703
Employee costs		(14,153)	(13,271)
Materials and services		(19,359)	(20,037)
Trust funds and deposits repaid		(151)	-
Other payments		(2,478)	(1,085)
Net cash provided by/(used in) operating activities	9.2	10,504	8,948
Cash flows from investing activities			
Payments for property, infrastructure, plant and equipment	6.1	(6,518)	(16,775)
Payments for investments		(12,994)	-
Proceeds from sale of investments		-	13,998
Net cash provided by/(used in) investing activities		(19,512)	(2,777)
Net Increase (decrease) in cash and cash equivalents		(9,008)	6,171
Cash and cash equivalents at the beginning of the financial year		17,225	11,054
Cash and cash equivalents at the end of the financial year	5.1	8,217	17,225
Financing arrangements	5.5	300	300

The above statement of cash flows should be read in conjunction with the accompanying notes.

Alpine Shire Council

2025/2026 Financial Report

Statement of Capital Works
for the year ended 30 June 2026

	Note	2026 \$ '000	2025 \$ '000
Property			
Land		19	546
Total land		19	546
Buildings		2,061	4,886
Total buildings		2,061	4,886
Total property		2,080	5,432
Plant and equipment			
Plant, machinery and equipment		596	1,695
Fixtures, fittings and furniture		-	102
Computers and telecommunications		105	13
Library books		77	79
Waste		116	-
Total plant and equipment		894	1,889
Infrastructure			
Roads		1,448	1,339
Bridges		575	585
Footpaths and cycleways		631	2,475
Drainage		215	315
Recreational, leisure and community facilities		675	324
Waste management		-	67
Parks, open space and streetscapes		-	4,329
Total infrastructure		3,544	9,434
Total capital works expenditure	6.1	6,518	16,755
Represented by:			
New asset expenditure		1,267	6,313
Asset renewal expenditure		4,075	4,531
Asset upgrade expenditure		1,176	5,911
Total capital works expenditure		6,518	16,755

The above statement of capital works should be read in conjunction with the accompanying notes.

Alpine Shire Council

2025/2026 Financial Report

Notes to the Financial Statements for the year ended 30 June 2026

Note 1. Overview

Introduction

The Alpine Shire Council (Council) was established by an Order of the Governor in Council on 18 November 1994 and is a body corporate. The Council's main office is located at 2 Churchill Avenue, Bright, Victoria 3741

Statement of compliance

These financial statements are a general purpose financial report that consists of a Comprehensive Income Statement, Balance Sheet, Statement of Changes in Equity, Statement of Cash Flows, Statement of Capital Works and Notes accompanying these financial statements. The general purpose financial report complies with Australian Accounting Standards (AAS), other authoritative pronouncements of the Australian Accounting Standards Board, the *Local Government Act 2020*, and the *Local Government (Planning and Reporting) Regulations 2020*.

The Council is a not-for-profit entity and therefore applies the additional AUS paragraphs applicable to a not-for-profit entity under the Australian Accounting Standards.

Accounting policy information

1.1 Basis of accounting

Accounting policies are selected and applied in a manner which ensures that the resulting financial information satisfies the concepts of relevance and reliability, thereby ensuring that the substance of the underlying transactions or other events is reported. Specific accounting policies applied are disclosed in sections where the related balance or financial statement matter is disclosed.

The accrual basis of accounting has been used in the preparation of these financial statements, except for the cash flow information, whereby assets, liabilities, equity, income and expenses are recognised in the reporting period to which they relate, regardless of when cash is received or paid.

Judgements, estimates and assumptions are required to be made about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and associated judgements are based on professional judgement derived from historical experience and various other factors that are believed to be reasonable under the circumstances. Actual results may differ from these estimates.

The financial statements are based on the historical cost convention unless a different measurement basis is specifically disclosed in the notes to the financial statements.

The financial statements have been prepared on a going concern basis. The financial statements are in Australian dollars. The amounts presented in the financial statements have been rounded to the nearest thousand dollars unless otherwise specified. Minor discrepancies in tables between totals and the sum of components are due to rounding.

Revisions to accounting estimates are recognised in the period in which the estimate is revised and also in future periods that are affected by the revision. Judgements and assumptions made by management in the application of AAS's that have significant effects on the financial statements and estimates relate to:

- the fair value of land, buildings, infrastructure, plant and equipment (refer to Note 6.1.)
- the determination of depreciation for buildings, infrastructure, plant and equipment (refer to Note 6.1.).
- the determination of employee provisions (refer to Note 5.4.).
- the determination of landfill provisions (refer to Note 5.4.)
- the determination of whether performance obligations are sufficiently specific so as to determine whether an arrangement is within the scope of *AASB 15 Revenue from Contracts with Customers* or *AASB 1058 Income of Not-for-Profit Entities* (refer to Note 3)
- the determination, in accordance with *AASB 16 Leases*, of the lease term, the estimation of the discount rate when not implicit in the lease and whether an arrangement is in substance short-term or low value

Unless otherwise stated, all accounting policies are consistent with those applied in the prior year. Where appropriate, comparative figures have been amended to accord with current presentation, and disclosure has been made of any material changes to comparatives.

Alpine Shire Council

2025/2026 Financial Report

Notes to the Financial Statements for the year ended 30 June 2026

Note 1. Overview (continued)

Goods and Services Tax (GST)

Income and expenses are recognised net of the amount of associated GST. Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the taxation authority is included with other receivables or payables in the balance sheet.

1.2 Impacts of other external events

Council has considered ongoing external events that have contributed to volatility in international markets, disrupted global supply chains and increased inflationary pressure, including the risk that they may cause significant changes in the carrying values of assets and liabilities in the next financial year, and has concluded that there is no material impact on the 2025-26 financial report that requires additional disclosure.

DRAFT
for in-principle approval

Alpine Shire Council

2025/2026 Financial Report

Notes to the Financial Statements for the year ended 30 June 2026

Note 2. Analysis of our results

Note 2.1 Performance against budget

The performance against budget notes compare Council's financial plan, expressed through its annual budget, with actual performance. The *Local Government (Planning and Reporting) Regulations 2020* requires explanation of any material variances. Council has adopted a materiality threshold of greater than \$100,000 and movements over 10% where further explanation is warranted. Explanations have not been provided for variations below the materiality threshold unless the variance is considered to be material because of its nature.

The budget figure details below are those adopted by Council on 24 June 2025. The budget was based on assumptions that were relevant at the time of adoption of the budget. Council set guidelines and parameters for income and expense targets in this budget in order to meet Council's planning and financial performance targets for both the short and long-term. The budget did not reflect any changes to equity resulting from asset revaluations, as their impacts were not considered predictable.

These notes are prepared to meet the requirements of the *Local Government Act 2020* and the *Local Government (Planning and Reporting) Regulations 2020*.

2.1.1 Income / Revenue and expenditure

	Budget 2026 \$ '000	Actual 2026 \$ '000	Variance \$ '000	Variance %	Ref
Income / Revenue					
Rates and charges	23,576	23,703	127	0.54%	1
Statutory fees and fines	606	667	61	10.07%	2
User fees	1,151	1,121	(30)	(2.61)%	
Grants - operating	6,123	8,100	1,977	32.29%	3
Grants - capital	2,663	2,907	244	9.16%	4
Contributions - monetary	854	1,081	227	26.58%	5
Contributions - non monetary	1,820	238	(1,582)	(86.92)%	6
Fair value increment on investment properties	-	150	150	∞	7
Other income	2,181	2,358	177	8.12%	8
Total income / revenue	38,974	40,325	1,351	3.47%	
Expenses					
Employee costs	13,736	14,312	(576)	(4.19)%	9
Materials and services	15,761	14,755	1,006	6.38%	10
Depreciation	6,600	7,455	(855)	(12.95)%	11
Amortisation - intangible assets	5	-	5	100.00%	12
Net loss on disposal of property, infrastructure, plant and equipment	-	8,647	(8,647)	∞	13
Landfill Rehabilitation Expense	-	819	(819)	∞	14
Other expenses	775	935	(160)	(20.65)%	15
Total expenses	36,877	46,923	(10,046)	(27.24)%	
Surplus/(deficit) for the year	2,097	(6,598)	(8,695)	(414.64)%	

Alpine Shire Council

2025/2026 Financial Report

Notes to the Financial Statements for the year ended 30 June 2026

Note 2.1 Performance against budget (continued)

(i) Explanation of material variations

Variance Ref	Explanation
1.	Higher level of supplementary valuations and interest charged on overdue rate payments.
2.	Increased activity relating to planning permits, trading permits and Food Act permits.
3.	Advance payment of 80% of 2026/27 Financial Assistance Grant, offset by 50% of the 2025/26 Financial Assistance Grant received in 2024/25.
4.	Unbudgeted Local Roads and Community Infrastructure (LRCI) grants received.
5.	Some contributions to the High Country Library Network initially budgeted to Other Income. Additionally, higher than expected Public Open Spaces contributions received.
6.	Non-monetary contributions budgeted for 2025/26 were not received due to delays in development projects in relation to Council expectations. Amount to be received has been delayed to future years.
7.	Four Council-owned investment properties were revalued as part of a 2-year revaluation cycle.
8.	Investment income received from term deposits exceeded budget.
9.	WorkCover insurance was budgeted to Materials and Services, however incurred in Employee Costs. Additional resources in Community Development team to meet funding conditions relating to non-recurrent operating grants received after the budget was approved, and additional resources in maintenance functions to reduce reliance on contracted maintenance.
10.	Several factors contributed to a lower expenditure level in Materials and Services. Primarily, WorkCover insurance was budgeted to Materials and Services, however incurred in Employee Costs. Additionally, reduced contractor costs relating to asset maintenance due to higher level of in-house resources.
11.	Higher depreciation of plant and equipment than budgeted, offset by a decrease in depreciation on bridges as the useful life has been updated.
12.	All intangible assets were disposed as part of the year-end process in 2024/25 and no amortisation costs have been incurred.
13.	Disposal of Pathways, Roads, Drainage, Buildings and Open Spaces assets.
14.	Higher ongoing costs of landfill monitoring and higher estimation of rehabilitation works for Porepunkah and Myrtleford landfills.
15.	Recognition of estimated volunteer wages and Emergency Services Volunteer Fund tax expenses on Council-owned properties.

Alpine Shire Council

2025/2026 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2026

Note 2.1 Performance against budget (continued)

2.1.2 Capital works

	Budget 2026 \$ '000	Actual 2026 \$ '000	Variance \$ '000	Variance %	Ref
Property					
Land	22	19	(3)	(13.64)%	1
Total land	22	19	(3)	(13.64)%	
Buildings	2,492	2,061	(431)	(17.30)%	2
Total buildings	2,492	2,061	(431)	(17.30)%	
Total property	2,514	2,080	(434)	(17.26)%	
Plant and equipment					
Plant, machinery and equipment	525	596	71	13.52%	3
Computers and telecommunications	-	105	105	∞	4
Library books	80	77	(3)	(3.75)%	
Waste	-	116	116	∞	5
Total plant and equipment	605	894	289	47.77%	
Infrastructure					
Roads	2,485	1,448	(1,037)	(41.73)%	6
Bridges	805	575	(230)	(28.57)%	7
Footpaths and cycleways	500	631	131	26.20%	8
Drainage	200	215	15	7.50%	
Recreational, leisure and community facilities	530	675	145	27.36%	9
Waste management	1,918	-	(1,918)	(100.00)%	10
Total infrastructure	6,438	3,544	(2,894)	(44.95)%	
Total capital works expenditure	9,557	6,518	(3,039)	(31.80)%	
Represented by:					
New asset expenditure	1,591	1,267	(324)	(20.36)%	
Asset renewal expenditure	5,692	4,075	(1,617)	(28.41)%	
Asset upgrade expenditure	2,294	1,176	(1,118)	(48.74)%	
Total capital works expenditure	9,577	6,518	(3,059)	(31.94)%	

continued on next page ...

Page 15 of 58

Alpine Shire Council

2025/2026 Financial Report

Notes to the Financial Statements for the year ended 30 June 2026

Note 2.1 Performance against budget (continued)

(i) Explanation of material variations

Variance Ref	Explanation
-----------------	-------------

1. Some preliminary expenses for a land purchase were conducted and capitalised in 2024/25.
2. Myrtleford Memorial Hall upgrade was delivered within the project budget; however, higher than forecast expenditure was incurred by the end of the 2024/25 financial year, resulting in a lower carry-forward balance and subsequent spend in 2025/26 than originally anticipated.
3. Council purchased a (fully grant funded) snow factory and snow guns for the Dinner Plain tobogganing area. The expenditure was not included in the 2025/26 budget as the purchase was not finalised before the end of the 2024/25 financial year, and the need for a carry-forward allocation was not identified at the time the budget papers were prepared and presented to Council.
4. 2025/26 approved unbudgeted project to transition from virtual desktops to laptop and desktop computers exclusively, for the purchase of additional laptops and desktop computers.
5. Kerbside bins were originally budgeted as infrastructure assets; however, they have subsequently been reclassified as plant and equipment to align with their asset characteristics and the applicable accounting classification requirements.
6. Roads are under budget for several reasons. The road renewal program delivered the planned scope of works for less expenditure than originally forecast, generating project savings while achieving the intended outcomes. In addition, expenditure on the State Road Grading Program is classified as operational expenditure rather than capital renewal expenditure, as the works are undertaken on state-managed roads that are not Council-owned assets. Further, a portion of kerb and channel renewal works was budgeted within roads but has been attributed to drainage assets in accordance with asset classification requirements.
7. Expenditure was below budget due to delays in the Nimmo Bridge project arising from the time required to obtain necessary permit approvals. As a result, the commencement of works was deferred and a portion of the budgeted expenditure was not incurred during the financial year.
8. Footpath components delivered as part of the Myrtleford Memorial Hall Upgrade and Road Upgrade Program (Riverside Park Porepunkah) were capitalised to footpath assets in accordance with asset classification requirements.
9. A new Bright Outdoor Fitness Equipment asset was constructed, which was initially budgeted to buildings and capitalised to recreation, leisure and community facilities.
10. Landfill capping works budgeted against waste management has been funded and attributed to the waste reserve.

Alpine Shire Council

2025/2026 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2026

Note 2.2 Analysis of Council results by program

2.2.1 Analysis of Council results by program

Executive

Includes all human resources support and advocacy activities. This area also includes remuneration for the Council Executive, the Mayor and the Councillors

Regulatory Services

Regulatory Services provides various services to uphold the amenity and safety of the community. These include assessment of planning, building and waste water applications, conduct of fire safety and environmental health inspections, registration of food premises, management of animals and enforcement of local laws.

Community Development

Community Development supports a thriving, connected community and focuses on building community capacity through community services such as youth activities, community grants, emergency management and the Maternal and Child Health service

Corporate

Corporate manages the supporting functions that help Council to deliver services in a responsible and sustainable manner. Services include financial control and planning, revenue collection, governance, risk management and information technology.

Customer Experience

Customer Experience oversees library services, the visitor information centres, events throughout the Shire and the communications and marketing on behalf of Council.

Assets and Waste

Assets and Waste delivers capital projects, manages community assets, and coordinates all waste activity.

Growth and Future

Growth and Future centres around delivering the strategic planning and economic development capability for the Shire's long term future. It also has a strong focus on planning for the Council's vision for a climate sensitive sustainable future. It is also responsible for maintaining the Council's property & contracts.

Engineering and Maintenance

Engineering and Maintenance is responsible for maintaining vital civil assets in order to underpin the wellbeing of the community. Services include maintenance of local roads, bridges and drainage, footpaths, open spaces and buildings, operations, engineering and occupational health and safety.

Alpine Shire Council

2025/2026 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2026

Note 2.2 Analysis of Council results by program (continued)

2.2.2 Summary of income / revenue, expenses, assets and capital expenses by program

Functions/activities	Income / Revenue \$ '000	Expenses \$ '000	Surplus / (Deficit) \$ '000	Grants included in income / revenue \$ '000	Total assets \$ '000
2026					
Executive	69	1,847	(1,778)	69	23
Assets and Waste	8,445	21,738	(13,293)	2,908	381,751
Community Development	917	1,676	(759)	883	-
Corporate	28,207	4,865	23,342	6,845	38,420
Customer Experience	554	2,767	(2,213)	170	78
Assets and Engineering	-	-	-	-	-
Growth and Future	1,234	5,384	(4,150)	113	10,150
Operations	-	-	-	-	-
Engineering and Maintenance	57	6,497	(6,440)	19	5,439
Regulatory Services	842	2,148	(1,306)	-	-
Total functions and activities	40,325	46,922	(6,597)	11,007	435,861
2025					
Executive	4	1,926	(1,922)	-	22
Assets and Waste	-	-	-	-	-
Community Development	1,288	2,006	(718)	1,250	-
Corporate	32,510	5,152	27,358	7,426	35,485
Customer Experience	857	3,242	(2,385)	238	115
Assets and Engineering	12,934	14,789	(1,855)	13,444	368,163
Growth and Future	1,723	2,296	(573)	475	10,000
Operations	1,689	12,551	(10,862)	19	3,882
Engineering and Maintenance	-	-	-	-	-
Regulatory Services	822	2,042	(1,220)	4	-
Total functions and activities	51,827	44,004	7,823	22,856	417,667

Alpine Shire Council

2025/2026 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2026

Note 3. Funding for the delivery of our services

	2026 \$ '000	2025 \$ '000
--	-----------------	-----------------

3.1 Rates and charges

Council uses capital improved value (CIV) as the basis of valuation of all properties within the shire. The CIV of a property is the total market value of the land plus buildings and other improvements.

The valuation base used to calculate general rates for 2025/2026 was \$7,680 million (\$7,688 million in 2024/2025). The 2025/2026 rate in the dollar was 0.002360 for residential, 0.001723 for farm and 0.003375 for commercial/industrial (2024/25 0.002292 for residential, 0.001674 for farm and 0.003279 for commercial/industrial).

General rates	18,305	17,528
Waste charges	4,732	4,517
Dinner Plain special rate ¹	-	167
Supplementary rates and rate adjustments	152	88
Interest on rates and charges	173	175
Revenue in lieu of rates	341	335
Total rates and charges	23,703	22,810

The date of the general revaluation of land for rating purposes within the municipal district was 1 January 2025 and the valuation was first applied in the rating year commencing 1 July 2025.

Annual rates and charges are recognised as income when Council issues annual rates notices. Supplementary rates are recognised when a valuation and reassessment is completed and a supplementary rates notice issued.

(1) In March 2025, Council approved not declaring a special rate for Dinner Plain Village for 2025/26.

3.2 Statutory fees and fines

Town planning fees	229	248
Health services	159	155
Infringements and costs	145	149
Land information certificates	24	20
Permits	81	99
Other	29	39
Total statutory fees and fines	667	710

Statutory fees and fines (including parking fees and fines) are recognised as income when the service has been provided, the payment is received, or when the penalty has been applied, whichever first occurs.

Alpine Shire Council

2025/2026 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2026

Note 3. Funding for the delivery of our services (continued)

	2026 \$ '000	2025 \$ '000
3.3 User fees		
Registration and other permits	3	1
Building services	185	178
Waste management services	564	598
Engineering works	5	6
Leisure centre and recreation	32	164
Community centres	16	18
Legal costs recovered	51	21
Visitor information centres	218	241
Library income	17	14
Other fees / charges	30	17
Total user fees	1,121	1,258
User fees by timing of revenue recognition		
User fees recognised at a point in time	1,121	1,258
Total user fees	1,121	1,258

User fees are recognised as revenue at a point in time, or over time, when (or as) the performance obligation is satisfied. Recognition is based on the underlying contractual terms.

Alpine Shire Council

2025/2026 Financial Report

Notes to the Financial Statements
for the year ended 30 June 2026

Note 3. Funding for the delivery of our services (continued)

	2026 \$ '000	2025 \$ '000
3.4 Funding from other levels of government		
Grants were received in respect of the following:		
Summary of grants		
Commonwealth funded grants	9,119	11,286
State funded grants	1,888	11,570
Total grants received	11,007	22,856
(a) Operating Grants		
Recurrent - Commonwealth Government		
Financial Assistance Grants	6,736	7,355
Recurrent - State Government		
School crossing supervisors	48	47
Maternal and child health	418	378
Rates administration	109	57
Youth services	98	94
Library services	168	162
Weed management	19	19
Tobacco activity	-	4
Other	3	3
Total recurrent operating grants	7,599	8,119
Non-recurrent - Commonwealth Government		
Other	-	6
Non-recurrent - State Government		
Family and children	155	161
Maternal and child health	-	24
Learning and development	69	4
Municipal emergency resourcing program	-	124
Community development	108	175
Youth services	-	164
Flood/storm incident and recovery	-	211
Waste	4	1
Bushfire Recovery	-	50
Other	165	44
Total non-recurrent operating grants	501	964
Total operating grants	8,100	9,083

continued on next page ...

Page 21 of 58

Alpine Shire Council

2025/2026 Financial Report

Notes to the Financial Statements
for the year ended 30 June 2026

Note 3. Funding for the delivery of our services (continued)

	2026 \$ '000	2025 \$ '000
(b) Capital Grants		
Recurrent - Commonwealth Government		
Roads to recovery	2,061	-
Other	322	2,269
Total recurrent capital grants	2,383	2,269
Non-recurrent - Commonwealth Government		
Buildings	-	1,656
Non-recurrent - State Government		
Buildings	(169)	1,211
Capital projects	2	1,402
Roads	3	-
Bridges	239	21
Recreational, leisure	319	7,214
Pathways	130	-
Total non-recurrent capital grants	524	11,504
Total capital grants	2,907	13,773

(c) Recognition of grant income

Before recognising funding from government grants as revenue the Council assesses whether there is a contract that is enforceable and has sufficiently specific performance obligations in accordance with AASB 15 Revenue from Contracts with Customers. When both these conditions are satisfied, the Council:

- identifies each performance obligation relating to revenue under the contract/agreement
- determines the transaction price
- recognises a contract liability for its obligations under the agreement
- recognises revenue as it satisfies its performance obligations, at the point in time or over time when services are rendered.

Where the contract is not enforceable and/or does not have sufficiently specific performance obligations, the Council applies *AASB 1058 Income for Not-for-Profit Entities*.

Grant revenue with sufficiently specific performance obligations is recognised over time as the performance obligations specified in the underlying agreement are met. Where performance obligations are not sufficiently specific, grants are recognised on the earlier of receipt or when an unconditional right to receipt has been established. Grants relating to capital projects are generally recognised progressively as the capital project is completed. The following table provides a summary of the accounting framework under which grants are recognised.

Income recognised under AASB 1058 Income of Not-for-Profit Entities

General purpose	6,736	7,354
Specific purpose grants to acquire non-financial assets	2,905	13,772
Other specific purpose grants	1,131	1,571
Revenue recognised under AASB 15 Revenue from Contracts with Customers		
Specific purpose grants	235	159
	11,007	22,856

Alpine Shire Council

2025/2026 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2026

Note 3. Funding for the delivery of our services (continued)

	2026 \$ '000	2025 \$ '000
(d) Unspent grants received on condition that they be spent in a specific manner:		
Operating		
Balance at start of year	174	359
Received during the financial year and remained unspent at balance date	425	-
Received in prior years and spent during the financial year	-	(185)
Balance at year end	599	174
Capital		
Balance at start of year	459	8,525
Received during the financial year and remained unspent at balance date	1,580	-
Received in prior years and spent during the financial year	(241)	(8,066)
Balance at year end	1,798	459

Unspent grants are determined and disclosed on a cash basis.

Alpine Shire Council

2025/2026 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2026

Note 3. Funding for the delivery of our services (continued)

	2026 \$ '000	2025 \$ '000
3.5 Contributions		
Monetary contributions		
Monetary	1,081	997
Total monetary contributions	1,081	997
Non-monetary contributions		
Non-monetary	138	57
Other	100	111
Total non-monetary contributions	238	168
Total contributions	1,319	1,165

Contributions of non monetary assets were received in relation to the following asset classes.

Other infrastructure	138	57
Total non-monetary contributions	138	57

Monetary and non monetary contributions are recognised as income at their fair value when Council obtains control over the contributed asset.

3.6 Net gain/(loss) on disposal of property, infrastructure, plant and equipment

Property, infrastructure, plant and equipment		
Written down value of assets disposed	(8,647)	(2,897)
Total net gain/(loss) on disposal of property, infrastructure, plant and equipment	(8,647)	(2,897)
Total net gain/(loss) on disposal of property, infrastructure, plant and equipment	(8,647)	(2,897)

The profit or loss on sale of an asset is determined when control of the asset has passed to the buyer.

3.7 Other income

Interest on investments	1,325	1,696
Rent	983	919
Other	47	6
Sundry income	3	407
Total other income	2,358	3,028

Interest is recognised as it is earned.

Other income is measured at the fair value of the consideration received or receivable and is recognised when Council gains control over the right to receive the income.

Alpine Shire Council

2025/2026 Financial Report

Notes to the Financial Statements for the year ended 30 June 2026

Note 4. The cost of delivering services

	2026 \$ '000	2025 \$ '000
4.1 Employee costs		
(a) Employee costs		
Wages and salaries - permanent	10,622	10,143
WorkCover	234	210
Wages and salaries - casual	522	580
Annual leave and long service leave	1,374	1,171
Superannuation	1,532	1,398
Fringe benefits tax	28	23
Total employee costs	14,312	13,525

(b) Superannuation

Council made contributions to the following funds:

Defined benefit fund

Employer contributions to Local Authorities Superannuation Fund (Vision Super)	10	13
	10	13

Accumulation funds

Employer contributions to Local Authorities Superannuation Fund (Vision Super)	415	407
Employer contributions - other funds	1,107	978
	1,522	1,385
Total superannuation costs	1,532	1,398

The expected contributions to be paid to the Defined Benefit category of Vision Super for the year ending 30 June 2027 is \$9,982.47. Contributions made exclude amounts accrued at balance date.

Most employees are members of various accumulation funds, including Vision Super, and other industry and retail funds. As at 30 June 2026 there is 1 employee in the defined benefits fund (2025: 2).

For 30 June 2026 the Vested Benefits Index (VBI) for the defined benefits fund is 116.9% (2025: 110.5%) and in a good financial position. It is therefore expected that there will be no change in the defined benefit category's funding arrangements from prior years.

In the unlikely event that the fund actuary determines there is a shortfall, the fund's participating employees would be required to make an employer contribution to cover the shortfall. It is anticipated that any shortfall would be immaterial to Council.

4.2 Materials and services

Building maintenance	422	373
General maintenance	671	812
Office administration	81	18
Information technology	324	109
Insurance	828	778
Administration	3,391	4,553
Operational	6,059	5,778
Asset maintenance	2,268	2,320
Non-recurrent projects	711	3,524
Total materials and services	14,755	18,265

Expenses are recognised as they are incurred and reported in the financial year to which they relate.

Alpine Shire Council

2025/2026 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2026

Note 4. The cost of delivering services (continued)

	2026 \$ '000	2025 \$ '000
4.3 Depreciation		
Property		
Buildings - non specialised	1,479	1,561
Total depreciation - property	1,479	1,561
Plant and equipment		
Plant machinery and equipment	543	500
Fixtures fittings and furniture	68	31
Computers and telecomms	105	205
Library books	153	100
Waste	96	-
Total depreciation - plant and equipment	965	836
Infrastructure		
Roads	2,649	2,645
Bridges	791	924
Footways and cycleways	372	304
Drainage	582	410
Recreational, leisure and community	291	266
Waste management	-	78
Parks open spaces and streetscapes	326	269
Total depreciation - infrastructure	5,011	4,896
Total depreciation	7,455	7,293

Refer to note 6 for a more detailed breakdown of depreciation charges and accounting policy.

Alpine Shire Council

2025/2026 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2026

Note 4. The cost of delivering services (continued)

	2026 \$ '000	2025 \$ '000
4.4 Other expenses		
Auditors' remuneration - VAGO - audit of the financial statements, performance statement and grant acquittals	47	123
Councillors' allowances	292	280
Other	251	259
Council grants and contributions	345	377
Total other expenses	935	1,039
4.5 Landfill rehabilitation expenses		
Landfill rehabilitation expenses		
Additional provisions	819	985
Total landfill rehabilitation expenses	819	985

Alpine Shire Council

2025/2026 Financial Report

Notes to the Financial Statements
for the year ended 30 June 2026

Note 5. Investing in and financing our operations

	2026 \$ '000	2025 \$ '000
5.1 Financial assets		
(a) Cash and cash equivalents		
Current		
Cash on hand	3	3
Cash at bank	8,215	17,222
Total current cash and cash equivalents	8,218	17,225
Total cash and cash equivalents	8,218	17,225
(b) Other financial assets		
Current		
Term deposits	25,996	13,002
Total current other financial assets	25,996	13,002
Total other financial assets	25,996	13,002
Total current financial assets	34,214	30,227
Total cash and cash equivalents and other financial assets	34,214	30,227

Cash and cash equivalents include cash on hand, deposits at call, and other highly liquid investments with original maturities of three months or less, net of outstanding bank overdrafts.

Other financial assets are valued at fair value, at balance date. Term deposits are measured at original cost. Any unrealised gains and losses on holdings at balance date are recognised as either a revenue or expense.

Other financial assets include term deposits and those with original maturity dates of three to 12 months are classified as current, whilst term deposits with maturity dates greater than 12 months are classified as non-current.

Alpine Shire Council

2025/2026 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2026

Note 5. Investing in and financing our operations (continued)

	2026 \$ '000	2025 \$ '000
(c) Trade & Other Receivables		
Current		
<i>Statutory receivables</i>		
Rates debtors	2,413	2,278
Net GST receivable	143	327
<i>Non-statutory receivables</i>		
Other debtors	725	1,541
Allowance for expected credit loss - other debtors	(12)	(4)
Total current trade and other receivables	3,269	4,142
Total trade and other receivables	3,269	4,142

Short term receivables are carried at invoice amount. An allowance for expected credit losses is recognised based on past experience and other objective evidence of expected losses. Long term receivables are carried at amortised cost using the effective interest rate method.

(d) Ageing of receivables

The ageing of the Council's trade & other receivables (excluding statutory receivables) that are not impaired was:

Current (not yet due)	643	808
Past due by up to 30 days	24	554
Past due between 31 and 180 days	14	52
Past due between 181 and 365 days	7	40
Past due by more than 1 year	24	83
Total trade and other receivables	712	1,537

(e) Ageing of individually impaired receivables

At balance date, other debtors representing financial assets with a nominal value of \$12,078.97 (2025: \$3,830.31) were impaired. The amount of the allowance raised against these debtors was \$12,078.97 (2025: \$3,830.31).

All of the long outstanding past due amounts have been lodged with Council's debt collectors or are on payment arrangements.

(f) Contract assets**Current**

Contract Assets	500	2,227
Total contract assets	500	2,227

Contract assets are recognised when Council has transferred goods or services to the customer but where Council is yet to establish an unconditional right to consideration.

Alpine Shire Council

2025/2026 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2026

Note 5. Investing in and financing our operations (continued)

	2026 \$ '000	2025 \$ '000
--	-----------------	-----------------

5.2 Non-financial assets

(a) Inventories

Current

Merchandise

78

115

Total current inventories**78****115**

Inventories held for distribution are measured at cost, adjusted when applicable for any loss of service potential. All other inventories, including land held for sale, are measured at the lower of cost and net realisable value. Where inventories are acquired for no cost or nominal consideration, they are measured at current replacement cost at the date of acquisition.

(b) Other assets

Current

Other

-

2

Total current other assets**-****2**

Prepayments

23

22

Total current Prepayments**23****22**

Alpine Shire Council

2025/2026 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2026

Note 5. Investing in and financing our operations (continued)

	2026 \$ '000	2025 \$ '000
5.3 Payables, trust funds and deposits and contract and other liabilities		
(a) Trade and other payables		
Current		
Non-statutory payables		
Trade payables	508	1,489
Accrued expenses	532	1,969
Statutory payables		
Other	(4)	(4)
Other creditors	-	-
Total current trade and other payables	1,036	3,454
(b) Trust funds and deposits		
Current		
Emergency Services and Volunteers Fund	561	522
Retention amounts	270	443
Subdivision works	55	70
Other deposits	58	60
Total current trust funds and deposits	944	1,095
(c) Contract and other liabilities		
Contract liabilities		
Current		
Grants received in advance:		
Grants received in advance - operating	599	174
Grants received in advance - capital	1,798	459
Total grants received in advance	2,397	633
Total current contract liabilities	2,397	633
Other liabilities		
Current		
Lease income received in advance	37	37
Total current other liabilities	37	37
Total current contract and other liabilities	2,434	670
Other liabilities		
Non-current		
Lease income received in advance	239	276
Total Other liabilities	239	276
Total non-current contract and other liabilities	239	276

continued on next page ...

Page 31 of 58

Alpine Shire Council

2025/2026 Financial Report

Notes to the Financial Statements for the year ended 30 June 2026

Note 5. Investing in and financing our operations (continued)

Trust funds and deposits

Amounts received as deposits and retention amounts controlled by Council are recognised as trust funds until they are returned, transferred in accordance with the purpose of the receipt, or forfeited. Trust funds that are forfeited, resulting in Council gaining control of the funds, are to be recognised as revenue at the time of forfeit.

Contract liabilities

Contract liabilities reflect consideration received in advance from customers in respect of grant funding received. Contract liabilities are derecognised and recorded as revenue when promised goods and services are transferred to the customer. Refer to Note 3.

Other liabilities

Grant consideration was received from numerous government entities to support the construction of a number of varied assets. Grant consideration is recognised as income following specific guidance under AASB 1058 as the asset is constructed. Income is recognised to the extent of costs incurred-to-date because the costs of construction most closely reflect the staged completion of these projects. As such, Council has deferred recognition of a portion of the grant consideration received as a liability for outstanding obligations.

Lease Income Received in Advance - This represents lease income received in advance for the Bright and Myrtleford Caravan Park leases at the start of the lease to be recognised on a straight line basis over the life of the leases (21 years).

Purpose and nature of items

Other deposits – Deposits are taken by Council as a form of surety in a number of circumstances, including in relation to building works, tender deposits, contract deposits and the use of civic facilities.

Emergency Services Volunteer Fund - Council is the collection agent for The Emergency Services Volunteer Fund on behalf of the State Government. Council remits amounts received on a quarterly basis. Amounts disclosed here will be remitted to the State government in line with that process.

Retention Amounts - Council has a contractual right to retain certain amounts until a contractor has met certain requirements or a related warrant or defect period has elapsed. Subject to the satisfactory completion of the contractual obligations, or the elapsing of time, these amounts will be paid to the relevant contractor in line with Council's contractual obligations.

Subdivision works – Council receives deposits as a form of surety from property developers until certain works are completed. Once the works are completed the amounts are refunded.

Alpine Shire Council

2025/2026 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2026

Note 5. Investing in and financing our operations (continued)

	Employee provisions \$ '000	Landfill restoration \$ '000	Total \$ '000
5.4 Provisions			
2026			
Balance at the beginning of the financial year	2,188	5,849	8,037
Additional provisions	1,752	1,187	2,939
Amounts used	(1,451)	(1,509)	(2,960)
Change in the discounted amount arising because of time and the effect of any change in the discount rate	(120)	(367)	(487)
Balance at the end of the financial year	2,369	5,160	7,529
Provisions			
Provisions - current	2,107	1,697	3,804
Provisions - non-current	262	3,463	3,725
Total Provisions	2,369	5,160	7,529
2025			
Balance at the beginning of the financial year	1,934	4,865	6,799
Additional provisions	1,822	2,988	4,810
Amounts used	(1,332)	(2,069)	(3,401)
Change in the discounted amount arising because of time and the effect of any change in the discount rate	(236)	65	(171)
Balance at the end of the financial year	2,188	5,849	8,037
Provisions			
Provisions - current	1,979	2,563	4,542
Provisions - non-current	209	3,286	3,495
Total Provisions	2,188	5,849	8,037

continued on next page ...

Page 33 of 58

Alpine Shire Council

2025/2026 Financial Report

Notes to the Financial Statements
for the year ended 30 June 2026

Note 5. Investing in and financing our operations (continued)

	2026 \$ '000	2025 \$ '000
(a) Employee provisions		
Current provisions expected to be wholly settled within 12 months		
Annual leave	906	664
Long service leave	132	129
Other accrued and parental leave	155	179
	1,193	972
Current provisions expected to be wholly settled after 12 months		
Annual leave	80	231
Long service leave	834	776
	914	1,007
Total current employee provisions	2,107	1,979
Non-Current		
Long service leave	262	209
Total Non-Current Employee Provisions	262	209
Aggregate Carrying Amount of Employee Provisions:		
Current	2,107	1,979
Non-current	262	209
Total Aggregate Carrying Amount of Employee Provisions	2,369	2,188

The calculation of employee costs and benefits includes all relevant on-costs and are calculated as follows at reporting date.

Annual leave

A liability for annual leave is recognised in the provision for employee benefits as a current liability because the Council does not have an unconditional right to defer settlement of the liability. Liabilities for annual leave are measured at:

- nominal value if the Council expects to wholly settle the liability within 12 months
- present value if the Council does not expect to wholly settle within 12 months.

Liabilities that are not expected to be wholly settled within 12 months of the reporting date are recognised in the provision for employee benefits as current liabilities, measured at the present value of the amounts expected to be paid when the liabilities are settled using the remuneration rate expected to apply at the time of settlement.

Long service leave

Liability for long service leave (LSL) is recognised in the provision for employee benefits. Unconditional LSL is disclosed as a current liability as the Council does not have an unconditional right to defer settlement. Unconditional LSL is measured at nominal value if expected to be settled within 12 months or at present value if not expected to be settled within 12 months. Conditional LSL that has been accrued, where an employee is yet to reach a qualifying term of employment, is disclosed as a non-current liability and measured at present value.

Paid parental leave and other accrued leave

A liability for paid parental leave, time in lieu and rostered day off is recognised in the provision for employee benefits under the Alpine Shire Enterprise Agreement 2023. The liability is measured at the nominal value as it expected to be settled within 12 months.

Key assumptions:

Weighted average increase in employee costs	4.15%	4.25%
Weighted average discount rates	4.74%	4.20%

Alpine Shire Council

2025/2026 Financial Report

Notes to the Financial Statements
for the year ended 30 June 2026

Note 5. Investing in and financing our operations (continued)

	2026 \$ '000	2025 \$ '000
(b) Landfill restoration		
Current		
Current	1,697	2,563
Total current	1,697	2,563
Non-current		
Non-current	3,463	3,286
Total non-current	3,463	3,286
Total	5,160	5,849

Council is obligated to restore former landfill sites at Myrtleford and Porepunkah to a particular standard.

The provision for landfill restoration has been calculated based on the present value of the expected cost of works to be undertaken, which has been estimated based on current understanding of work required to reinstate the sites to this standard.

Accordingly, the estimation of the provision required is dependent on the accuracy of the forecast timing of the work, work required and related costs.

The inflation factor used was derived from Melbourne June 2026 CPI and discount factor is the TCV Indicative Mid Rates of Australian Government Securities as at 30 June 2026. Council reviews the landfill restoration provision on an annual basis, including the key assumptions listed below.

Key assumptions:

Weighted average increase in restoration costs	3.20%	3.00%
Weighted average discount rates	4.73%	4.20%

5.5 Financing arrangements

The Council has the following funding arrangements in place as at 30 June 2026.

Bank overdraft	250	250
Credit card	50	50
Total Facilities	300	300
Used facilities	16	24
Used facilities	16	24
Unused facilities	284	276

Alpine Shire Council

2025/2026 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2026

Note 5. Investing in and financing our operations (continued)

5.6 Commitments

The Council has entered into the following commitments. Commitments are not recognised in the Balance Sheet. Commitments are disclosed at their nominal value and presented inclusive of the GST payable.

(a) Commitments for expenditure

	Not later than 1 year \$ '000	Later than 1 year and not later than 2 years \$ '000	Later than 2 years and not later than 5 years \$ '000	Later than 5 years \$ '000	Total \$ '000
2026					
Operating					
Waste management	3,188	3,291	6,449	-	12,928
Electricity	412	420	1,402	-	2,234
Cleaning	1,031	86	-	-	1,117
Maintenance	1,122	339	162	-	1,623
Other	1,336	411	138	-	1,885
Total	7,089	4,547	8,151	-	19,787
Capital					
Buildings	477	-	-	-	477
Roads	225	-	-	-	225
Other	1,187	-	-	-	1,187
Total	1,889	-	-	-	1,889
2025					
Operating					
Waste management	3,668	3,775	9,852	-	17,295
Electricity	412	412	1,029	-	1,853
Cleaning	938	995	2,820	-	4,753
Maintenance	-	-	-	-	-
Other	904	98	85	-	1,087
Total	5,922	5,280	13,786	-	24,988
Capital					
Buildings	744	-	-	-	744
Roads	91	-	-	-	91
Other	2,655	-	-	-	2,655
Total	3,490	-	-	-	3,490

continued on next page ...

Page 36 of 58

Alpine Shire Council

2025/2026 Financial Report

Notes to the Financial Statements
for the year ended 30 June 2026

Note 5. Investing in and financing our operations (continued)

	2026 \$ '000	2025 \$ '000
(b) Operating lease receivables		
<i>Operating lease receivables</i>		
The Council has entered into commercial property leases on some properties, consisting of caravan parks, a community centre and a cafe. These properties held under operating leases have remaining non-cancellable lease terms between 1 and 15 years. All leases include a CPI based revision of the rental charge annually.		
Future undiscounted minimum rentals receivable under non-cancellable operating leases are as follows:		
Not later than one year	790	491
Later than one year and not later than five years	3,422	1,910
Later than five years	3,815	2,627
Total	8,027	5,028

Alpine Shire Council

Notes to the Financial Statements

for the year ended 30 June 2026

Note 6. Assets we manage

6.1 Property, infrastructure, plant and equipment

Summary of property, infrastructure, plant and equipment	Carrying amount 30 June 2025 \$ '000	Additions \$ '000	Contributions \$ '000	Revaluation \$ '000	Disposal \$ '000	Depreciation \$ '000	Write-off \$ '000	Transfers \$ '000	Carrying amount 30 June 2026 \$ '000
Property	155,233	767	54	2,213	(1,919)	(1,479)	-	2,553	157,422
Plant and equipment	4,394	708	-	-	-	(965)	-	3,115	7,252
Infrastructure	209,451	2,957	84	23,928	(6,728)	(5,011)	-	(2,867)	221,814
Work in progress	1,854	2,086	-	-	-	-	-	(2,801)	1,139
Total	370,932	6,518	138	26,141	(8,647)	(7,455)	-	-	387,627

Summary of Work in Progress	Opening WIP \$ '000	Additions \$ '000	Write-off \$ '000	Transfers \$ '000	Closing WIP \$ '000
Property	972	1,313	-	(1,762)	523
Plant and equipment	853	186	-	(1,039)	-
Infrastructure	29	587	-	-	616
Total	1,854	2,086	-	(2,801)	1,139

continued on next page ...

Alpine Shire Council

Notes to the Financial Statements

for the year ended 30 June 2026

Note 6. Assets we manage (continued)

	Land \$ '000	Land under roads \$ '000	Total land \$ '000	Buildings \$ '000	Total buildings \$ '000	Work in progress \$ '000	Total property \$ '000
Property							
At fair value 1 July 2025	67,999	32,482	100,481	80,334	80,334	972	181,787
Accumulated depreciation at 1 July 2025	-	-	-	(25,582)	(25,582)	-	(25,582)
	67,999	32,482	100,481	54,752	54,752	972	156,205
Movements in fair value							
Additions	-	-	-	767	767	1,313	2,080
Contributions	-	-	-	54	54	-	54
Revaluation	826	1,387	2,213	-	-	-	2,213
Disposal	-	(256)	(256)	(2,559)	(2,559)	-	(2,815)
Transfers	23	-	23	2,530	2,530	(1,762)	791
	849	1,131	1,980	792	792	(449)	2,323
Movements in accumulated depreciation							
Depreciation and amortisation	-	-	-	(1,479)	(1,479)	-	(1,479)
Accumulated depreciation of disposals	-	-	-	896	896	-	896
Revaluation movement	-	-	-	-	-	-	-
	-	-	-	(583)	(583)	-	(583)
At fair value 30 June 2026	68,848	33,613	102,461	81,126	81,126	523	184,110
Accumulated depreciation at 30 June 2026	-	-	-	(26,165)	(26,165)	-	(26,165)
Carrying amount	68,848	33,613	102,461	54,961	54,961	523	157,945

continued on next page ...

Alpine Shire Council

Notes to the Financial Statements
for the year ended 30 June 2026

Note 6. Assets we manage (continued)

	Plant machinery and equipment \$ '000	Fixtures fittings and furniture \$ '000	Computers and telecomms \$ '000	Library books \$ '000	Waste \$ '000	Total \$ '000	Work in progress \$ '000	Total plant and equipment \$ '000
Plant and Equipment								
At cost 1 July 2025	8,186	616	827	875	-	10,504	853	11,357
Accumulated depreciation at 1 July 2025	(4,518)	(402)	(611)	(579)	-	(6,110)	-	(6,110)
	3,668	214	216	296	-	4,394	853	5,247
Movements in carrying value								
Additions	410	-	105	77	116	708	186	894
Revaluation	-	-	-	-	-	-	-	-
Disposal	(58)	-	-	(60)	(75)	(193)	-	(193)
Transfers ¹	1,078	680	-	-	1,870	3,628	(1,039)	2,589
	1,430	680	105	17	1,911	4,143	(853)	3,290
Movements in accumulated depreciation								
Depreciation and amortisation	(543)	(68)	(105)	(153)	(96)	(965)	-	(965)
Accumulated depreciation of disposals	58	-	-	60	75	193	-	193
Accumulated depreciation on revaluation	-	-	-	-	-	-	-	-
Transfers	-	-	-	-	(513)	(513)	-	(513)
	(485)	(68)	(105)	(93)	(534)	(1,285)	-	(1,285)
At cost 30 June 2026 ¹	9,617	1,296	932	892	1,911	14,648	-	14,648
Accumulated depreciation at 30 June 2026	(5,004)	(470)	(716)	(672)	(534)	(7,396)	-	(7,396)
Carrying amount	4,613	826	216	220	1,377	7,252	-	7,252

(1) Carrying value of waste assets as at 1 July 2025 was reclassified from infrastructure to property and plant.

Plant and equipment are carried at historical cost.

continued on next page ...

Alpine Shire Council

Notes to the Financial Statements
for the year ended 30 June 2026

Note 6. Assets we manage (continued)

	Roads \$ '000	Bridges \$ '000	Footpaths and cycleways \$ '000	Drainage \$ '000	Recrea- tional, leisure and community \$ '000	Waste \$ '000	Parks open spaces and streets- capes \$ '000	Total \$ '000	Work in progress \$ '000	Total infra- structure \$ '000
Infrastructure										
At fair value 1 July 2025	163,651	74,126	18,666	41,001	16,664	1,870	7,867	323,845	29	323,874
Accumulated depreciation at 1 July 2025	(67,183)	(18,097)	(8,210)	(14,602)	(3,674)	(513)	(2,115)	(114,394)	-	(114,394)
	96,468	56,029	10,456	26,399	12,990	1,357	5,752	209,451	29	209,480
Movements in fair value										
Additions	1,448	186	631	215	477	-	-	2,957	587	3,544
Contributions	-	-	45	39	-	-	-	84	-	84
Revaluation	25,838	590	56	18,598	1,698	-	76	46,856	-	46,856
Disposal	(6,399)	-	(199)	(2,418)	-	-	(82)	(9,098)	-	(9,098)
Write-off	-	-	-	-	-	-	-	-	-	-
Transfers ¹	20	-	306	690	(113)	(1,870)	(2,413)	(3,380)	-	(3,380)
	20,907	776	839	17,124	2,062	(1,870)	(2,419)	37,419	587	38,006
Movements in accumulated depreciation										
Depreciation and amortisation	(2,649)	(791)	(372)	(582)	(291)	-	(326)	(5,011)	-	(5,011)
Accumulated depreciation of disposals	844	-	79	1,391	-	-	56	2,370	-	2,370
Revaluation movement	(11,166)	(1,807)	155	(9,200)	(910)	-	-	(22,928)	-	(22,928)
Transfers ¹	76	-	-	(76)	-	513	-	513	-	513
	(12,895)	(2,598)	(138)	(8,467)	(1,201)	513	(270)	(25,056)	-	(25,056)
At fair value 30 June 2026	184,558	74,903	19,505	58,128	18,726	-	5,448	361,268	616	361,884
Accumulated depreciation at 30 June 2026	(80,078)	(20,698)	(8,348)	(23,070)	(4,875)	-	(2,385)	(139,454)	-	(139,454)
Carrying amount	104,480	54,205	11,157	35,058	13,851	-	3,063	221,814	616	222,430

(1) Carrying value of waste assets as at 1 July 2025 was reclassified from infrastructure to property and plant.

continued on next page ...

Alpine Shire Council

2025/2026 Financial Report

Notes to the Financial Statements for the year ended 30 June 2026

Note 6. Assets we manage (continued)

Acquisition

Initial measurement

Council initially measures its property, infrastructure, plant and equipment assets at cost. The cost of an acquired asset is the fair value of the consideration that Council has provided at the date of acquisition plus any incidental costs attributable to the acquisition. Fair value is the price that would be received to sell an asset (or paid to transfer a liability) in an orderly transaction between market participants at the measurement date. Refer to Note 8.4 for more information on how Council measures fair value.

Where assets are constructed by Council, cost includes all materials used in construction, direct labour, borrowing costs incurred during construction, and an appropriate share of directly attributable variable and fixed overheads.

In accordance with Council's policy, the threshold limits have applied when recognising assets within an applicable asset class and unless otherwise stated are consistent with the prior year.

	Depreciation Period years	Threshold Limit \$ '000
Asset recognition thresholds and depreciation periods		
Land	-	-
Land under roads	-	5
Buildings	15 to 100 years	5
Roads	20 to 80 years	5
Bridges	80 to 100 years	5
Drainage	50 to 100 years	5
Footpaths and cycleways	22 to 60 years	5
Recreational, leisure and community facilities	15 to 50 years	5
Parks, open space and streetscapes	20 to 50 years	5
Waste management	12 to 20 years	-
Plant, machinery and equipment	3 to 20 years	2
Fixtures, fittings and furniture	5 to 20 years	2
Computers and telecomms	3 to 10 years	2

Land under roads

Council recognises land under roads it controls at fair value.

Depreciation

Buildings, land improvements, plant and equipment, infrastructure, and other assets having limited useful lives are systematically depreciated over their useful lives to the Council in a manner which reflects consumption of the service potential embodied in those assets. Estimates of remaining useful lives and residual values are made on a regular basis with major asset classes reassessed annually. Depreciation rates and methods are reviewed annually.

Where assets have separate identifiable components that are subject to regular replacement, these components are assigned distinct useful lives and residual values and a separate depreciation rate is determined for each component.

Road earthworks are not depreciated on the basis that they are assessed as not having a limited useful life.

Straight line depreciation is charged based on the residual useful life as determined each year. Depreciation periods used are listed above and are consistent with the prior year unless otherwise stated.

Repairs and maintenance

Where the repair relates to the replacement of a component of an asset and the cost exceeds the capitalisation threshold the cost is capitalised and depreciated. The carrying value of the replaced asset is expensed.

Valuation of land and land under roads

Valuation of land was undertaken by a qualified independent valuation firm, LG Valuations in May 2024. The valuation of land is at fair value, being market value based on highest and best use permitted by relevant land planning provisions. Where land use is restricted through existing planning provisions the valuation is reduced to reflect this limitation. This adjustment is an unobservable input in the valuation. The adjustment has no impact on the comprehensive income statement.

continued on next page ...

Page 42 of 58

Alpine Shire Council

2025/2026 Financial Report

Notes to the Financial Statements
for the year ended 30 June 2026

Note 6. Assets we manage (continued)

Specialised land is valued at fair value using site values adjusted for englobo (undeveloped and/or unserviced) characteristics, access rights and private interests of other parties and entitlements of infrastructure assets and services. This adjustment is an unobservable input in the valuation. The adjustment has no impact on the comprehensive income statement.

Any significant movements in the unobservable inputs for land and land under roads will have a significant impact on the fair value of these assets.

The date of the current valuation is detailed in the following table.

Valuation of buildings

Valuation of buildings was undertaken by a qualified independent valuation firm, LG Valuations in May 2024. The valuation is at fair value based on depreciated replacement costs.

Details of the Council's land and buildings and information about the fair value hierarchy as at 30 June 2026 are as follows:

	Level 1	Level 2	Level 3	Date of valuation	Type of Valuation
Specialised Land	-	-	33,267	Jun/24	Independent
Non-specialised Land	-	35,581	-	Jun/24	Independent
Land under roads	-	-	33,613	Jun/24	Independent
Specialised buildings	-	-	50,700	Jun/24	Independent
Non-specialised buildings	-	4,261	-	Jun/24	Independent
Total	-	39,842	117,580		

Valuation of infrastructure

Valuation of Council's drainage assets was performed in 2026 by an asset management consultant Robert Uebergang, Bachelor of Engineering (Civil). The valuation was at fair value based on depreciated replacement costs using industry standards (Rawlinson's Construction Cost Guide).

A fair value assessment of remaining infrastructure assets was undertaken by council staff as at 30 June 2026, using relevant ABS Indices which resulted in a managerial revaluation of roads, and footpaths and cycleways.

A valuation of bridges was undertaken in 2024/25 by Council staff based on depreciated replacement cost and supported by condition assessments provided by Tasman Associates Pty Ltd.

A valuation of playgrounds and sporting infrastructure was undertaken in 2024/25 by Robert Uebergang, Bachelor of Engineering (Civil). A valuation of roads, footpaths and cycleways was performed in 2023 by asset management consultant Robert Uebergang, Bachelor of Engineering (Civil).

	Level 1	Level 2	Level 3	Date of valuation	Type of Valuation
Roads	-	-	104,480	Jun/23	Indexation
Bridges	-	-	54,205	Jun/25	Indexation
Footpaths and cycleways	-	-	11,157	Jun/26	Indexation
Drainage	-	-	35,058	Jun/26	Independent
Recreational, leisure & community facilities	-	-	13,851	Jun/25	Independent
Parks, open space & streetscapes	-	-	3,063	Jun/25	Independent
Total	-	-	221,814		

Alpine Shire Council

2025/2026 Financial Report

Notes to the Financial Statements for the year ended 30 June 2026

Note 6. Assets we manage (continued)

Specialised land and land under roads is valued using a market based direct comparison technique. Significant unobservable inputs include the extent and impact of restriction of use and the market cost of land per square metre. The extent and impact of restrictions on use varies and results in a reduction to surrounding land values between 5% and 95%. The market value of land varies significantly depending on the location of the land and the current market conditions. Currently land values range between \$0.01 and \$2.8 million per square metre.

Specialised buildings are valued using a current replacement cost technique. Significant unobservable inputs include the current replacement cost and remaining useful lives of buildings. Current replacement costs were determined by LG Valuations in 2024. The remaining useful lives of buildings are determined on the basis of the current condition of buildings and vary from 10 years to 50 years.

Replacement cost is sensitive to changes in market conditions, with any increase or decrease in cost flowing through to the valuation. Useful lives of buildings are sensitive to changes in expectations or requirements that could either shorten or extend the useful lives of buildings.

Infrastructure assets are valued based on the current replacement cost. Significant unobservable inputs include the current replacement cost and remaining useful lives of infrastructure. The remaining useful lives of infrastructure assets are determined on the basis of the current condition of the asset and vary from 0 years to 100 years. Replacement cost is sensitive to changes in market conditions, with any increase or decrease in cost flowing through to the valuation. Useful lives of infrastructure are sensitive to changes in use, expectations or requirements that could either shorten or extend the useful lives of infrastructure assets.

Alpine Shire Council

2025/2026 Financial Report

Notes to the Financial Statements for the year ended 30 June 2026

Note 6. Assets we manage (continued)

	2026 \$ '000	2025 \$ '000
Reconciliation of specialised land		
Land under roads	33,613	32,482
Parks and reserves	4,130	4,107
Facilities	20,126	20,421
Office/depots	9,011	9,011
Total specialised land	66,880	66,021

6.2 Investment property

	2026 \$ '000	2025 \$ '000
Balance at beginning of financial year	10,000	10,000
Fair value increment	150	-
Balance at end of financial year	10,150	10,000

Investment property is held to generate long-term rental yields. Investment property is measured initially at cost, including transaction costs. Costs incurred subsequent to initial acquisition are capitalised when it is probable that future economic benefit in excess of the originally assessed performance of the asset will flow to the Council. Subsequent to initial recognition at cost, investment property is carried at fair value, determined annually by independent valuers. Changes to fair value are recorded in the comprehensive income statement in the period that they arise.

Valuation of investment property

Valuation of investment property has been determined in accordance with an independent valuation by a qualified independent valuer LG Valuation Services Pty Ltd (API Registration no. 62901) who has recent experience in the location and category of the property being valued. The valuation is at fair value, based on the current market value for the property as at 30 April 2026.

Alpine Shire Council

2025/2026 Financial Report

Notes to the Financial Statements
for the year ended 30 June 2026

Note 7. People and relationships

7.1 Council and key management remuneration

(a) Related Parties

Parent entity
Council is the parent entity.

(b) Key Management Personnel

Key management personnel (KMP) are those people with the authority and responsibility for planning, directing and controlling the activities of Alpine Shire Council. The Councillors, Chief Executive Officer and Directors are deemed KMP.

Details of KMP at any time during the year are:

Councillors

Sarah Nicholas - Mayor 1 July 2025 - 25 Nov 2025, Deputy Mayor 26 Nov 2025 - 17 Dec 2025, Mayor 17 Dec 2025 to 30 June 2026
Peter Smith - Deputy Mayor 1 July 2025 - 25 Nov 2025, Councillor 26 Nov 2025 to 30 Jun 2026
John Andersen - Councillor 1 July 2025 - 30 June 2026
Gareth Graham - Councillor 1 July 2025 - 25 Nov 2025, Mayor 26 Nov 2025 - 5 Dec 2025, Councillor 6 Dec 2025 - 16 Dec 2025, Deputy Mayor 17 Dec 2025 - 30 Jun 2026
Noah Tanzen - Councillor 1 July 2025 - 30 June 2026
Dave Byrne - Councillor 1 July 2025 - 30 June 2026
Jean-Pierre Ronco - Councillor 1 July 2025 - 30 June 2026

Chief Executive Officer and other key management personnel

Will Jeremy - Chief Executive Officer (1 July 2025 - 30 June 2026)
Nathalie Cooke - Acting Chief Executive Officer (25 Dec 2025 - 26 Jan 2026)
Nathalie Cooke - Director Corporate and Community (1 July 2025 - 30 June 2026)
Jennifer Corser - Acting Director Corporate and Community (1 July 2025 - 14 July 2025)
Sarah Buckley - Director Assets (1 July 2025 - 30 June 2026)

	2026 No.	2025 No.
Total Number of Councillors	7	13
Total of Chief Executive Officer and other Key Management Personnel	3	4
Total Number of Key Management Personnel	10	17

Alpine Shire Council

2025/2026 Financial Report

Notes to the Financial Statements
for the year ended 30 June 2026

Note 7. People and relationships (continued)

(c) Remuneration of Key Management Personnel

Remuneration comprises employee benefits including all forms of consideration paid, payable or provided by Council, or on behalf of the Council, in exchange for services rendered. Remuneration of Key Management Personnel and Other senior staff is disclosed in the following categories.

Short-term employee benefits include amounts such as wages, salaries, annual leave or sick leave that are usually paid or payable on a regular basis, as well as non-monetary benefits such as allowances and free or subsidised goods or services.

Other long-term employee benefits include long service leave, other long service benefits or deferred compensation.

Post-employment benefits include pensions, and other retirement benefits paid or payable on a discrete basis when employment has ceased.

Termination benefits include termination of employment payments, such as severance packages.

	2026 \$ '000	2025 \$ '000
Total remuneration of key management personnel was as follows:		
Short-term employee benefits	988	946
Other long-term employee benefits	15	15
Post-employment benefits	74	69
Termination benefits	-	2
Total	1,077	1,032

	2026 No.	2025 No.
The numbers of key management personnel whose total remuneration from Council and any related entities, fall within the following bands:		
\$1 - \$9,999	-	3
\$10,000 - \$19,999	-	7
\$20,000 - \$29,999	4	3
\$30,000 - \$39,999	1	-
\$40,000 - \$49,999	1	-
\$60,000 - \$69,999	-	1
\$80,000 - \$89,999	1	-
\$210,000 - \$219,999	-	1
\$230,000 - \$239,999	-	1
\$240,000 - \$249,999	2	-
\$300,000 - \$309,999	-	1
\$310,000 - \$319,999	1	-
Total	10	17

Alpine Shire Council

2025/2026 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2026

Note 7. People and relationships (continued)

(d) Remuneration of other senior staff

Other senior staff are officers of Council, other than Key Management Personnel, whose total remuneration exceeds \$170,000 and who report directly to a member of the KMP.

	2026 \$ '000	2025 \$ '000
Total remuneration of other senior staff was as follows:		
Short-term employee benefits	872	980
Other long-term employee benefits	19	22
Post-employment benefits	92	100
Termination benefits	-	-
Total	983	1,102

	2026 No.	2025 No.
The number of other senior staff are shown below in their relevant income bands:		
Income Range:		
\$170,000 - \$179,999	-	3
\$180,000 - \$189,999	3	2
\$200,000 - \$209,999	1	1
\$220,000 - \$229,999	1	-
Total	5	6

	2026 \$ '000	2025 \$ '000
Total remuneration for the reporting year for other senior staff included above, amounted to:	983	1,102

Alpine Shire Council

2025/2026 Financial Report

Notes to the Financial Statements
for the year ended 30 June 2026

Note 7. People and relationships (continued)

	2026 \$ '000	2025 \$ '000
--	-----------------	-----------------

7.2 Related party disclosure

(a) Transactions with related parties

During the period Council entered into the following transactions with related parties:

Myrtleford RSL Sub Branch

A Councillor is the secretary of Myrtleford RSL Sub Branch. Myrtleford RSL Sub Branch was successful in receiving a community grant from Council, and provides venue hire to Council.

United Bright Football Netball Club

A Councillor is the president of United Bright Football Netball Club. United Bright Football Netball Club is a local sporting club that was successful in receiving a community grant from Council.

Rural Councils Victoria

The CEO is a member of Rural Councils Victoria. Rural Councils Victoria provides advocacy services for the interests of the Victorian rural councils and their communities.

Tourism North East

The CEO is a member of the Tourism North East board of directors. Tourism North East provides marketing and advertising services for Council.

The Trustee for DAP Plumbing Trust

A Director is a beneficiary of The Trustee for DAP Plumbing Trust, which provided ad-hoc plumbing services to Council.

A close family member of a councillor is employed by Council with employment on normal employment terms.

Paid to Related Parties	396	339
-------------------------	-----	-----

(b) Outstanding balances with related parties

There is no outstanding balance as at 30 June 2026	-	23
--	---	----

(c) Loans to/from related parties

There were no loans either to or from related parties.

Alpine Shire Council

2025/2026 Financial Report

Notes to the Financial Statements for the year ended 30 June 2026

Note 8. Managing uncertainties

8.1 Contingent assets and liabilities

Contingent assets and contingent liabilities are not recognised in the Balance Sheet, but are disclosed and if quantifiable, are measured at nominal value. Contingent assets and liabilities are presented inclusive of GST receivable or payable, respectively.

(a) Contingent assets

Contingent assets are possible assets that arise from past events, whose existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the Council. There are no contingent assets impacting Council as at balance date.

(b) Contingent liabilities

Contingent liabilities are:

- possible obligations that arise from past events, whose existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the Council; or
- present obligations that arise from past events but are not recognised because:
- it is not probable that an outflow of resources embodying economic benefits will be required to settle the obligation; or
- the amount of the obligation cannot be measured with sufficient reliability.

Superannuation

Council has obligations under a defined benefit superannuation scheme that may result in the need to make additional contributions to the scheme, matters relating to this potential obligation are outlined below. As a result of the volatility in financial markets the likelihood of making such contributions in future periods exists.

Landfill

Council is responsible for three small landfill sites that have been closed for more than twenty years at Myrtleford, Mount Beauty and Harrietville. These sites are being monitored by Council and it may be required to perform rehabilitation works in the future.

Liability Mutual Insurance

Council is a participant of the MAV Liability Mutual Insurance (LMI) Scheme. The LMI scheme provides public liability and professional indemnity insurance cover. The LMI scheme states that each participant will remain liable to make further contributions to the scheme in respect of any insurance year in which it was a participant to the extent of its participant's share of any shortfall in the provision set aside in respect of that insurance year, and such liability will continue whether or not the participant remains a participant in future insurance years.

Alpine Shire Council

2025/2026 Financial Report

Notes to the Financial Statements for the year ended 30 June 2026

Note 8. Managing uncertainties (continued)

8.2 Australian Accounting Standards issued but not yet effective

Certain new Australian Accounting Standards and interpretations have been published that are not mandatory for the 30 June 2026 reporting period. Council assesses the impact of these new standards.

The Australian Accounting Standards Board (AASB) has issued *AASB 18 Presentation and Disclosure in Financial Statements*. When applicable AASB 18 supersedes AASB 101 *Presentation of Financial Statements*. AASB 18 aims to improve how entities communicate in their financial statements, with a focus on information about financial performance in the statement of profit or loss. It is expected to result in presentation and disclosure changes, primarily to Council's Comprehensive Income Statement. AASB 18 is expected to first apply to Council for the 2028-29 financial year.

8.3 Financial instruments

(a) Objectives and policies

The Council's principal financial instruments comprise cash assets, term deposits, receivables (excluding statutory receivables), payables (excluding statutory payables) and bank borrowings. Details of the material accounting policy information and methods adopted, including the criteria for recognition, the basis of measurement and the basis on which income and expenses are recognised, in respect of each class of financial asset, financial liability and equity instrument is disclosed in the notes of the financial statements. Risk management is carried out by senior management under policies approved by the Council. These policies include identification and analysis of the risk exposure to Council and appropriate procedures, controls and risk minimisation.

Alpine Shire Council

2025/2026 Financial Report

Notes to the Financial Statements for the year ended 30 June 2026

Note 8. Managing uncertainties (continued)

(b) Market risk

Market risk is the risk that the fair value or future cash flows of Council financial instruments will fluctuate because of changes in market prices. The Council's exposure to market risk is primarily through interest rate risk with only insignificant exposure to other price risks and no exposure to foreign currency risk.

Interest rate risk

Interest rate risk refers to the risk that the value of a financial instrument or cash flows associated with the instrument will fluctuate due to changes in market interest rates. Council's interest rate liability risk arises primarily from long term loans and borrowings at fixed rates which exposes Council to fair value interest rate risk / Council does not hold any interest bearing financial instruments that are measured at fair value, and therefore has no exposure to fair value interest rate risk.

Cash flow interest rate risk is the risk that the future cash flows of a financial instrument will fluctuate because of changes in market interest rates. Council has minimal exposure to cash flow interest rate risk through its cash and deposits that are at floating rates.

Investment of surplus funds is made with approved financial institutions under the *Local Government Act 2020*. Council manages interest rate risk by adopting an investment policy that ensures:

- diversification of investment product;
- monitoring of return on investment; and
- benchmarking of returns and comparison with budget.

There has been no significant change in the Council's exposure, or its objectives, policies and processes for managing interest rate risk or the methods used to measure this risk from the previous reporting period.

Interest rate movements have not been sufficiently significant during the year to have an impact on the Council's year end result.

(c) Credit risk

Credit risk is the risk that a contracting entity will not complete its obligations under a financial instrument and cause Council to make a financial loss. Council has exposure to credit risk on some financial assets included in the balance sheet. Particularly significant areas of credit risk exist in relation to outstanding fees and fines as well as loans and receivables from sporting clubs and associations. To help manage this risk:

- Council has a policy for establishing credit limits for the entities Council deals with;
- Council may require collateral where appropriate; and
- Council only invests surplus funds with financial institutions which have a recognised credit rating specified in Council's investment policy.

Receivables consist of a large number of customers, spread across the ratepayer, business and government sectors. Credit risk associated with the Council's financial assets is minimal because the main debtor is secured by a charge over the rateable property.

The maximum exposure to credit risk at the reporting date to recognised financial assets is the carrying amount, net of any allowance for impairment of those assets, as disclosed in the balance sheet and notes to the financial statements. Council does not hold any collateral.

Alpine Shire Council

2025/2026 Financial Report

Notes to the Financial Statements for the year ended 30 June 2026

Note 8. Managing uncertainties (continued)

(d) Liquidity risk

Liquidity risk includes the risk that, as a result of Council's operational liquidity requirements it will not have sufficient funds to settle a transaction when required or will be forced to sell a financial asset at below value or may be unable to settle or recover a financial asset.

To help reduce these risks Council:

- has a liquidity policy which targets a minimum and average level of cash and cash equivalents to be maintained;
- has readily accessible standby facilities and other funding arrangements in place;
- has a liquidity portfolio structure that requires surplus funds to be invested within various bands of liquid instruments;
- monitors budget to actual performance on a regular basis; and
- sets limits on borrowings relating to the percentage of loans to rate revenue and percentage of loan principal repayments to rate revenue.

The Council's maximum exposure to liquidity risk is the carrying amounts of financial liabilities as disclosed on the face of the balance sheet and is deemed insignificant based on prior periods' data and current assessment of risk.

There has been no significant change in Council's exposure, or its objectives, policies and processes for managing liquidity risk or the methods used to measure this risk from the previous reporting period.

All financial liabilities are expected to be settled within normal terms of trade.

Unless otherwise stated, the carrying amounts of financial instruments reflect their fair value.

(e) Sensitivity disclosure analysis

Taking into account past performance, future expectations, economic forecasts, and management's knowledge and experience of the financial markets, Council believes the following movements are 'reasonably possible' over the next 12 months:

- A parallel shift of +0.95% and -0.51% in market interest rates (AUD) from year end rates of 5.3%.

These movements will not have a material impact on the valuation of Council's financial assets and liabilities, nor will they have a material impact on the results of Council's operations.

8.4 Fair value measurement

Fair Value Hierarchy

Council's financial assets and liabilities are not valued in accordance with the fair value hierarchy, Council's financial assets and liabilities are measured at amortised cost.

Council measures certain assets and liabilities at fair value where required or permitted by Australian Accounting Standards. AASB 13 Fair value measurement, aims to improve consistency and reduce complexity by providing a definition of fair value and a single source of fair value measurement and disclosure requirements for use across Australian Accounting Standards.

For assets where Council adopts a current replacement cost approach to determine fair value, Council considers the inclusion of site preparation costs, disruption costs and costs to restore another entity's assets in the underlying valuation.

All assets and liabilities for which fair value is measured or disclosed in the financial statements are categorised within a fair value hierarchy, described as follows, based on the lowest level input that is significant to the fair value measurement as a whole:

- Level 1 — Quoted (unadjusted) market prices in active markets for identical assets or liabilities
- Level 2 — Valuation techniques for which the lowest level input that is significant to the fair value measurement is directly or indirectly observable; and
- Level 3 — Valuation techniques for which the lowest level input that is significant to the fair value measurement is unobservable.

For the purpose of fair value disclosures, Council has determined classes of assets and liabilities on the basis of the nature, characteristics and risks of the asset or liability and the level of the fair value hierarchy as explained above. In addition, Council determines whether transfers have occurred between levels in the hierarchy by re-assessing categorisation (based on the lowest level input that is significant to the fair value measurement as a whole) at the end of each reporting period.

continued on next page ...

Page 53 of 58

Alpine Shire Council

2025/2026 Financial Report

Notes to the Financial Statements
for the year ended 30 June 2026

Note 8. Managing uncertainties (continued)

Revaluation

Subsequent to the initial recognition of assets, non-current physical assets, other than plant and equipment, are measured at their fair value, being the price that would be received to sell an asset (or paid to transfer a liability) in an orderly transaction between market participants at the measurement date. (For plant and equipment carrying amount is considered to approximate fair value given short useful lives). At balance date, the Council reviewed the carrying value of the individual classes of assets measured at fair value to ensure that each asset materially approximated its fair value. Where the carrying value materially differed from the fair value at balance date, the class of asset was revalued.

Fair value valuations are determined in accordance with a valuation hierarchy. Changes to the valuation hierarchy will only occur if an external change in the restrictions or limitations of use of an asset result in changes to the permissible or practical highest and best use of the asset. In addition, Council undertakes a formal revaluation of land, buildings, and infrastructure assets on a regular basis ranging from 3 to 4 years. The valuation is performed either by experienced Council officers or independent experts. The following table sets out the frequency of revaluations by asset class.

Asset Class	Revaluation frequency
Land	3-4 years
Buildings	3-4 years
Roads	3-4 years
Bridges	3-4 years
Footpaths and cycleways	3-4 years
Drainage	3-4 years
Recreational, leisure and community facilities	3-4 years
Waste management	3-4 years
Parks, open space and streetscapes	3-4 years
Other infrastructure	3-4 years

Where the assets are revalued, the revaluation increases are credited directly to the asset revaluation reserve except to the extent that an increase reverses a prior year decrease for that class of asset that had been recognised as an expense in which case the increase is recognised as revenue up to the amount of the expense. Revaluation decreases are recognised as an expense except where prior increases are included in the asset revaluation reserve for that class of asset in which case the decrease is taken to the reserve to the extent of the remaining increases. Within the same class of assets, revaluation increases and decreases within the year are offset.

Impairment of assets

At each reporting date, the Council reviews the carrying value of its assets to determine whether there is any indication that these assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs of disposal and value in use, is compared to the assets carrying value. Any excess of the assets carrying value over its recoverable amount is expensed to the comprehensive income statement, unless the asset is carried at the revalued amount in which case, the impairment loss is recognised directly against the revaluation surplus in respect of the same class of asset to the extent that the impairment loss does not exceed the amount in the revaluation surplus for that same class of asset.

8.5 Events occurring after balance date

No matters have occurred after balance date that require disclosure in the financial report.

Alpine Shire Council

2025/2026 Financial Report

Notes to the Financial Statements
for the year ended 30 June 2026

Note 9. Other matters

	Balance at beginning of reporting period \$ '000	Increase (decrease) \$ '000	Balance at end of reporting period \$ '000
9.1 Reserves			
(a) Asset revaluation reserves			
2026			
Property			
Land	50,685	826	51,511
Land under roads	4,929	1,387	6,316
Buildings	34,956	-	34,956
	90,570	2,213	92,783
Plant and equipment			
Books	124	-	124
	124	-	124
Infrastructure			
Roads	37,236	14,672	51,908
Bridges	51,041	(1,217)	49,824
Footpaths and cycleways	761	211	972
Drainage	11,392	9,398	20,790
Recreational, leisure and community facilities	8,589	788	9,377
Waste	8,040	-	8,040
Parks, open space and streetscapes	1,098	76	1,174
	118,157	23,928	142,085
Total asset revaluation reserves	208,851	26,141	234,992

Alpine Shire Council

2025/2026 Financial Report

Notes to the Financial Statements
for the year ended 30 June 2026

Note 9. Other matters (continued)

	Balance at beginning of reporting period \$ '000	Increase (decrease) \$ '000	Balance at end of reporting period \$ '000
2025			
Property			
Land	50,685	–	50,685
Land under roads	4,882	47	4,929
Buildings	34,526	430	34,956
	<u>90,093</u>	<u>477</u>	<u>90,570</u>
Plant and equipment			
Books	94	30	124
	<u>94</u>	<u>30</u>	<u>124</u>
Infrastructure			
Roads	38,438	(1,202)	37,236
Bridges	41,440	9,601	51,041
Footpaths and cycleways	1,764	(1,003)	761
Drainage	8,007	3,385	11,392
Recreational, leisure and community facilities	1,407	7,182	8,589
Waste	7,983	57	8,040
Parks, open space and streetscapes	1,152	(54)	1,098
	<u>100,191</u>	<u>17,966</u>	<u>118,157</u>
Total asset revaluation reserves	<u>190,378</u>	<u>18,473</u>	<u>208,851</u>

The asset revaluation reserve is used to record the increased (net) value of Council's assets over time.

	Balance at beginning of reporting period \$ '000	Transfer from Accumulated Surplus \$ '000	Transfer to Accumulated Surplus \$ '000	Balance at end of reporting period \$ '000
(b) Other reserves				
2026				
Restricted reserves				
Subdivision Recreation	623	70	–	693
Discretionary reserves				
Dinner Plain	968	–	(653)	315
Waste	3,787	–	(541)	3,246
Capital Works Carry Forward	–	825	–	825
Employee Entitlements	–	521	–	521
Advanced Federal Financial Assistance Grants	–	4,166	–	4,166
Total discretionary reserves	<u>4,755</u>	<u>5,512</u>	<u>(1,194)</u>	<u>9,073</u>
Total Other reserves	<u>5,378</u>	<u>5,582</u>	<u>(1,194)</u>	<u>9,766</u>

Alpine Shire Council

2025/2026 Financial Report

Notes to the Financial Statements
for the year ended 30 June 2026

Note 9. Other matters (continued)

	Balance at beginning of reporting period \$ '000	Transfer from Accumulated Surplus \$ '000	Transfer to Accumulated Surplus \$ '000	Balance at end of reporting period \$ '000
2025				
Restricted reserves				
Subdivision Recreation	694	-	(71)	623
Total restricted reserves	694	-	(71)	623
Discretionary reserves				
Dinner Plain	1,340	-	(372)	968
Waste	4,009	-	(222)	3,787
Total discretionary reserves	5,349	-	(594)	4,755
Total Other reserves	6,043	-	(665)	5,378

The **Subdivision Recreation Reserve** is maintained to account for contributions received under the *Subdivision Act 1988*. This reserve funds future recreational projects which meet the definition in the Act.

The **Dinner Plain Reserve** is maintained to ensure all rates raised from Dinner Plain properties are quarantined and invested back into Dinner Plain. During 2024/25 Council approved ceasing the operation of the Dinner Plain reserve from 30 June 2024. Any remaining balance will be utilised in accordance with the establishment of the Dinner Plain reserve until all remaining funds are expended.

The **Waste Reserve** is maintained to allow for all waste revenue to fund waste-related activities as outlined in the Minister's Good Practice Guidelines for Local Government Service Rates and Charges. Where budgeted rehabilitation projects are not carried out in the financial year, funds are allocated to the reserve to fund future rehabilitation work.

The **Capital Works Carry-forward Reserve** is established to ensure that funding is available to complete capital projects that were commenced but not finalised within the financial year.

The **Employee Entitlements Reserve** is maintained to provide financial capacity to meet employee leave obligations as they arise. This balance will equal 25% of current employee entitlements payable at termination.

The **Advanced Federal Financial Assistance Grants Reserve** is maintained to identify advance payment of the federal Financial Assistance Grants.

Alpine Shire Council

2025/2026 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2026

Note 9. Other matters (continued)

	2026 \$ '000	2025 \$ '000
9.2 Reconciliation of cash flows from operating activities to surplus/(deficit)		
Surplus/(deficit) for the year	(6,598)	7,823
Non-cash adjustments:		
Depreciation/amortisation	7,455	7,293
Profit/(loss) on disposal of property, infrastructure, plant and equipment	8,647	2,897
Fair value adjustments for investment property	(150)	-
Contributions - Non-monetary assets	(138)	(57)
Change in assets and liabilities:		
(Increase)/decrease in trade and other receivables	873	(1,853)
(Increase)/decrease in inventories	37	(12)
(Increase)/decrease in prepayments	(1)	-
Increase/(decrease) in contract assets	1,727	(1,332)
Increase/(decrease) in other assets	2	58
Increase/(decrease) in trade and other payables	(2,418)	792
Increase/(decrease) in provisions	(508)	1,238
(Decrease)/increase in trust funds and other deposits	(151)	396
(Decrease)/increase in contract and other liabilities	1,727	(8,295)
Net cash provided by/(used in) operating activities	10,504	8,948

Note 10. Changes in accounting policies

There have been no changes to accounting policies in the 2025-26 year.



Alpine Shire Council

Performance Statement

For the year ended 30 June 2026

Table of Contents

For the year ended 30 June 2026

Certification of the Performance Statement	3
Victorian Auditor-General's Office Report	4
Description of the municipality	6
Performance Statement	
Service Performance Indicators	7
Financial Performance Indicators	13
Sustainable Capacity Indicators	20
Notes to the accounts	22
Definitions	23

DRAFT
for in-principle approval

Certification of the Performance Statement

For the year ended 30 June 2026

In my opinion, the accompanying Performance Statement has been prepared in accordance with the *Local Government Act 2020* and the *Local Government (Planning and Reporting) Regulations 2020*.

[Principal Accounting Officer Name]

Principal Accounting Officer

Date:

Bright, Victoria

In our opinion, the accompanying Performance Statement of the Alpine Shire Council for the year ended 30 June 2025 presents fairly the results of Council's performance in accordance with the *Local Government Act 2020* and the *Local Government (Planning and Reporting) Regulations 2020*.

The Performance Statement contains the relevant performance indicators, measures and results in relation to service performance, financial performance and sustainable capacity.

At the date of signing, we are not aware of any circumstances that would render any particulars in the Performance Statement to be misleading or inaccurate.

We have been authorised by the Council and by the *Local Government (Planning and Reporting) Regulations 2020* to certify this Performance Statement in its final form.

Cr [Name]

Date:

Bright, Victoria

Cr [Name]

Date:

Bright, Victoria

Will Jeremy

Chief Executive Officer

Date:

Bright, Victoria

Victorian Auditor General's Office Audit Report

For the year ended 30 June 2026

DRAFT
for in-principle approval

Victorian Auditor General's Office Audit Report (continued)

For the year ended 30 June 2026

DRAFT
for in-principle approval

Description of the municipality

For the year ended 30 June 2026

The Alpine Shire is situated in north-east Victoria, approximately 300km from the Victorian state capital Melbourne, and 70km south of Albury-Wodonga. The area of the Alpine Shire is 4,790 square kilometres consisting of 92% public land.

The Shire extends from mountain ranges to the valley floor, where residents choose to live predominantly around the three main towns of Bright, Myrtleford and Mount Beauty. Other members of the populace live in the smaller towns, villages and surrounding farming communities that are spread throughout the Shire.

The region offers a diverse lifestyle with a mix of culture, history and experiences. The region is a well-known destination for tourists with festivals, markets, exhibitions, sporting and recreational activities held throughout the Alpine Shire; together with a range of cafes, restaurants and wineries.

The estimated resident population of the Shire is 13,236, a number which significantly increases with the seasonal influx of tourists.

Service Performance Indicators

For the year ended 30 June 2026

Service / indicator / measure	Result			Target as per Budget 2025/26	Result 2025/26	Material Variations
	2022/23	2023/24	2024/25			
Aquatic Facilities Utilisation <i>Utilisation of aquatic facilities</i> [Number of visits to aquatic facilities / Population]	2.4	3.0	3.5	3.3	4.7	Improved attendance has been driven by an increase of 50% more membership visitations at the Bright Sports Centre, as well as an increase in user groups across all three swimming pools (Bright, Mount Beauty, Myrtleford)
Animal Management Health and safety <i>Animal management prosecutions</i> [Number of successful animal management prosecutions / Number of animal management prosecutions] x 100	0%	0%	0%	0%	0%	No animal management prosecutions were undertaken in 2025/26.

Service Performance Indicators (continued)

For the year ended 30 June 2026

Service/indicator/measure	Result			Target as per Budget 2025/26	Result 2025/26	Material Variations
	2022/23	2023/24	2024/25			
Food Safety Health and safety Critical and major non-compliance outcome [Number of critical non-compliance outcome notifications and major non-compliance notifications about a food premises followed up / Number of critical non-compliance outcome notifications and major non-compliance notifications about a food premises] x100	100.0 %	0.0 %	0.0 %	100.0 %	0.0 %	No critical or major non-compliance notifications were received in 2025/26, hence there were none to follow up. This is the reason for Council not meeting its target of 100% - noting that zero non-compliance notifications is a positive result. Council's Environmental Health department continues to focus on improved food safety awareness to promote compliance with the Food Safety Standards.

Service Performance Indicators (continued)

For the year ended 30 June 2026

Service/indicator/measure	Result			Target as per Budget 2025/26	Result 2025/26	Material Variations
	2022/23	2023/24	2024/25			
Governance Consultation and engagement <i>Satisfaction with community consultation and engagement</i> [Community satisfaction rating out of 100 with how Council has performed on community consultation and engagement]	50	46	46	56	54	A new Community Satisfaction Survey provider commenced in 2026, with the current measure referred to as "Opportunities to give feedback". Council significantly improved performance in this measure compared to the previous year, however fell slightly short of its target of 56.
Libraries Participation <i>Library membership</i> [Number of registered library members / Population] x100	New in 2023/24	32.2 %	33.2 %	40.0 %	34.1 %	Library use continues a gradual trend in increased membership, however fell short of the target of 40% of the population to be library members.

Service Performance Indicators (continued)

For the year ended 30 June 2026

Service/indicator/measure	Result			Target as per Budget 2025/26	Result 2025/26	Material Variations
	2022/23	2023/24	2024/25			
Maternal and Child Health (MCH)						
Participation						
Participation in the MCH service [Number of children who attend the MCH service at least once (in the year) / Number of children enrolled in the MCH service] x100	83.4 %	84.0 %	83.2 %	85.0 %	81.9 %	Participation in the Maternal and Child Health Service continues to show high demand for service. While the result fell slightly short of target, it continues a long-term trend of more than 80% of children born in the Alpine Shire attending the Maternal and Child Health Service.
Participation in the MCH service by Aboriginal children [Number of Aboriginal children who attend the MCH service at least once (in the year) / Number of Aboriginal children enrolled in the MCH service] x100	82.6 %	89.5 %	95.7 %	85.0 %	73.3 %	Council has a small number of First Nations children enrolled in the Maternal and Child Health service, therefore a slight change in participation creates a greater change in overall results. This impacted on Council's ability to meet its target of 85% participation.

Service Performance Indicators (continued)

For the year ended 30 June 2026

Service/indicator/measure	Result			Target as per Budget 2025/26	Result 2025/26	Material Variations
	2022/23	2023/24	2024/25			
Roads Condition <i>Sealed local roads maintained to condition</i> [(Number of kilometres of sealed local roads below the renewal intervention level set by Council / Kilometres of sealed local roads] x100	99.4%	99.6%	99.4%	99.6%	99.6%	Council met its target of 99.6% of sealed local roads maintained to the condition standards set within its Road Management Plan.
Statutory Planning Service standard <i>Planning applications decided within required time</i> [(Number of regular planning application decisions made within 60 days) + (Number of VicSmart planning application decisions made within 10 days) / Number of planning application decisions made] x100	19.4 %	22.8 %	27.4 %	60.0%	54.1%	Council has focused on Statutory Planning customer service and delivery during 2025/26, resulting in more than double the number of decisions being made within the statutory period compared to the previous year. While not quite meeting Council's target of 60%, the improvement compared to the previous year is a positive step, and trending strongly in the right direction.

Service Performance Indicators (continued)

For the year ended 30 June 2026

Service/indicator/measure	Result			Target as per Budget 2025/26	Result 2025/26	Material Variations
	2022/23	2023/24	2024/25			
Waste Management Waste diversion <i>Kerbside collection waste diverted from landfill</i> [Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins] x100	39.8 %	73.4 %	74.1 %	75.0%	70.6 %	The decrease in kerbside waste diverted from landfill is primarily due to an audit conducted by the contractor (across all Councils), which resulted in a reported increase in the amount of waste contamination in kerbside recycling collections. Community education will be undertaken in 2026/27 and a further audit (specific to the Alpine Shire) scheduled for the first half of 2026/27.

Financial Performance Indicators

For the year ended 30 June 2026

Dimension / indicator /	Result			Target as per Budget	Result	Forecasts				Material Variations
	2022/23	2023/24	2024/25	2025/26	2025/26	2026/27	2027/28	2028/29	2029/30	
Efficiency										
<i>Expenditure level</i>										
Expenses per property [Total expenses / Number of property assessments]	\$3,818	\$3,794	\$4,901	\$4,037	\$5,121	\$4,145	\$4,254	\$4,353	\$4,456	More operating expenses incurred than budgeted due to several movements, including higher landfill rehabilitation expense, employee costs and depreciation than expected.
<i>Revenue level</i>										
Average rate per property [General rates and Municipal charges / Number of property assessments]	\$1,852	\$1,886	\$1,945	\$1,946	\$2,015	\$2,045	\$2,120	\$2,178	\$2,238	Council processed a higher volume of supplementary rates than budgeted in 2025/26, hence a higher average rate per property assessment than the target. The forecasts for 2026/27 - 2029/30 are slightly less than published in the 2026/27 Budget. This is primarily due to an error in Budget calculations, which have been corrected in this Performance Statement.

Financial Performance Indicators (continued)

For the year ended 30 June 2026

Dimension / indicator /	Result			Target as per Budget 2025/26	Result 2025/26	Forecasts				Material Variations
	2022/23	2023/24	2024/25			2026/27	2027/28	2028/29	2029/30	
Liquidity Working capital Current assets compared to current liabilities [Current assets / Current liabilities] x100	220.2 %	269.2 %	376.3 %	338.4%	463.4%	346.5%	330.8%	309.3%	295.3%	Current assets compared to current liabilities were higher than target due to a higher level of cash and financial assets than budgeted. This was due to the early receipt of 80% of the 2026/27 Financial Assistance Grants and other capital grants. Current liabilities have decreased significantly, in particular around trade payables.

Financial Performance Indicators (continued)

For the year ended 30 June 2026

Dimension / indicator /	Result			Target as per Budget 2025/26	Result 2025/26	Forecasts				Material Variations
	2022/23	2023/24	2024/25			2026/27	2027/28	2028/29	2029/30	
Unrestricted cash										
Unrestricted cash compared to current liabilities [Unrestricted cash / Current liabilities] x100	-44.8 %	-55.2 %	135.8 %	47.4%	40.4%	-10.2%	-8.1%	-12.6%	-10.2%	Council's unrestricted cash balance has decreased significantly as more cash has been invested into financial assets. Within Council's cash balance, \$2.4m has been restricted to capital grants received for works not yet conducted in 2025/26. Council has carried over \$825k of capital works into 2026/27. Forecasts for unrestricted cash are not included as the definition for cash compared to current liabilities will change in 2026/27. This will mean that the unrestricted cash measure as it appears in 2025/26 will no longer be applicable from 2026/27 onwards.

Financial Performance Indicators (continued)

For the year ended 30 June 2026

Dimension / indicator /	Result			Target as per Budget 2025/26	Result 2025/26	Forecasts				Material Variations
	2022/23	2023/24	2024/25			2026/27	2027/28	2028/29	2029/30	
Obligations										
<i>Loans and borrowings</i>										
<i>Loans and borrowings</i> [Interest bearing loans and borrowings / Rate revenue] x100	0.0 %	0.0 %	0.0 %	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	Council continues to operate free from borrowings.
<i>Loans and borrowings</i> [Interest and principal repayments on interest bearing loans and borrowings / Rate revenue] x100	0.0 %	0.0 %	0.0 %	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	Council continues to operate free from borrowings.
<i>Indebtedness</i>										
<i>Non-current liabilities compared to own source revenue</i> [Non-current liabilities / Own source revenue] x100	16.1 %	15.8 %	13.6 %	17.2%	14.2%	12.2%	12.0%	11.9%	11.8%	Non-current liabilities remained in line with budgeted targets, however a higher level of own-source revenue than budgeted was due to supplementary valuations, statutory permits and higher investment income. This contributed to an overall decrease in result compared to target.

Financial Performance Indicators (continued)

For the year ended 30 June 2026

Dimension / Indicator /	Result			Target as per Budget 2025/26	Result 2025/26	Forecasts				Material Variations
	2022/23	2023/24	2024/25			2026/27	2027/28	2028/29	2029/30	
Asset renewal and upgrade										
Asset renewal and upgrade compared to depreciation [Asset renewal and asset upgrade expense / Asset depreciation] x100	163.7%	156.1%	143.2%	107.6%	70.4%	151.8%	167.7%	162.1%	112.7%	While Council budgeted for a 100% renewal and upgrade measure, this included \$1.5m of landfill works funded by the Waste Reserve, which was budgeted but not capitalised as asset renewal works. This contributed to a lower result compared to target.

Financial Performance Indicators (continued)

For the year ended 30 June 2026

Dimension / Indicator /	Result			Target as per Budget 2025/26	Result 2025/26	Forecasts				Material Variations
	2022/23	2023/24	2024/25			2026/27	2027/28	2028/29	2029/30	
Operating position										
Adjusted underlying result										
Adjusted underlying surplus (or deficit) [Adjusted underlying surplus (deficit)/ Adjusted underlying revenue] x100	8.7 %	-10.7 %	-10.5 %	-3.4%	-18.9%	-14.0%	-0.9%	-0.9%	-0.7%	The adjusted underlying deficit was affected by a net loss on disposal of building, drainage, pathway, open spaces and road assets, and an increase of landfill provision related to increased costs of landfill monitoring and higher estimation of rehabilitation works. This contributed to a lower result compared to target.

Financial Performance Indicators (continued)

For the year ended 30 June 2026

Dimension / Indicator /	Result			Target as per Budget 2025/26	Result 2025/26	Forecasts				Material Variations
	2022/23	2023/24	2024/25			2026/27	2027/28	2028/29	2029/30	
Stability										
<i>Rates concentration</i>										
<i>Rates compared to adjusted underlying revenue</i>	54.6 %	70.1 %	56.4 %	60.5%	60.0%	72.7%	65.0%	65.2%	65.3%	Similar results to budget.
[Rate revenue / Adjusted underlying revenue] x100										
<i>Rates effort</i>										
<i>Rates compared to property values</i>	0.34 %	0.28 %	0.29 %	0.3%	0.31%	0.32%	0.32%	0.32%	0.32%	Similar results to budget. The slight increase in rates compared to property values is due to a decrease in property value according to the Valuer General Victoria.
[Rate revenue / Capital improved value of rateable properties in the municipality] x100										

Sustainable Capacity Indicators

For the year ended 30 June 2026

<i>Indicator/ measure</i>	2022/23	Result 2023/24	2024/25	Result 2025/26	Material Variations
Population					
<i>Expenses per head of municipal population</i> [Total expenses / Municipal population]	\$2,621	\$2,606	\$3,362	\$3,545	Expenses have increased since last year, primarily driven by net loss on disposal of building, drainage, pathway, open spaces and road assets, and increase of landfill provision related to increased costs of landfill monitoring and higher estimation of rehabilitation works.
<i>Infrastructure per head of municipal population</i> [Value of infrastructure / Municipal population]	\$16,528	\$18,633	\$20,490	\$21,545	There was a significant revaluation of infrastructure in 2025/26 due to outcomes from the formal revaluation of drainage and changes to construction indices to pathways and roads.
<i>Population density per length of road</i> [Municipal population / Kilometres of local roads]	23.0	22.7	22.7	21.5	Population density has decreased slightly due to an increase in the number of roads captured and classified by Council's Road Management Plan. Municipal population has increased slightly (but to a lesser degree than the increase in road length).
Own-source revenue					
<i>Own-source revenue per head of municipal population</i> [Own-source revenue / Municipal population]	\$2,031	\$1,943	\$2,107	\$2,115	Similar results to prior year.

Sustainable Capacity Indicators (continued)

For the year ended 30 June 2026

Indicator/ measure	2022/23	Result 2023/24	2024/25	Result 2025/26	Material Variations
Recurrent grants <i>Recurrent grants per head of municipal population</i> [Recurrent grants / Municipal population]	\$539.96	\$138.22	\$787.03	\$754.23	Similar results to prior year.
Disadvantage <i>Relative Socio-Economic Disadvantage</i> [Index of Relative Socio-Economic Disadvantage by decile]	7	7	7	7	This measure is linked to Australian Bureau of Statistics Census data, and does not change annually.
Workforce turnover <i>Percentage of staff turnover</i> [Number of permanent staff resignations and terminations / Average number of permanent staff for the financial year] x100	27.9 %	25.9 %	13.3 %	16.1 %	Council's turnover of permanent staff, while slightly higher than the previous year, has remained lower than the high turnover rates in the years following COVID.

Notes to the accounts

For the year ended 30 June 2026

1. Basis of preparation

Council is required to prepare and include a Performance Statement within its Annual Report. The Performance Statement includes the results of the prescribed sustainable capacity, service performance and financial performance indicators and measures together with a description of the municipal district and an explanation of material variations in the results. This statement has been prepared to meet the requirements of the *Local Government Act 2020* and *Local Government (Planning and Reporting) Regulations 2020*.

Where applicable the results in the Performance Statement have been prepared on accounting bases consistent with those reported in the Financial Statements. The other results are based on information drawn from council information systems or from third parties (e.g. Australian Bureau of Statistics or the Council's satisfaction survey provider).

The Performance Statement presents the actual results for the current year and the previous three years, along with the current year's target, if mandated by the *Local Government (Planning and Reporting) Regulations 2020*. Additionally, for the prescribed financial performance indicators and measures, the performance statement includes the target budget for the current year and the results forecast for the period 2026/27 to 2029/30 by the Council's Financial Plan.

The *Local Government (Planning and Reporting) Regulations 2020* requires explanation of any material variations in the results contained in the performance statement. Council has adopted materiality thresholds relevant to each indicator and measure and explanations have not been provided for variations below the materiality thresholds unless the variance is considered to be material because of its nature.

Definitions

For the year ended 30 June 2026

Key term	Definition
Aboriginal children	means a child who is an Aboriginal person
Aboriginal person	has the same meaning as in the Aboriginal Heritage Act 2006
adjusted underlying revenue	means total income other than: · non-recurrent grants used to fund capital expenditure; and · non-monetary asset contributions; and · contributions to fund capital expenditure from sources other than those referred to above
adjusted underlying surplus (or deficit)	means adjusted underlying revenue less total expenditure
annual report	means an annual report prepared by a council under section 98 of the Act
asset renewal expenditure	means expenditure on an existing asset or on replacing an existing asset that returns the service capability of the asset to its original capability
asset upgrade expenditure	means expenditure that— (a) enhances an existing asset to provide a higher level of service; or (b) extends the life of the asset beyond its original life
critical non-compliance outcome notification	means a notification received by council under section 19N(3) or (4) of the <i>Food Act 1984</i> , or advice given to council by an authorized officer under that Act, of a deficiency that poses an immediate serious threat to public health
current assets	has the same meaning as in the Australian Accounting Standards
current liabilities	has the same meaning as in the Australian Accounting Standards
food premises	has the same meaning as in the <i>Food Act 1984</i>
intervention level	means the level set for the condition of a road beyond which a council will not allow the road to deteriorate and will need to intervene
local road	means a sealed or unsealed road for which the council is the responsible road authority under the <i>Road Management Act 2004</i>
major non-compliance outcome notification	means a notification received by a council under section 19N(3) or (4) of the <i>Food Act 1984</i> , or advice given to council by an authorized officer under that Act, of a deficiency that does not pose an immediate serious threat to public health but may do so if no remedial action is taken
MCH	means the Maternal and Child Health Service provided by a council to support the health and development of children within the municipality from birth until school age
non-current liabilities	means all liabilities other than current liabilities

Definitions (continued)

For the year ended 30 June 2026

Key term	Definition
own-source revenue	means adjusted underlying revenue other than revenue that is not under the control of council (including government grants)
population	means the resident population estimated by council
rate revenue	means revenue from general rates, municipal charges, service rates and service charges
relative socio-economic disadvantage	in relation to a municipal district, means the relative socio-economic disadvantage, expressed as a decile for the relevant financial year, of the area in which the municipal district is located according to the Index of Relative Socio-Economic Disadvantage of SEIFA
restricted cash	means cash, cash equivalents and financial assets, within the meaning of the Australian Accounting Standards, not available for use other than for a purpose for which it is restricted, and includes cash to be used to fund capital works expenditure from the previous financial year
SEIFA	means the Socio-Economic Indexes for Areas published from time to time by the Australian Bureau of Statistics on its Internet site
unrestricted cash	means all cash and cash equivalents other than restricted cash

Informal Meeting of Councillors

In accordance with Chapter 8, section A1 of Council's [Governance Rules](#), the Chief Executive Officer must ensure that a summary of the matters discussed at an Informal meeting of Councillors is tabled at the next convenient Council meeting, and recorded in the minutes of that Council meeting.

Meeting Title: Briefing Session
Date: Tuesday 25 August 2026
Location: Bright Committee Room
Start Time: 1:00pm
Finish Time: 4:45pm
Chairperson: Will Jeremy, Chief Executive Officer

Councillor and staff attendees:

Name	Position	Name	Position
Cr Gareth Graham	Deputy Mayor	Will Jeremy	Chief Executive Officer
Cr John Andersen	Councillor	Nathalie Cooke	Director Corporate and Community
Cr Dave Byrne	Councillor	Sarah Buckley	Director Assets
Cr Jean-Pierre Ronco	Councillor		
Cr Peter Smith	Councillor		

Councillor and staff apologies:

Name	Position
Cr Sarah Nicholas	Mayor
Cr Noah Tanzen	Councillor

1. Conflict of interest disclosures

Disclosures of Conflicts of Interests must be made in accordance with Chapter 7, sections A3-A5 of Council's [Governance Rules](#), and recorded here.

2. Record of Councillors that have disclosed a conflict of interest leaving the meeting

3. Items

Item
External Presentation – Friends of Kiewa and Alpine Vallets Inc.
August Ordinary Council Meeting Agenda Review + Questions on Notice
Statutory Planning Monthly Briefing
Pioneer Park Adventure Hub
Regulatory Services Activity Report
Planning Amendments – Councillor Presentation – Rural City of Wangaratta

Informal Meeting of Councillors

In accordance with Chapter 8, section A1 of Council's [Governance Rules](#), the Chief Executive Officer must ensure that a summary of the matters discussed at an Informal meeting of Councillors is tabled at the next convenient Council meeting, and recorded in the minutes of that Council meeting.

Meeting Title: Briefing Session
Date: Tuesday 8 September 2026
Location: Bright Committee Room
Start Time: 1:00pm
Finish Time: 5:30pm
Chairperson: Will Jeremy, Chief Executive Officer

Councillor and staff attendees:

Name	Position	Name	Position
Cr Sarah Nicholas	Mayor	Will Jeremy	Chief Executive Officer
Cr Gareth Graham	Deputy Mayor	Nathalie Cooke	Director Corporate and Community
Cr John Andersen	Councillor	Sarah Buckley	Director Assets
Cr Dave Byrne	Councillor		
Cr Jean-Pierre Ronco	Councillor		
Cr Peter Smith	Councillor		

Councillor and staff apologies:

Name	Position
Cr Noah Tanzen	Councillor

1. Conflict of interest disclosures

Disclosures of Conflicts of Interests must be made in accordance with Chapter 7, sections A3-A5 of Council's [Governance Rules](#), and recorded here.

2. Record of Councillors that have disclosed a conflict of interest leaving the meeting

3. Items

Item
Public Memorials Policy No.113 - Review
Australia Day Review – Community Awards
Public EV Chargers on Council Land EOI Engagement
Glass Advocacy and Glass Service Update
Domestic Waste vs Commercial Waste

Informal Meeting of Councillors

In accordance with Chapter 8, section A1 of Council's [Governance Rules](#), the Chief Executive Officer must ensure that a summary of the matters discussed at an Informal meeting of Councillors is tabled at the next convenient Council meeting, and recorded in the minutes of that Council meeting.

Meeting Title: Briefing Session
Date: Tuesday 15 September 2026
Location: Bright Committee Room
Start Time: 1:00pm
Finish Time: 5:30pm
Chairperson: Will Jeremy, Chief Executive Officer

Councillor and staff attendees:

Name	Position	Name	Position
Cr Sarah Nicholas	Mayor	Will Jeremy	Chief Executive Officer
Cr Gareth Graham	Deputy Mayor	Nathalie Cooke	Director Corporate and Community
Cr John Andersen	Councillor	Sarah Buckley	Director Assets
Cr Dave Byrne	Councillor		
Cr Jean-Pierre Ronco	Councillor		
Cr Peter Smith	Councillor		

Councillor and staff apologies:

Name	Position
Cr Noah Tanzen	Councillor

1. Conflict of interest disclosures

Disclosures of Conflicts of Interests must be made in accordance with Chapter 7, sections A3-A5 of Council's [Governance Rules](#), and recorded here.

2. Record of Councillors that have disclosed a conflict of interest leaving the meeting

3. Items

Item
Enterprise Agreement
Child Safe Policy
Kiewa River trail – Contract Award

Informal Meeting of Councillors

In accordance with Chapter 8, section A1 of Council's [Governance Rules](#), the Chief Executive Officer must ensure that a summary of the matters discussed at an Informal meeting of Councillors is tabled at the next convenient Council meeting, and recorded in the minutes of that Council meeting.

Meeting Title: Briefing Session
Date: Tuesday 22 September 2026
Location: Bright Committee Room
Start Time: 1:00pm
Finish Time: 5:30pm
Chairperson: Will Jeremy, Chief Executive Officer

Councillor and staff attendees:

Name	Position	Name	Position
Cr Sarah Nicholas	Mayor	Will Jeremy	Chief Executive Officer
Cr Gareth Graham	Deputy Mayor	Nathalie Cooke	Director Corporate and Community
Cr John Andersen	Councillor	Michael MacDonagh	Acting Director Assets
Cr Dave Byrne	Councillor		
Cr Jean-Pierre Ronco	Councillor		
Cr Peter Smith	Councillor		

Councillor and staff apologies:

Name	Position
Cr Noah Tanzen	Councillor
Sarah Buckley	Director Assets

1. Conflict of interest disclosures

Disclosures of Conflicts of Interests must be made in accordance with Chapter 7, sections A3-A5 of Council's [Governance Rules](#), and recorded here.

2. Record of Councillors that have disclosed a conflict of interest leaving the meeting

3. Items

Item
Approval in Principle 2025/26 Financial Statements and Performance Statement
L2P Update
Draft 29 September Ordinary Council Meeting Agenda Review

VICTORIAN RESIDENTS ONLY



SAVE the WANDI TRACK

Petition to Alpine Shire and Council 2026

This Petition seeks the above Shire, being the relevant State Planning Authority, to reverse its recent decision to close a 300 metre section (approximate length) of the historical Wandiligong (Wandi) Track near the Wandiligong Alpine Park Reserve. The closure makes it impossible to complete the Walk from Bright and to enter it from the Wandiligong township area.

This Track has been in existence since circa 1876, and is shown on old and recent private maps, and in Victoria State and Local Government maps. At the point of closure the Track is about two metres wide and runs beside Morses Creek. The creek is about 3-4 metres wide and generally viewable from the Track. It contains a variety of fish, is a nursery for immature trout, and the surrounding bush is home to a variety of birds and other wildlife.

We are aware that a legal precedent was set 2019 in the Victorian Supreme Court of Appeal (Stonnington Council vs Anderson. VSC 453) that found that Historic Tracks are Public Highways and open to the public at all times. We believe this applies to the Wandiligong Walk.

The recent closure has been to the advantage of two landowners whose Northern boundaries run parallel to the creek.

This Petition seeks to have the closed section of the Wandiligong Track reopened and for the Track to be maintained in a safe condition at all times.

Full Name

Address

Suburb

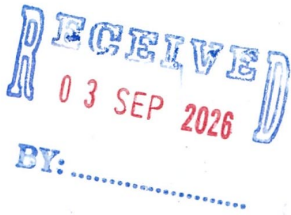
TOWN

Post Code

Signature

WANDI POST OFFICE

VICTORIAN RESIDENTS ONLY



SAVE the WANDI TRACK

Petition to Alpine Shire and Council 2026

This Petition seeks the above Shire, being the relevant State Planning Authority, to reverse its recent decision to close a 300 metre section (approximate length) of the historical Wandiligong (Wandi) Track near the Wandiligong Alpine Park Reserve. The closure makes it impossible to complete the Walk from Bright and to enter it from the Wandiligong township area.

This Track has been in existence since circa 1876, and is shown on old and recent private maps, and in Victoria State and Local Government maps. At the point of closure the Track is about two metres wide and run beside Morses Creek. The creek is about 3-4 metres wide and generally viewable from the Track. It contains a variety of fish, is a nursery for immature trout, and the surrounding bush is home to a variety of birds and other wildlife.

We are aware that a legal precedent was set 2019 in the Victorian Supreme Court of Appeal (Stonnington Council vs Anderson. VSC 453) that found that Historic Tracks are Public Highways and open to the public at all times. We believe this applies to the Wandiligong Walk.

The recent closure has been to the advantage of two landowners whose Northern boundaries run parallel to the creek.

This Petition seeks to have the closed section of the Wandiligong Track reopened and for the Track to be maintained in a safe condition at all times.

WANDI POST OFFICE

Petition to Alpine Shire Council – HiCamps Victoria, 172 Whalleys Lane, Myrtleford (“Myrtle Beach Retreat”)

PETITION TO ALPINE SHIRE COUNCIL

Concerns regarding the operation of HiCamps Victoria – 172 Whalleys Lane, Myrtleford (“Myrtle Beach Retreat”)

We, the undersigned residents and ratepayers, petition Alpine Shire Council regarding the ongoing operation of the HiCamps Victoria camping facility at 172 Whalleys Lane, Myrtleford, commonly known as “Myrtle Beach Retreat”.

The facility is currently operating and appears to comprise three separate camping areas of approximately 50, 80 and 50 camping sites, potentially providing around 230 camping sites along the banks of the Ovens River within a **Public Conservation and Resource Zone (PCRZ)**.

Local residents are concerned that the scale and intensity of this commercial camping operation may be incompatible with the zoning, environmental sensitivity and surrounding land uses. Given the apparent scale of the operation, residents seek clarification of the approvals and authorisations under which it is currently operating.

There are significant concerns regarding the potential impacts of approximately 180 camping sites, including increased traffic and speed, noise at all hours, waste, wastewater and grey-water management, vegetation disturbance, riverbank degradation and increased pressure on the Ovens River and surrounding environment.

The location is surrounded by productive agricultural properties, raising concerns about **biosecurity risks** associated with increased numbers of visitors, vehicles and dogs, including the potential introduction and spread of weeds, pests and disease.

Residents are also concerned about **flood and bushfire risks**, particularly given the location adjacent to the Ovens River. There are concerns regarding emergency access, evacuation arrangements and the adequacy of **fire-prevention and fire-management controls** for an operation potentially accommodating hundreds of people.

The continual presence of **off-lead dogs** is another concern, particularly in relation to neighbouring properties, livestock, wildlife and the safety and amenity of other visitors.

Residents are also concerned about the apparent lack of effective control and management of **grey water and wastewater**, and the potential for discharge or contamination to affect surrounding land and the Ovens River.

Given that the operation is occurring on or adjacent to public land, residents also seek clarification regarding the legal and management arrangements applying to the site, including responsibility for public safety, environmental management and compliance.

Petition to Alpine Shire Council – HiCamps Victoria, 172 Whalleys Lane, Myrtleford (“Myrtle Beach Retreat”)

SIGNATURE PAGES

We respectfully request that Alpine Shire Council:

- 1. Confirm what planning permit, approvals or other authorisations currently apply to the HiCamps operation and precisely what use, number of camping sites, infrastructure and operating conditions those approvals permit?**
- 2. Confirm whether the existing operation, including all three camping areas, is operating in accordance with all applicable planning, environmental, health, fire-safety and other permit conditions?**
- 3. Confirm whether a Public Land Manager has been formally appointed for the land on which the operation is conducted, identify the responsible authority and clarify its responsibilities for management, safety, environmental protection and compliance?**
- 4. Confirm whether appropriate and current public liability insurance is held for the operation, including the extent of cover and responsibility for public safety and claims arising from the use of the site?**
- 5. Undertake a comprehensive assessment of the cumulative impact of the three camping areas as one operation, rather than considering each area in isolation.**
- 6. Assess the flood and bushfire risks, including fire-prevention measures, emergency access, evacuation arrangements and the adequacy of emergency management procedures?**
- 7. Assess the potential biosecurity risks to surrounding agricultural properties arising from the operation and the movement of visitors, vehicles, animals and equipment?**
- 8. Review the management of back water, grey water, wastewater, rubbish and other potential sources of environmental contamination, including the potential impact on the Ovens River?**
- 9. Investigate the ongoing use of off-lead dogs and whether appropriate controls are being implemented and enforced?**
- 10. Consider whether the scale and intensity of the existing operation is appropriate within the Public Conservation and Resource Zone and compatible with protection of the Ovens River, surrounding agricultural land and environmental values?**
- 11. Confirm who is responsible for monitoring compliance with any permits, leases, licences or management agreements applying to the site and how complaints from residents are investigated and recorded?**
- 12. Advise local residents of the outcome of Council’s investigation and what action, if any, Council proposes to take?**

We ask Council to carefully consider these concerns and take whatever action is necessary to protect local residents, surrounding agricultural properties, the Ovens River, public safety and the environmental values of the area.

Petition to Alpine Shire Council – HiCamps Victoria, 172 Whalleys Lane, Myrtleford (“Myrtle Beach Retreat”)

SIGNATURES

The undersigned residents and ratepayers support this petition and request that Alpine Shire Council respond in writing to the matters and questions numbered 1 to 12 set out above.

Name	Address	Suburb	Signature	Date

Petition to Alpine Shire Council – HiCamps Victoria, 172 Whalleys Lane, Myrtleford (“Myrtle Beach Retreat”)

Base Camp 100% (38)

RV/tent site · Sleeps 50 · Vehicles under 10 m
Base Camp is the signature experience of Myrtle Beech — a secluded, boutique riverside retreat crafted for guests seeking...

- Campfires allowed
- Pets allowed
- Toilet
- No electrical hookup
- No potable water
- No water hookup

from **AU\$116** / night
for 4 guests

Add dates

Sunset Viewing Area 98% (32)

RV/tent site · Sleeps 80 · Vehicles under 20 m
Perched above the river with sweeping views across the valley, the Sunset Viewing Area offers an elevated, boutique-style...

- Campfires allowed
- Pets allowed
- Toilet
- No electrical hookup
- No potable water
- No water hookup

from **AU\$116** / night
for 4 guests

Add dates

Horseshoe Rise 100% (2)

RV/tent site · Sleeps 50 · Vehicles under 20 m
Perfect for off-grid and self-contained camping, Horseshoe Rise has no toilet or shower facilities. It offers a secluded country...

- Campfires allowed
- Pets allowed
- Toilet
- No electrical hookup
- No potable water
- No water hookup

