



# Alpine Shire

## **ORDINARY COUNCIL MEETING**

### **MINUTES**

**M3 – 4 April 2017**

**Bright Council Chambers**

**7:00pm**



The next **Ordinary Meeting** of the **Alpine Shire Council** was held in the Council Chambers, Great Alpine Road, Bright on **4 April 2017** and commenced at **7:06pm**.

## **PRESENT**

### **COUNCILLORS**

Cr John Forsyth

Cr Ron Janas – Mayor

Cr Kitty Knappstein

Cr Sarah Nicholas

Cr Daryl Pearce

### **OFFICERS**

Mr Dave Barry – Chief Executive Officer

Mr Charlie Bird – Director Assets

Mrs Nathalie Cooke – Director Corporate

### **APOLOGIES**

Cr Tony Keeble – Deputy Mayor

Cr Peter Roper



## AGENDA

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## **1 RECORDING AND LIVESTREAMING OF COUNCIL MEETINGS**

*The CEO read the following statement:*

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

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

By speaking during question time, or at any time during the meeting, you consent to your voice and any comments you make being recorded.

In common with all narrative during council meetings verbal responses to congratulations, obituaries and question time will not be recorded in the written minutes.

The reasoning behind recording council meetings is of course 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**

*The CEO read the following statement:*

The Alpine Shire Council acknowledges the traditional owners of the land we are now on.

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 – M2 – 7 MARCH 2017**

*Cr Nicholas*

*Cr Knappstein*

*That the minutes of Ordinary Council Meeting M2 held on 7 March 2017 as circulated be confirmed*

*Carried*

## **4 APOLOGIES**

Cr Keeble

Cr Roper

## **5 OBITUARIES / CONGRATULATIONS**

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





## **6 DECLARATIONS BY COUNCILLORS OF CONFLICT OF INTEREST**

Nil

## **7 PUBLIC QUESTIONS**

Questions on Notice will be limited to two questions per person.

Questions on Notice can be written or from the floor.

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



**8 PRESENTATION OF REPORTS BY OFFICERS**

**8.1 CHIEF EXECUTIVE OFFICER – DAVE BARRY**

Nil



## 8.2 DIRECTOR ASSETS – CHARLIE BIRD

### 8.2.1 Petition – Proposed footpath extension in Simmonds Creek Road

File Numbers: 36180.00, 650.05

#### INTRODUCTION

The purpose of this report is to inform Council and provide a response to a petition for a proposed footpath extension in Simmonds Creek Road, Tawonga South, received on 22 February 2017.

*Cr Forsyth*

*Cr Nicholas*

*That Council:*

- 1. Note the petition for a proposed footpath extension in Simmonds Creek Road, Tawonga South.*
- 2. Include provision of \$100,000 in the Draft 2017/18 Capital Works Budget to construct a new footpath (170m) along high-priority sections of Simmonds Creek Road, including associated drainage upgrade works.*
- 3. Note that the remaining sections (1,030m in total) of footpath are included in the project pipeline (estimated cost \$500,000) for future consideration by Council.*
- 4. Advise the main proponent of the petition of Council's decision.*

*Carried*

#### BACKGROUND

A petition for a footpath extension in Simmonds Creek Road was received on 22 February 2017. This petition with 62 signatures contains the wording:

*We, the undersigned, strongly urge the Council to approve the extension of the footpath in Simmonds Creek Road, Tawonga South, and to make provision in the budget for on ground works to commence in 2017/18.*

Public consultation was carried out by Council in 2006 in support of the development of a Shire-wide footpath strategy, and eight submissions were received in support of a footpath along Simmonds Creek Road.

In 2007, 880m of new footpath was constructed along Simmonds Creek Road, between the Kiewa Valley Highway and Glenbourne Drive.

A submission was received to the Draft 2016/17 Budget requesting 'provision to extend and upgrade the footpath along Simmonds Creek Road, Tawonga South'. In response to this submission, a commitment was made to 'scope the Simmonds Creek Road footpath extension proposal and provide an update to Council by 30 September 2016'.

The feasible options for construction of a new sealed shoulder/path were evaluated along 1,200m of Simmonds Creek Road. The assessment was based on road



geometry and the available width of the nature strip to existing drains and property boundaries. The results of this assessment were presented at a Council Briefing Session on 20 December 2016.

Traffic counts were carried out in two locations on Simmonds Creek Road over an eight day period from 2 March to 10 March 2017. Traffic peaked after Glenbourne Drive on weekdays between 0800 and 0900 (average 43 vehicles/hour) and again between 1700 and 1800 (average 50 vehicles/hour). Traffic count after Annapurna Winery was significantly lower, with no clear peak period.

The proposed footpath extension in Simmonds Creek Road is identified in the project pipeline for delivery between 2021/22 and 2025/26.

## **ISSUES**

The following points should be considered in relation to the proposed footpath extension in Simmonds Creek Road:

- The primary concern identified by the proponent of the petition in support of the footpath extension is the safety of pedestrians and bicycle riders. 50 residential properties are located on Simmonds Creek Road beyond the current footpath extent, currently housing more than 30 school children. Many of these school children ride or walk to school, at a time which coincides with the peak vehicular traffic on the road.
- New subdivisions adding up to twenty residential lots may be approved on Simmonds Creek Road. The development plans and timing are uncertain.
- The cost to construct a footpath along 1,200m of Simmonds Creek Road to Annapurna Winery, including associated drainage upgrade works, is estimated to exceed \$600,000. Including drainage upgrade works, the cost to construct a footpath along 170m of the highest priority sections of Simmonds Creek Road, where the visibility is poorest due to the road geometry, is estimated to cost \$100,000.
- Council's annual capital works budget is constrained by the available funding. The implication of bringing forward delivery of a footpath extension in Simmonds Creek Road is deferral of the delivery of competing projects in the project pipeline. The highest ranked new footpath project in the pipeline is the Pebble Beach to Damms Road footpath in Mount Beauty. Delivery of the full planned scope of this project is not currently feasible due to lack of necessary support from waterfront licence-holders.

## **POLICY IMPLICATIONS**

Nil



## **FINANCIAL AND RESOURCE IMPLICATIONS**

Budget provision will be included in the Draft 2017/18 Capital Works Budget, and the new footpath delivered by Council's Asset Development team as part of the annual capital works program.

## **CONSULTATION**

Residents living along Simmonds Creek Road have been consulted to understand their usage of the road as pedestrians and bicycle riders, and their safety concerns associated with this usage. This has included two recent occasions on which Council officers have walked the length of the proposed footpath in Simmonds Creek Road with a delegation of local residents.

Council was briefed following receipt of the submission to the 2016/17 Draft Budget, and again on 20 December 2016 following completion of the footpath scoping study.

## **CONCLUSION**

A petition with 62 signatures has been received for a proposed footpath extension in Simmonds Creek Road. The project is listed in the project pipeline for delivery between 2021/22 to 2025. Bringing forward the construction of high priority sections of the footpath where there is currently poor visibility will improve the safety of pedestrians and bicycle riders using of the road, of which a high proportion are school-age children.

## **DECLARATION OF CONFLICT OF INTEREST**

Under Section 80C of the *Local Government Act 1989*, the following officers declare that they have no interests to disclose in providing this report.

- Director Assets
- Manager Asset Development

## **ATTACHMENT(S)**

8.2.1 Petition for footpath extension in Simmonds Creek Road, Tawonga South.



## 8.2.2 Petition - Reduce the speed limit on Redbank and Mullagong Roads Coral Bank

File Number: 1543.06

### INTRODUCTION

The purpose of this report is to inform Council and provide a response to a petition received to reduce the speed limit from 100 km/h to 60 km/h and install associated signage on Redbank and Mullagong Roads, Coral Bank. The petition cites the interaction of pedestrians and vehicles around the intersection of Bay Creek Lane and Redbank Mongans Road as the single largest risk to be addressed.

*Cr Nicholas*

*Cr Pearce*

*That Council:*

- 1. Recommend to VicRoads a reduction in the maximum speed limit from 100 km/h to 80 km/h for the area nominated;*
- 2. Support the installation of a roundabout treatment at the intersection of Bay Creek Lane, Redbank Road and Mullagong Road;*
- 3. Support the installation of associated statutory and advisory signage on Redbank and Mullagong Roads, Coral Bank; and*
- 4. Advise the main proponent of the petition of Council's decision.*

*Carried*

### BACKGROUND

A petition for a proposed speed limit reduction from 100 km/h to 60 km/h and installation of associated signage on Redbank/Mullagong Roads, Coral Bank was tabled at the February 2017 Council meeting. The section of road is located near the intersection of Redbank and Mullagong Roads and Bay Creek Lane, Coral Bank.

The petition is signed by 188 residents and visitors. The petition wording indicates that the objective of reducing the speed limit and signage on Redbank and Mullagong roads, Coral Bank is to make a safer environment for pedestrians and users of the reserve by controlling the speed of vehicles through the area. The petition reports repeated near misses around the intersection of Bay Creek Lane and Redbank/Mullagong Roads.

Redbank Road and Mullagong Road are defined as Collector Roads in Council's Road Management Plan. Collector Roads primarily provide a route between and through residential, industrial, agricultural, tourist and forest traffic nodes and the declared road network (main roads). These roads usually have a higher proportion of through traffic, higher traffic volumes and have sealed or gravel surface.

### ISSUES

This section of Redbank and Mullagong roads provides access to a local winery, a quarry and the Mongans Bridge caravan park. The intersection is a typical four-way



intersection with the approaches at approximately 90° to one another, with the exception of the single lane bridge on the western approach. Theoretically, this is the intersection of two 100km/h roads; however practical (and observed) vehicle speeds over the bridge are much lower. Currently there are give way treatments to vehicles approaching from the east and west, and vehicles travelling north or south on Redbank and Mullagong Roads can continue through the intersection at the posted speed limit. This intersection has been included in this assessment to ensure all appropriate infrastructure and regulatory solutions are considered.

The recreational use of the area is driving the request for a speed limit change. Visitors to the caravan park cross Redbank/Mullagong Road in the vicinity of Bay Creek Lane to access the recreational reserve which fronts the Kiewa River. Council officers have considered many different treatments for the area in response to the concerns and risks highlighted by the petition. Generally, officers try to understand the nature and location of these risks, and consider appropriate localised infrastructure improvements to manage the potential conflicts. Where possible, local infrastructure improvements implemented within speed zones that are consistent with the current VicRoads guidelines is desirable. Accordingly, Council officers determined that a more localised intersection treatment and a reduction to 80km/h would provide an appropriate solution for this area.

Any speed limit reduction would involve consultation with Victoria Police and require approval by VicRoads.

### **POLICY IMPLICATIONS**

This proposal in the petition is consistent with the following Strategic Objective of the Council Plan:

- 2.3 - To improve the condition and management of Council's assets.

### **FINANCIAL AND RESOURCE IMPLICATIONS**

The financial implications to implement the proposed solution are:

- The cost to implement the speed zone reduction would be \$3,000
- The cost for the intersection treatment will be \$6,000
- The total cost of this project is estimated at \$9,000.

### **CONSULTATION**

Council officers have engaged with the Mongans Bridge Camping Park and Recreation Reserve Committee of Management via the signatory on the petition (Vice President of the Committee) and local police. Both are supportive of the proposed solution. Council Officers will need to seek VicRoads endorsement to implement the speed reduction.

### **CONCLUSION**

A petition with 188 signatures has been received requesting a speed reduction from 100 km/h to 60 km/h in conjunction with improved advisory signage installations



along Redbank/Mullagong Roads, Coral bank. Council officers determined that a more localised intersection treatment and a reduction to 80km/h would provide an appropriate solution for this area. The proponents of the petition are supportive of this overall solution.

#### **DECLARATION OF CONFLICT OF INTEREST**

Under Section 80C of the *Local Government Act 1989*, the following officers declare that they have no interests to disclose in providing this report.

- Engineering Coordinator
- Acting Manager Asset Maintenance
- Director Assets

#### **ATTACHMENT(S)**

- 8.2.2 Petition for reducing the speed limit and installation of traffic management measure on Redbank/Mullagong Roads, Coral Bank, received 13 December 2016.





### 8.2.3 Petition - Reduce the speed limit on Station Street Porepukah

File Number: 42010.01

#### INTRODUCTION

The purpose of this report is to inform Council and provide a response to a request to reduce the speed limit on Station Street, Porepukah from 60 km/h to 50 km/h to improve the safety of pedestrians, school children, cyclists and all other road users.

*Cr Pearce*

*Cr Knappstein*

*That Council:*

- 1. Retain the existing speed limit of 60 km/h; and*
- 2. Note that new footpaths in Station Street Porepukah are included in Council's project pipeline, with an indicative implementation timeframe of 2021/22 to 2025/26;*
- 3. Continue to advocate Victoria Police to improve adherence to the 60 km/h limit on Station Street Porepukah; and*
- 4. Advise the main proponent of the petition of Council's decision.*

*Carried*

#### BACKGROUND

A petition for a proposed speed limit reduction from 60 km/h to 50 km/h on Station Street, Porepukah was tabled at the November 2016 Council meeting. Station Street is located in Porepukah between the Great Alpine Road and the Back Porepukah Road at the intersection with Service Street.

The petition has been signed by 75 residents from 63 properties out of 112 properties along Station Street Porepukah. The petition wording indicates that the objective of reducing the speed limit on Station Street, Porepukah to 50 km/h is to improve the safety of pedestrians, school children, cyclists and all other road users.

Station Street is defined as a Collector Road in Council's Road Management Plan. Collector Roads primarily provide a route between and through residential, industrial, agricultural, tourist and forest traffic nodes and the declared road network (main roads). These roads usually have a higher proportion of through traffic, higher traffic volumes and have sealed or gravel surface.

The main proponent of the petition has been in discussion with Council officers about their safety concerns regarding the speed of vehicles along Station Street. In response Council Officers have:

- Explained the approach to determine speed limits
- Informed the police of the concerns raised
- Advised that community support would be required to change the speed limit



- Discussed the issue with representatives from Victoria Police and VicRoads at regular Traffic Liaison Committee meetings
- Offered assistance with the petition process

Council incorrectly stated in the December 2016 Council Report that a petition template was provided to the main proponent of the petition and apologises for this incorrect statement.

The current speed limit of 60 km/h on Station Street is in line with the VicRoads Speed Zoning Guidelines. VicRoads officers undertook an onsite assessment in November 2015 and confirmed that 60 km/h offers a safe environment, and importantly conveys traffic in an efficient manner through the area. The advice is that the current speed limit of 60km/h achieves the balance between safety and efficient travel, and is an appropriate speed limit.

The VicRoads Speed Zoning Guidelines identify community support as a key consideration in determining whether 60 km/h is an appropriate speed limit on a Collector Road in a built-up area. Accordingly, Council has engaged with the community (road users and local residents) to gauge the level of community support for the proposed reduction of the speed limit to 50 km/h.

## ISSUES

Station Street and the Back Porepunkah Road provide an alternative to the Great Alpine Road to travel between Bright and the Myrtleford side of Porepunkah. Whilst there is a sign on the Great Alpine Road ahead of the Station Street junction stating 'Local Traffic Only,' Station Street is not only used as residential access but also provides a through route for industrial, agricultural and tourist traffic.

Reducing the speed limit on Station Street Porepunkah from 60 km/h to 50 km/h increases travel time by 24 seconds, assuming a vehicle is travelling at the speed limit. Reducing the speed limit and hence increasing the travel time may reduce the number of vehicles using Station Street and increase the traffic on the Great Alpine Road, which is an Arterial Road.

Council has undertaken engagement by a variety of means to obtain feedback from road users and the local community. In summary, Council has received feedback on the proposal to reduce the speed limit via:

- Online survey
- Mail out survey to Porepunkah residents
- Facebook feedback
- Written feedback.

The online survey was set up to allow only one entry per person to minimise the risk of the same person completing the survey multiple times. However, the results showed that multiple responses have been provided from a single Internet Protocol (I.P.) address. This raised questions about the integrity of the survey results and upon closer investigation it was evident that these inputs occurred in very close succession; specific street addresses have not been provided in any of these instances; and it was



determined that the survey could be completed multiple times by a single device if the internet settings were altered on the device.

The raw data has been cleansed to remove the suspect data and provide a more accurate reflection of the survey data for Council to consider. This has involved including a maximum of two survey results from each I.P. address, which typically allows representation of the average number of drivers per household. The survey results are shown below.

	Agree with 50 km/hr	Disagree with 50 km/hr
Online survey (raw)*	129	88
Online survey (cleansed)	60	85
Mail out survey	43	53
Overall results**	103	138

\*includes suspect data, refer to detail in report

\*\* Online survey - cleansed + mail out survey

Excluding online survey (raw) results, survey results are generally consistent, where 55-59% of respondents do not support the proposed speed reduction to 50 km/h. These results indicate that community support for the change is divided. In the absence of overwhelming support from the community for the proposed change, and the absence of a traffic engineering principle dictating the need for a change to the speed limit, the recommendation is to retain a 60 km/h speed limit at this time.

Additional feedback from local community members that are supportive of the proposed speed limit reduction to 50 km/h cite the following key issues:

- Pedestrians using the shoulder of the road
- Speeding traffic - vehicles travelling faster than the 60 km/h speed limit.

New footpaths in Station Street Porepunkah are included in Council's project pipeline, with an indicative implementation timeframe of 2021/22 to 2025/26.

### **POLICY IMPLICATIONS**

This proposal in the petition is consistent with the following Strategic Objective of the Council Plan:

- 2.3 - To improve the condition and management of Council's assets.

### **FINANCIAL AND RESOURCE IMPLICATIONS**

Financial and resource implications are negligible - Council officers' time to liaise with Victoria Police.

### **CONSULTATION**

Council has engaged with the community via the following methods:

- Signage on site
- Facebook



- Newspaper
- Onsite information session
- Electronic survey
- Mail out survey in the Porepunkah Township.

Council has also consulted with Victoria Police and VicRoads regarding this proposal.

### **CONCLUSION**

A petition with 75 signatures has been received for a proposed speed reduction along Station Street, Porepunkah from 60 km/h to 50 km/h. After an extensive consultation process Council Officers have concluded that there is not overwhelming community support to implement the change at this time, and therefore the recommendation is to retain the current 60km/h limit. A further recommendation is to ensure the future Station Street footpath project is prioritised appropriately - given the high level of community interest in the creation of a safer environment for Station Street.

### **DECLARATION OF CONFLICT OF INTEREST**

Under Section 80C of the *Local Government Act 1989*, the following officers declare that they have no interests to disclose in providing this report.

- Engineering Coordinator
- Acting Manager Asset Maintenance
- Director Assets

### **ATTACHMENT(S)**

- 8.2.3 Petition for reducing the speed limit on Station Street Porepunkah, received 8 November 2016.



### 8.3 DIRECTOR CORPORATE – NATHALIE COOKE

#### 8.3.1 Mayor and Councillor allowance review

File Number: 640.01

##### INTRODUCTION

Section 74 of the *Local Government Act 1989* specifies that Councils must review and determine the level of councillor and mayoral allowances prior to 30 June in the year following the general elections.

Council intends to effectively freeze councillor and mayoral allowances over its four year term by adopting a decrease of 5% to the current value of allowances, removing the effect of the annual adjustment factor.

*Cr Nicholas*

*Cr Forsyth*

*That:*

1. *Having reviewed the councillor and mayoral allowances in accordance with Section 74(1) of the Local Government Act 1989, it is intended to:*
  - a. *Set the councillor allowance at \$18,890, in accordance with the Order in Council for a Category 1 Council; and*
  - b. *Set the mayoral allowance at \$56,435 in accordance with the Order in Council for a Category 1 Council; and*
  - c. *Increase the set allowances by any adjustment factor specified by the Minister for Local Government under section 73B of the Local Government Act 1989.*
  - d. *Pay the equivalent of the Superannuation Guarantee contribution (currently 9.5%) in addition to the set councillor and mayoral allowances as required by the Order in Council.*
2. *Notice of the intention to set the councillor and mayoral allowances be given in accordance with Section 223 of the Local Government Act.*
3. *A committee be formed according to Section 223 (1)(b) of the Local Government Act 1989, if required, consisting of Councillors for the purpose of hearing submissions in relation to the mayor and councillor allowance review.*
4. *All submissions made in respect of the review of councillor and mayoral allowances be considered prior to setting the level of allowances.*

*Carried*



## BACKGROUND

Section 74 of the *Local Government Act 1989* ('the Act') provides for allowances to be paid to councillors and the mayor. These allowances must be reviewed by 30 June following a general election, and are subject to a s223 public submission process.

## ISSUES

### Allowance category and limits

Councils are classified into one of three categories, which are based on the number of residents in the municipal area, and the total recurrent revenue of the council. Categories and allowance ranges are formally published in the Victorian Government Gazette ('the gazette').

Allowance limits are adjusted annually by the Minister for Local Government and published in the gazette. All Councils must apply these mandatory adjustment factors to the allowances paid to the mayor and councillors. Historically, the annual adjustment factor has been 2.5%.

Alpine Shire Council is classified as a category 1 council, which is the lowest of the three allowance categories. The allowance range and limits were published in the gazette on 24 November 2016, effective from 1 December 2016. For a category 1 council, the ranges and limits as gazetted are:

Councillors: \$8,324 to \$19,834 per annum

Mayor: a maximum of \$59,257 per annum

In addition to the allowance limits, an additional amount equivalent to the superannuation guarantee contribution (currently 9.5%) is payable. This is to be paid in addition to the base allowance.

Section 74A of the Act specifies the provisions relating to allowances, including:

- The mayor is not entitled to receive a councillor allowance, if they are entitled to receive the mayoral allowance. This means that six councillor allowances and one mayoral allowance are paid in the Alpine Shire Council.
- A person is only entitled to receive an allowance while he or she holds the office in respect of which the allowance is payable.
- A council does not have to pay an allowance to a councillor or mayor who does not wish to receive an allowance.

### Adjustment factor

The Minister for Local Government is required by Section 73B of the Act to annually review the limits and ranges of the councillor and mayoral allowances, taking into account the levels of remuneration of executives in public administration. As previously stated, the annual adjustment factor is commonly 2.5%. This adjustment is published in the gazette, and all Councils must abide by this adjustment factor.

Officers have made enquiries to determine whether Council as a whole, or individual councillors may decline the annual adjustment. Advice received from Local



Government Victoria, is that the adjustment factor is required by the Act, and the entire allowance as set by Council and adjusted by the gazette must be paid.

The only time where this would not occur, is if a councillor had declined the entire allowance, and they received no allowance payment at all.

During the review of councillor and mayoral allowances, Council may determine to set them anywhere within the accepted allowance limits. However it must then apply the annual adjustment factor as required by the Act, and all councillors and the mayor must be paid in accordance with the allowance set during this review.

### **Reduction in allowance**

The Alpine Shire Council Enterprise Agreement 2016 has applied a wage freeze for Council staff until 30 June 2019 with wage increases equivalent to CPI or WPI-All Sectors (whichever is greater for the period June Quarter 2018 to June Quarter 2019) on 1 July 2019. In addition, the Alpine Shire Council CEO has refused a wage increase entitled under his contract to align with the staff wages freeze. The mechanism by which councillor and mayoral allowances may also be frozen under s74 of the Act is to adopt a decrease of 5% to the current value within the allowance range thereby providing manual modification to remove the effect of the annual adjustment factor over the four year term.

### **Superannuation guarantee**

Unless Council has unanimously resolved to be subject to tax withholding arrangement under taxation legislation, each allowance range or limit is increased by a sum equivalent to the Superannuation Guarantee Contribution. This is currently set at 9.5%.

### **POLICY IMPLICATIONS**

The councillor and mayoral allowances are governed by the *Local Government Act 1989* and determinations by the Governor in Council and the Minister for Local Government as published in the Victorian Government Gazette.

Other expenses such as travel, accommodation and childcare that may be claimed by councillors in fulfilling their duties are addressed by the Councillor Reimbursement of Expenses Policy (No. 76). A separate policy (No. 75) addresses the provision of mayoral and councillor vehicles.

### **FINANCIAL AND RESOURCE IMPLICATIONS**

The councillor and mayoral allowances must be accounted for in Council's annual budget. The 2017/18 budget is currently being prepared and is being drafted on the assumption that a decrease of 5% to the current value within the allowance range is applied thereby providing manual modification to remove the effect of the annual adjustment factor over a four year term.



## **CONSULTATION**

The review of councillor and mayoral allowances is subject to a 28 day public submission period, in accordance with Section 223 of the Act. Submissions will be called for by advertising in the local paper, and on Council's website.

## **CONCLUSION**

Council must review and determine the allowance levels to be paid under section 74(1) of the *Local Government Act 1989*, taking into account the ranges and limits set for a Category 1 Council.

The allowances once set will be the allowance that will apply for the balance of the term of the current Council. The allowance can only be amended if the Minister for Local Government undertakes a review of the allowance ranges and limits under section 73B of the Act.

## **DECLARATION OF CONFLICT OF INTEREST**

Under Section 80C of the *Local Government Act 1989*, the following officers declare that they have no interests to disclose in providing this report.

- Chief Executive Officer
- Director Corporate
- Governance Officer

## **ATTACHMENT(S)**

Nil





### **8.3.2 Draft Alpine Shire Council Plan incorporating Municipal Public Health & Wellbeing Plan 2017 – 2021**

File Number: 600.03

#### **INTRODUCTION**

Section 125 of the *Local Government Act 1989* (LG Act) requires a Council to prepare and approve a Council Plan within the period of six months after each general election or by the next 30 June, whichever is later. The Council must ensure that the draft Council Plan is made available for public comment prior to final adoption.

This report provides for the release of the draft Council Plan for public exhibition and submissions.

*Cr Nicholas moved an alternative motion:*

*Cr Nicholas*

*Cr Pearce*

- 1. The draft Alpine Shire Council Plan incorporating Municipal Public Health & Wellbeing Plan 2017 – 2021 is amended to reflect the following changes:*
  - i. That Strategic Objective number 2 "A Responsible and Sustainable Organisation" include an additional dot point under strategies that states: Council continues to focus on balancing financial, environmental and community outcomes.*
- 2. The draft Alpine Shire Council Plan incorporating Municipal Public Health & Wellbeing Plan 2017 – 2021, prepared in accordance with Section 125 of the Local Government Act 1989 (Attachment 8.3.2) (with the detailed changes at 1. above) be endorsed for the purpose of placing it on public exhibition;*
- 3. Public notice of the preparation of the draft Alpine Shire Council Plan incorporating Municipal Public Health & Wellbeing Plan 2017 – 2021, inviting submissions to be considered in accordance with Section 223 of the Local Government Act 1989 be given; and*
- 4. A committee be formed according to Section 223 (1)(b) of the Local Government Act 1989, if required, consisting of Councillors for the purpose of hearing submissions in relation to the draft Alpine Shire Council Plan incorporating Municipal Public Health & Wellbeing Plan 2017 – 2021.*

*Carried*

#### **BACKGROUND**

The Alpine Shire Council Plan must include: the strategic objectives of Council, strategies for achieving the objectives for at least the next four years; strategic indicators for monitoring achievement of the objectives. The LG Act stipulates that a Council Plan must include:



- the strategic objectives of the Council;
- strategies for achieving the objectives for at least the next four years;
- strategic indicators for monitoring the achievement of the objectives; and
- a Strategic Resource Plan;
- any other matters which are prescribed in regulations.

## **ISSUES**

### **Strategic Context**

The Alpine Shire Council Plan 2017 - 2021 has been developed following the election of the Council in October 2016. The Council Plan is the link between the Alpine Shire 2030 Community Vision and Council's annual planning process.

The Council Plan is a strategic document, detailing the desired outcomes for the next four years. This term we have integrated our Municipal Public Health and Wellbeing Plan into the Council Plan. This enables Council to strengthen the importance of health and wellbeing across our community and provide resources to achieve our desired community outcomes.

### **Council Plan**

The Council Plan describes what Council intends to achieve in the four-year period and how resources will be allocated to do this. The components of the Council Plan which highlight Council's direction are the strategic objectives, the strategies, strategic indicators and the Strategic Resource Plan.

The strategic objectives are Council's long-term goals for meeting the 2030 Community Vision. The strategies are the four-year focus of the plan. We measure achievement of our strategic objectives and strategies through indicators. To provide more context about our direction, major projects and services are listed under each strategic objective.

### **Municipal Public Health and Wellbeing Plan**

Council is committed to protecting, improving and promoting public health and wellbeing within Alpine Shire. The plan draws together information about the health and wellbeing concerns of the community and the actual evidence of health and wellbeing issues affecting Alpine Shire. This information has been used to identify priority areas, goals and strategies to improve the health and wellbeing of Alpine residents.

Section 26 (2) of the *Public Health and Wellbeing Act 2008* requires Councils to prepare a Municipal Public Health and Wellbeing Plan within twelve months after the general election of Council. The plan must:



- (a) include an examination of data about health status and health determinants in the municipal district;
- (b) identify goals and strategies based on available evidence for creating a local community in which people can achieve maximum health and wellbeing;
- (c) provide for the involvement of people in the local community in the development, implementation and evaluation of the plan;
- (d) specify how the Council will work in partnership with the Department and other agencies undertaking public health initiatives, projects and programs to accomplish the goals and strategies identified in the plan;
- (e) be consistent with:
  - (i) the Council Plan prepared under section 125 of the LG Act; and
  - (ii) the municipal strategic statement prepared under section 12A of the *Planning and Environment Act 1987*.

## **FINANCIAL AND RESOURCE IMPLICATIONS**

### **Strategic Resource Plan**

The Strategic Resource Plan is a component of the Council Plan and is a four-year financial plan that details the resources required to deliver the Council Plan. The projects and services outlined in the Council Plan link to the items in the Annual Budget.

## **CONSULTATION**

Council has drawn on feedback and input from community engagement undertaken in recent years to prepare the draft Council Plan. The community now has the opportunity to provide feedback on the detail in the draft Council Plan during the 28-day public exhibition period.

Section 125(3) of the LG Act determines that a person has a right to make a submission under Section 223 of the LG Act, on the draft Council Plan. Section 223 of the LG Act requires Council to publish notice of the adjustment to the Council Plan and allow a minimum of 28 days for submissions to be made. The public notice will appear in the local newspapers, with copies of the draft Council Plan available in Council's Bright offices, libraries in Mount Beauty, Myrtleford and Bright, and on Council's website.



## **CONCLUSION**

In accordance with Sections 125(3a) and 223 of the LG Act:

- the draft Alpine Shire Council Plan incorporating Municipal Public Health & Wellbeing Plan 2017 – 2021 will be placed on public exhibition;
- a 28 day period will be allowed for community submissions; and
- persons that make a submission will be given the opportunity to be heard in support of their submission by a Special Committee of Council, comprising Councillors.

It is appropriate that the draft Alpine Shire Council Plan is now released for public comment, to adhere to the requirements of the LG Act.

## **DECLARATION OF CONFLICT OF INTEREST**

Under Section 80C of the *Local Government Act 1989*, the following officers declare that they have no interests to disclose in providing this report:

- Chief Executive Officer
- Director Assets
- Director Corporate

## **ATTACHMENT(S)**

- 8.3.2 Draft Alpine Shire Council Plan incorporating Municipal Public Health & Wellbeing Plan 2017 – 2021



### 8.3.3 2018 General Revaluation

File Number: 980.01

#### INTRODUCTION

The *Valuation of Land Act 1960 (the act)*, requires all Victorian Councils to conduct a general revaluation of rateable and non-rateable properties every two years.

The act states that Council must resolve to “cause” the revaluation.

The purpose of this report is to commence the valuation process for the 2018 revaluation year.

*Cr Forsyth*

*Cr Knappstein*

*That Council take the necessary steps to cause a general valuation of rateable and non-rateable land within the Alpine Shire at a prescribed date of 1 January 2018, to be returned no later than 31 March 2018 and that notice be given.*

*Carried*

#### BACKGROUND

Section 11 of the *Valuation of Land Act 1960* requires Council to undertake a general valuation of rateable and non-rateable land, every two years. Section 6 of the *Valuation of Land Act 1960*, requires that Council resolve to undertake the valuation. This valuation does not take effect until the financial year commencing 1 July 2018.

Council must also give not less than one months’ notice of the decision to cause a valuation to “every other rating authority interested in the valuation of land in the relevant municipal district”. This means Council notifies the Valuer General Victoria, State Revenue Office and its neighbouring Councils that it has “caused” a general valuation.

LG Valuation Services Pty Ltd were awarded contract number 1204201, to undertake the 2014 and 2016 general revaluation, with an option to extend to the 2018 general revaluation.

Regardless of the contract, to comply with the *Valuation of Land Act 1960*, Council must still resolve to undertake the revaluation.

#### LEGISLATIVE IMPLICATIONS

- *Valuation of Land Act 1960*
- *Local Government Act 1989*

#### FINANCIAL IMPLICATIONS

Total cost of the 2018 general revaluation is expected to be approximately \$139,161 (GST inclusive), however some costs may be incurred in the 2016/17 financial year depending on the timing of invoices and audit by the Valuer General’s



Office. Council does receive a rebate from the State Revenue Office for 50% of the total fee less GST.

### **CONCLUSION**

That Council resolve to undertake the 2018 general revaluation and give due notice of the decision to the Valuer General Victoria; State Revenue Office and neighbouring Councils.

### **DECLARATION OF CONFLICT OF INTEREST**

Under Section 80C of the *Local Government Act 1989*, the following officers declare that they have no interest to disclose in providing this report.

- Director Corporate
- Manager Corporate
- Rates Coordinator

### **ATTACHMENT(S)**

- Nil



### **8.3.4 REPORT DEFERRED TO MAY MEETING Special Rate - Dinner Plain Services (2017/2018) Public Notice of Proposed Declaration**

File Number: 950.01

#### **INTRODUCTION**

A Council may declare a special rate for the purposes of defraying expenses when the performance of a function is of special benefit to the persons required to pay the special rate. The declaration of a special rate is a requirement of the *Local Government Act 1989, Section 163*.

*Cr Forsyth*  
*Cr Nicholas*

CEO proposed Report deferred until May Council Meeting

*Carried*

#### **RECOMMENDATION**

*That Council:*

- 1. Give notice in accordance with s163 of the Local Government Act 1989 of their intention to declare a special rate for the purpose of Dinner Plain Village Services, for the period 1 July 2017 to 30 June 2018 at a level of 43% of the General Rate which aligns with the Shire-wide Commercial Industrial Differential Rate.*

*The content of the proposed declaration is detailed below:*

- a) A special rate be declared for the purpose of defraying any expenses in relation to the provision of services to Dinner Plain village;*
- b) The total cost of the performance of this function is estimated to be \$601,240 over one year;*
- c) The amount of the special rate to be levied is estimated to be \$293,647 over one year, or such other amount as is lawfully raised as a consequence of this Resolution;*
- d) Defrayment of expenses will be of special benefit to those persons required to pay the special rate;*
- e) The special rate will apply to land within Dinner Plain village;*
- f) The basis of calculation of the special rate for the 2017/18 Financial Year be 0.002145 cents in the dollar multiplied by the Capital Improved Value of each parcel of rateable land, and thereafter a rate in the dollar (multiplied by the Capital Improved Value of each parcel of rateable land). For the purposes of item f) of this Resolution, the Capital Improved Value of each*



*parcel of rateable land is the Capital Improved Value of that parcel of land at the time of levying the special rate (so that the Capital Improved Value may alter during the period in which the special rate is in force, reflecting any revaluations and supplementary valuations which take place);*

- g) The amount of the special rate will be the amount shown as due and payable in any notice sent to a person required to pay the special rate; and*
- h) Each person liable to pay the special rate by instalments in line with Council's general rate payment requirements in each year.*
- 2. Consider the special rate for the purpose of Dinner Plain Village Services (2017/18) declaration at a Special Council Meeting on 27 June 2017.*
- 3. Commit to the delivery of a \$1.5m capital works project pipeline within Dinner Plain by 2026/27; this will be funded by the residual funds within the Dinner Plain reserve (forecast to be \$998,000 at 30 June 2017) and additional funds as allocated by Council.*
- 4. Dissolves the Dinner Plain Advisory Committee, acknowledging the Committee's contributions; and undertake to continue to consult with the Dinner Plain community.*
- 5. Form a committee according to Section 223 (1)(b) of the Local Government Act 1989, if required, consisting of Councillors and Directors for the purpose of hearing submissions in relation to the proposed declaration of the Special Rate Dinner Plain Services.*

## **BACKGROUND**

Dinner Plain operates as a discrete business unit within Alpine Shire Council and a strategic approach to long term financial planning and management has been undertaken to acknowledge and sustain the unique development and operational needs of the village, and to manage a fair and equitable rate structure.

The declared Special Rate Dinner Plain Services for 2016/17 was reduced to 65% (from 80.7% in 2015/16). It is now proposed to declare a 2017/18 special rate at 43%, this aligns the proposed special rate for the purpose of Dinner Plain Services with the Shire-wide Commercial Industrial Differential Rate.

## **ISSUES**

A ten-year analysis of projected income and expenditure demonstrates that expenditure will exceed income within the ten-year period; it is proposed that this deficit will be covered by the Dinner Plain reserve in the short term.

Council has identified a pipeline of capital projects in consultation with the Dinner Plain Advisory Committee and sought feedback from Dinner Plain ratepayers in the survey completed in 2016. In addition, Council remains committed to the delivery of essential services to Dinner Plain. In order to defray these expenses Council is





recommending a special rate of 43% for the Financial Year 2017/18, it is acknowledged that this level does not recover the full cost of the performance of this function.

Within the 2017/18 rating period Council will undertake a financial assessment on the impact of reducing the special rate for the purpose of Dinner Plain Village Services for 2018/19 to apply to commercial properties (including holiday homes) only within Dinner Plain village. This assessment will include a detailed analysis of projected income and expenditure and document the potential income deficit achieved once the Dinner Plain reserve is exhausted. This analysis will allow Councillors to make an informed decision on the future strategy to defray these expenses.

### **POLICY IMPLICATIONS**

The preparation of the special rate for the purpose of the Dinner Plain Village Services strategy is in accordance with the:

*Special rates and Charges, Ministerial Guidelines, September 2004*

*Alpine Shire Rating Strategy*

*Strategic Resource Plan*

### **FINANCIAL AND RESOURCE IMPLICATIONS**

Council has undertaken analysis that demonstrates expenditure will exceed income within the ten year period of the plan; the deficit will be covered by the Dinner Plain reserve in the short term.

The Dinner Plain reserve is forecast to be approximately \$998,000 at 30 June 2017 with Council undertaking to allocate additional funding to deliver \$1.5m of planned future capital works within Dinner Plain village by 2026/27.

The special rate for the purpose of the Dinner Plain Village Services for 2017/18 is proposing to raise an estimated \$293,647 over the 12 months. This is significantly lower revenue than that raised in previous years' special rate declarations for Dinner Plain village, as well as being lower than the total cost of the performance of this function over the year. This is illustrated in the below table which shows a comparison of revenue raised from the special rate in the previous two financial years.

Year	Special Rate Revenue	Proposed Special Rate revenue 2017/18	Comparison Deficit
2015/16	\$564,735	\$293,647	\$271,088
2016/17	\$435,166*	\$293,647	\$141,516

\*Year to date figure

### **CONSULTATION**

Under Section 223 of the *Local Government Act 1989* a person has a right to make submissions on the proposed special rate for the purpose of the Dinner Plain Village



Services. Council must allow a minimum 28 days after the public notice to receive submissions.

A person has the right to have their submission heard at a committee be formed according to Section 223 (1)(b) of the *Local Government Act 1989*, if required, consisting of Councillors and Directors for the purpose of hearing submissions in relation to the declaration of a Special Rate Dinner Plain Services.

In addition, Council has consulted with the Dinner Plain Advisory Committee and outlined its intention to give public notice to declare the special rate for the purpose of the Dinner Plain Village Services.

### **CONCLUSION**

Public notice of intention to declare a special rate is a requirement of the *Local Government Act 1989*.

Council is giving public notice of the intent to declare a special rate for the purpose of the Dinner Plain Village Services of 43% for the period 1 July 2017 to 30 June 2018 in accordance with Section 163 of the *Local Government Act 1989*. It is proposed to declare the special rate for the purpose Dinner Plain Village Services at a Special Council Meeting on 27 June 2017.

### **DECLARATION OF CONFLICT OF INTEREST**

Under Section 80C of the *Local Government Act 1989*, the following officers declare that they have no interests to disclose in providing this report.

- Chief Executive Officer
- Director Corporate
- Director Assets
- Manager Corporate
- Rates Coordinator

### **ATTACHMENT(S)**

8.3.4 Dinner Plain Special Rate Map



### **8.3.5 Contract CT17008 Collection, Transportation and Disposal of Waste from Myrtleford Transfer Station**

File Number: 1811.06 & CT 17008

#### **INTRODUCTION**

This report relates to the award of a contract for the collection, transportation and disposal of waste from Myrtleford Transfer Station. Council's approval is required due to the Chief Executive Officers' threshold of \$150,000 being exceeded.

*Cr Nicholas*

*Cr Pearce*

*That Council:*

- 1. Award Contract No. CT17008 to Ellwaste Waste and Recycling Services for the collection, transportation and disposal of waste from Myrtleford Transfer Station for an initial three year term (plus the option of three one year extensions). The cost of this tender for the first year (based on estimated waste volumes at a per tonne cost) is \$380,300 + GST.*

*Carried*

#### **BACKGROUND**

At a Special Council Meeting on 17 December 2015 Council determined to convert Myrtleford Landfill facility to a best practice waste transfer station and close the landfill operations according to EPA requirements. A tender has now been conducted for the collection transportation and disposal of ASC landfill material from Myrtleford to an alternate landfill site.

Through the tender process 7 submissions were received and these were evaluated in line with the criteria below.

#### **EVALUATION**

Submissions were evaluated according to the key selection criteria listed in the Invitation to Tender, these being:

- Price
- Qualifications and Previous Performance
- Delivery
- Social

Following an assessment process it has been determined that the tender from Ellwaste Waste and Recycling Services best met the selection criteria.



## **ISSUES**

Ellwaste Waste and Recycling Services is proposing to transport ASC landfill material from Myrtleford to a processing site in Patho Victoria. They are highly experienced in the industry, owning and operates a wide range of waste services, including kerbside, recycling facilities and waste transport and disposal. In evaluation Ellwaste Waste and Recycling Services submitted the best value proposition for ASC both from a costs perspective and a site operation procedures basis, being able to operate a system consistent with that proposed by Council.

## **POLICY IMPLICATIONS**

This process is in accordance with the Procurement Policy and the Purchasing and Contract Procedural Manual.

## **FINANCIAL AND RESOURCE IMPLICATIONS**

Services under this contract are estimated to cost in excess of \$0.4m per annum with the exact contract amount varying due to actual waste volume. The contract will contain a mechanism to apply a CPI adjustment annually on the anniversary of the contract up to the contract term for transportation and disposal charges. The applicable Landfill Levy is subject to movements in State Government pricing.

The financial impact of awarding this contract is to maintain service provision at current levels but adjusted to cater for future movements in CPI. The estimated contract value for 2017/2018 also includes the Landfill Levy at current rates. The draft budget for 2017/2018 has been prepared on the basis of this waste service being provided and will be adjusted annually in accordance with the relevant clause in the contract.

## **CONSULTATION**

The decision to convert Myrtleford Landfill facility to a best practice waste transfer station and close the landfill operations according to EPA requirements was subject to extensive consultation at the time with Councillors, the Landfill Operator, Sustainability Victoria, NEWRRG, EPA, Infrastructure Solutions and other regional landfill operators.

Reference was also made to the findings of the two FLOS reports commissioned by NEWRRG, as well as the State-wide Waste and Resource Recovery Infrastructure Plan (SWRRIP).

## **CONCLUSION**

Following a comprehensive assessment the tender from Ellwaste Waste and Recycling Services is deemed to present the best value for Council.



### **DECLARATION OF CONFLICT OF INTEREST**

Under Section 80C of the *Local Government Act 1989*, the following officers declare that they have no interests to disclose in providing this report.

- Chief Executive Officer
- Director Corporate
- Manager Facilities

### **ATTACHMENT(S)**

- Nil



## 9 ASSEMBLY OF COUNCILLORS

### INTRODUCTION

Section 80A of the *Local Government Act 1989* requires a written record of Assemblies of Councillors to be reported at an ordinary meeting of the Council and to be incorporated in the minutes of the Council meeting.

*Cr Pearce*

*Cr Nicholas*

*That the summary of the Assemblies of Councillor for March 2017 be received.*

*Carried*

### BACKGROUND

The written records of the assemblies held during the previous month are summarised below. Detailed assembly records can be found in Attachment 9.0 to this report.

Date	Meeting
7 March	Briefing Session
21 March	Briefing Session

### ATTACHMENT(S)

9.0 Assemblies of Councillors – March 2017



## **10 GENERAL BUSINESS**

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

## **11 MOTIONS FOR WHICH NOTICE HAS PREVIOUSLY BEEN GIVEN**

Nil

## **12 RECEPTION AND READING OF PETITIONS**

Nil



### **13 DOCUMENTS FOR SEALING**

*Cr Pearce*

*Cr Nicholas*

*That the following documents be signed and sealed.*

- 1. Contract No CT1605002 in favour of North East Civil Construction for the Alpine Better Places: Porepunkah Landscape, civil and electrical works.*

*Carried*

There being no further business the Chairperson declared the meeting closed at 8.02 p.m

.....  
Chairperson



DRAFT

## Alpine Shire Council Road Management Plan 2017

Version: Draft v4.0  
Adopted:



Alpine Shire

## AMENDMENT UPDATE

Version Number	Date	Amendment Details	Council Adoption
1	2004	Original Alpine Shire Council Road Management Plan.	Dec 2004
2	2009	<ul style="list-style-type: none"> <li>Minor reduction of some inspection frequencies,</li> <li>Introduction of Limited Access Roads. Support for discretionary occasional maintenance on roads not included in Register of Public Roads.</li> </ul>	June 2009
3 (Draft)	April 2013	<ul style="list-style-type: none"> <li>Improved clarity between <i>Road Management Plan</i> and <i>Register of Public Roads</i>,</li> <li>Road maintenance standards included in the Road Management Plan to remove reliance on separate document,</li> <li>Clarity provided in relation to bridge inspection and maintenance standards,</li> <li>Inspection frequencies and maintenance response times revised with some minor increased standards of both.</li> <li>Pathways hierarchy reviewed.</li> </ul>	N/A
3	June 2013	<p>Proposed amendments in response to submissions received through public exhibition period:-</p> <ul style="list-style-type: none"> <li>Inspection frequency for Paths reviewed,</li> <li>Night Inspections for roads added,</li> <li>Pedestrian Bridge categories revised,</li> <li>Response times for Dinner Plain roads amended to recognise seasonal limitations of repair works,</li> <li>The "shared zone" role of Dinner Plain roads in catering for pedestrians recognised and "trip hazard" defect added,</li> <li>Existence of some Seasonal Roads within the Shire recognised.</li> </ul>	18 June 2013
4 (Draft)	April 2017	<ul style="list-style-type: none"> <li>Refined hierarchy definitions of the road classifications (Collector and Access roads)</li> <li>Amended maintenance inspection timetables</li> <li>Updated Register of Public Roads</li> <li>Preventative maintenance actions added (see appendix 2)</li> </ul>	N/A

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Comments or queries in relation to this Road Management Plan should be directed to:

[submissions@alpineshire.vic.gov.au](mailto:submissions@alpineshire.vic.gov.au)

Further information is also available on Alpine Shire Council's website: [www.alpineshire.vic.gov.au](http://www.alpineshire.vic.gov.au)

## EXECUTIVE SUMMARY

Under the *Road Management Act 2004*, Alpine Shire Council (Council) is the Coordinating Road Authority for municipal roads within Alpine Shire. Council manages municipal roads in accordance with its Road Management Plan (RMP).

The purpose of Council's RMP is to:

- Establish a management system for the road management functions of Council
- Set the relevant standard in relation to the discharge of duties in the performance of those road management functions.

The extent of the Council's responsibility for the roads listed on the Register of Municipal Public Roads may include such infrastructure as:

- Road shoulders
- Kerb and channel
- Pathways (footpaths/shared trails)
- Bridges
- Drainage (culverts, pit lids and open drains)
- Parking bays/car parks.

Under the *Road Management Act 2004*, Council has a statutory duty to inspect, maintain and repair its public roads and related infrastructure.

When an asset is inspected, it is assessed against intervention levels which determine whether no maintenance, programmed maintenance or temporary safety works are required and the associated response time.

The inspection frequencies, intervention levels and response times are outlined in this plan and need to be achievable and affordable when considered against the level of service required and the level of resources available.

Council currently maintains a road network of approximately 342km of sealed roads, 234km of unsealed (gravel) roads and 53km of shared path network. The sealed road network includes roads in Dinner Plain which are predominately constructed of concrete. All roads are given a classification of either Collector or Access roads according to their core function and location.

## 1. INTRODUCTION

### 1.1. PURPOSE OF THE PLAN

Under the *Road Management Act 2004*, Alpine Shire Council (Council) is the Coordinating Road Authority for municipal roads within Alpine Shire. Council manages municipal roads in accordance with its Road Management Plan (RMP).

The purpose of Council's RMP is to:

- establish a management system for the road management functions of Council
- set the relevant standard in relation to the discharge of duties in the performance of those road management functions.

### 1.2. KEY STAKEHOLDERS

When creating the RMP the following road infrastructure stakeholders have been considered:

- Residents and ratepayers
- Tourists and visitors
- Industrial, agricultural and forestry road users
- Emergency services
- Pedestrians, cyclists, motorists, heavy vehicle users, motorcycle riders, and other typical users of public roads
- Adjoining councils.

### 1.3. RESPONSIBILITIES OF COUNCIL

Council's RMP must be reasonable, and compliance with the RMP must be achievable. The legal test of 'reasonable' in this instance is whether the RMP is so unreasonable that no other road authority acting reasonably would adopt it (s.39(5) *Road Management Act 2004*). When creating the RMP, Council is entitled to take into account other factors such as available resources and competing priorities (s.84 & 85 of the *Wrongs Act (VIC) 1958*).

### 1.4. RESPONSIBILITIES OF ROAD USERS

The *Road Management Act 2004* confers specified rights on members of the public using public roads which are legally enforceable and imposes duties on members of the public using public highways which may be taken into account in any proceedings.

With regard to the travelling public on Council's municipal roads, under the *Road Safety Act 1986*, the "Obligations of road users" are as follows:

- A person who drives a motor vehicle on a highway must drive in a safe manner having regard to all the relevant factors including (without limiting the generality) the:
  - Physical characteristics of the road
  - Prevailing weather conditions
  - Level of visibility
  - Condition of motor vehicle
  - Prevailing traffic conditions
  - Relevant road laws and advisory signs
  - Physical and mental condition of the driver.
- A road user other than a person driving a motor vehicle must use a highway in a safe manner having regard to all the relevant factors. A road user must:
  - have regard to the rights of other road users and avoid any conduct that may endanger their safety or welfare
  - have regard to the rights of the community and infrastructure managers in relation to road infrastructure and non-road infrastructure on the road reserve and take reasonable care to avoid any conduct that may damage road infrastructure and non-road infrastructure on the road reserve
  - have regard to the rights of the community in relation to the road reserve and take reasonable care to avoid conduct that may harm the environment of the road reserve.

This RMP document summarises the intended duty of care by Council to manage and maintain the municipal road network as well as highlighting the duty of care to be taken by the community as users of the municipal road network.

## 2. ROAD ASSETS - DESCRIPTION

### 2.1. REGISTER OF PUBLIC ROADS

Council's Register of Public Roads provides details of each of the public roads that the Council is responsible for. These details include:

- Road name and locality
- Date on which the road became a public road (if declared after 1<sup>st</sup> July 2004)
- Road classification (see Section 2.4)
- Management arrangements with other road authorities (if applicable)

The term 'public road' (in the context of Council's Register of Public Roads) applies to municipal roads that are reasonably required for general public use as outlined by the *Road Management Act 2004*.

There are many roads that appear on title but which do not have physical roads constructed, or have poorly constructed roads. These roads, in many cases, will not be included on the register because they are not deemed generally required for public use. While such roads are available for use by the public, they are not "public roads" as defined by the *Road Management Act 2004* and hence, are not included in Council's Register of Public Roads. Refer to the description of Limited Access Roads in Section 2.4.1 for further details.

Council's Register of Public Roads is on display at Council's main office (2 Churchill Avenue, Bright) or can be downloaded from Council's website at: [www.alpineshire.vic.gov.au](http://www.alpineshire.vic.gov.au).

### 2.2. DESCRIPTION OF COUNCIL'S ROAD INFRASTRUCTURE

The maintenance and repair of the surface and pavement of all local roads in Council's Register of Public Roads is the responsibility of Council. Generally, arterial roads are the responsibility of VicRoads, and roads not located on a Road Reserve are the responsibility of Department of Environment, Land, Water and Planning (DELWP). Some of the detail around the limits and responsibilities is explained in Section 2.3.

Council's responsibility also extends to related asset infrastructure such as:

- Road shoulders
- Kerb and channel
- Pathways (footpaths/shared trails)
- Bridges
- Drainage (culverts, pit lids and open drains)
- Parking bays/car parks

## 2.3. DEMARCATION

### 2.3.1. Roads

VicRoads is the Coordinating Authority for the following roads within Alpine Shire:

- Great Alpine Road
- Kiewa Valley Highway
- Tawonga Gap Road
- Mount Buffalo Road
- Buffalo River Road (from Great Alpine Road to Lake Buffalo dam wall)
- Happy Valley Road
- Running Creek Road
- Myrtleford-Yackandandah Road
- Dederang Road
- Bogong High Plains Road (from Mount Beauty to Rocky Valley Dam)
- Snow Road (formerly Glenrowan-Myrtleford Road).

These roads are not included in Council's Register of Public Roads. However, Council does maintain a number of infrastructure assets such as footpaths, footbridges and drainage within the reserves of some of these roads. The guidelines for determining responsibility between coordinating road authorities are outlined in the Road Management Act 2004 Code of Practice Operational Responsibility for Public Roads (Code of Practice).

As a guide, the Code of Practice specifies that on an arterial road:

- In an urban area (defined loosely as within the 60km/h zone), VicRoads is responsible for the maintenance and management of road infrastructure associated with the function of through traffic (i.e. road carriageway, kerb and channel / open drains, traffic signs etc.).
- In a rural area (outside the urban area), VicRoads is responsible for all assets contained within the road reserve, unless it is otherwise agreed with the respective municipality.

Other coordinating authorities that manage roads that interface with roads listed in Council's Register of Public Roads include:

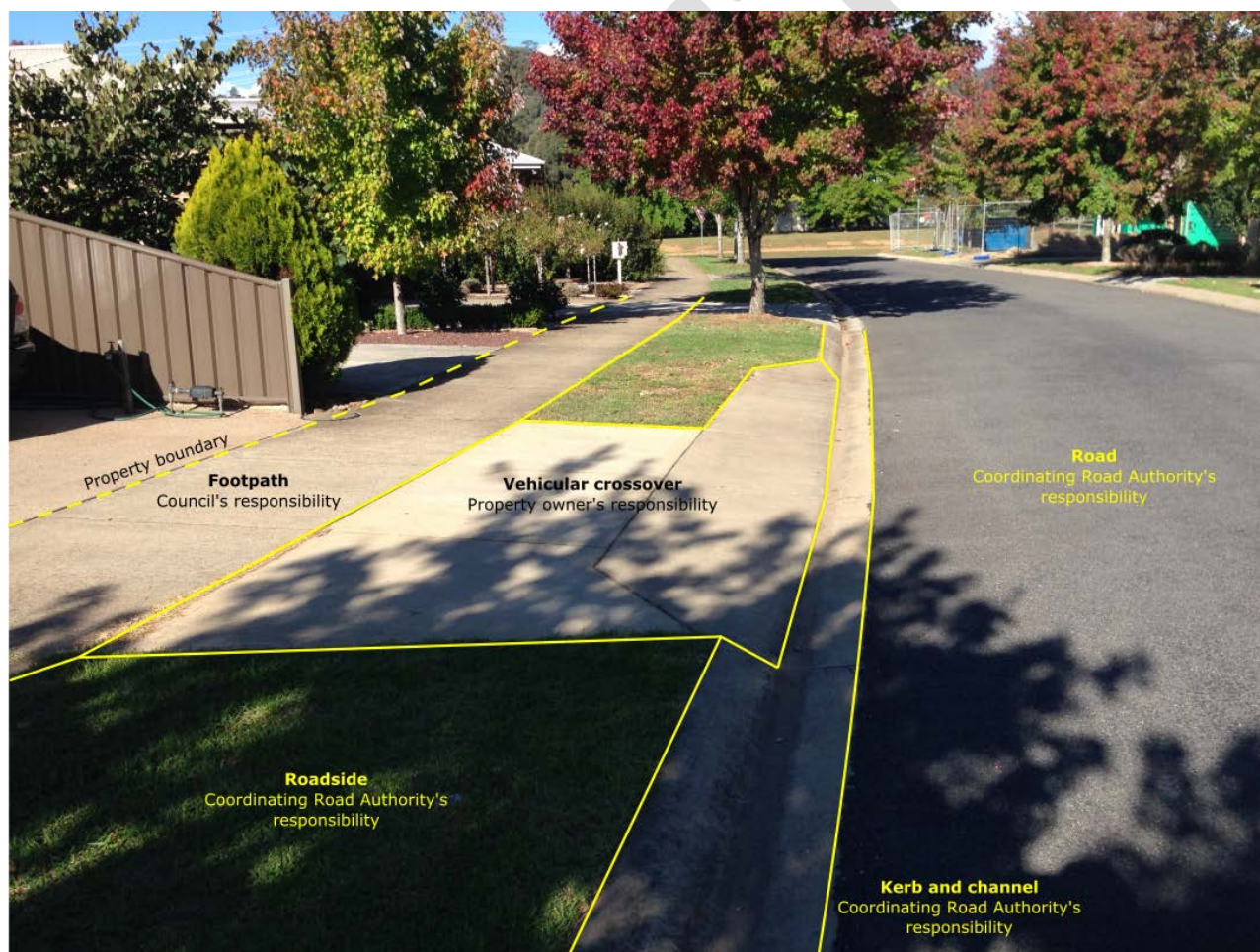
- DELWP
- Body corporates (common property roads)
- Private roads
- Adjoining councils.



### 2.3.2. Footpaths and vehicle crossovers

A vehicle crossover refers to the crossing which provides vehicular access from the road to the property boundary. Vehicle crossovers are considered private property, and therefore Council does not inspect or maintain vehicle crossovers. Any damage to a vehicle crossover is the responsibility of the property owner. Any section of the vehicle crossover that is used by the general public as a footpath is the responsibility of Council.

This section of footpath is subject to the same inspection and maintenance standards applied to the wider public footpath network. The following diagram illustrates the demarcation of responsibilities in a typical vehicle crossover situation:



## 2.4. CLASSIFICATIONS

Road infrastructure assets are classified into a hierarchy. This hierarchy is used to determine inspection frequencies and response times for any defects found or preventative maintenance requirements.

### 2.4.1. Road Hierarchy

Roads included in Council's Register of Public Roads are divided into the following classifications:

- **Collector Roads** provide a route through or between residential, industrial, agricultural, tourist and forest traffic nodes and generally connect to the Arterial network at one or both ends. These roads will typically carry a significant percentage of traffic of a type not associated with properties on that road, for example, tourist traffic in a residential zone or logging traffic in a farming zone. Collector roads are further divided into the following types:
  - Sealed
  - Unsealed
  - Concrete.
- **Access Roads** primarily provide direct access for abutting residential, industrial, commercial, forestry and agricultural properties. These roads will predominately carry traffic of a type associated with properties on that road, for example, residential traffic in a residential area or industrial traffic in an industrial area. Access roads are further divided into the following types:
  - Sealed
  - Unsealed
  - Concrete.
- **Limited Access Roads** primarily provide access for emergency vehicles and occasional non-residential property access. These roads are deemed not reasonably required for general public use. Where these roads provide access to property, they may be eligible for occasional, minimum maintenance (on request) to allow safer access to properties. These roads are not subject to routine inspections. Inspections and any subsequent maintenance on these roads is only in response to requests from the public and at Council's discretion, taking into account the use of the road, any perceived safety issues, available resources and other competing priorities.

### 2.4.2. Bridge Hierarchy

Bridges are divided into the following classifications:

- **Road bridges** are those bridges associated with roads detailed in Council's Register of Public Roads. Road bridges can be further divided into the following types:
  - Bridges on collector roads
  - Bridges on access roads.
- **Pathway bridges** are those bridges associated with footpaths and shared trails. Pathway bridges can be further divided into the following types:
  - High maintenance bridges (for example, cable suspension bridges)
  - Normal maintenance bridges.

### 2.4.3. Pathway Hierarchy

Pathways are defined as pedestrian (and/or bicycle) infrastructure that is constructed of mainly imported materials.

Pathways are divided into the following classifications:

- **High use footpaths** are pathways located within high activity areas such as township shopping areas and areas of higher risk such as near hospitals and senior citizen centres
- **Normal use footpaths** are pathways that are not deemed high use
- **Shared trails** are pathways that are commonly used by a combination of foot and bicycle traffic.

### 3. INSPECTIONS & MAINTENANCE

#### 3.1. MAINTENANCE CONSIDERATIONS

Under the *Road Management Act 2004*, Council has a statutory duty to inspect, maintain and repair its public roads and related infrastructure. Inspection frequencies, maintenance standards and response times for all road assets have been developed based on the classifications outlined in Section 2.4.

Where a major defect poses a high risk to public safety, temporary repairs are undertaken within 24 hours and repairs are completed within 7 days, regardless of the classification or asset type.

There are recognised impediments that may impact on Council's ability to deliver on its stated inspection frequencies, maintenance standards and/or response times:

- Potential for snow cover - roads affected include:
  - All Dinner Plain roads
  - Bogong High Plains Road (past the dam wall)
  - Dargo High Plains Road
- Seasonal road closures - roads affected include:
  - Bogong High Plains Road (past the dam wall)
  - Dargo High Plains Road
- Exceptional circumstances - Council will make every effort to meet its commitments under its RMP. However, there may be situations or circumstances that affect council's business activities to the extent that it cannot deliver on the service levels of the RMP. These include but are not limited to natural disasters, such as fires, floods, or storm; or, a prolonged labour or resource shortage, due to a need to commit or redeploy Council staff and/or equipment elsewhere. In the event that the Chief Executive Officer (CEO) of Council has considered the impact of such an event on the limited financial resources of Council and its other conflicting priorities, and determined that the RMP cannot be met, then pursuant to Section 83 of the Wrongs Act, the CEO will write to Council's officer in charge of its plan and inform them that some, or all, of the timeframes and responses in Council's RMP are to be suspended. Once the scope of the event/s have been determined, and the resources committed to the event response have been identified, then there will be an ongoing consultation between Council's CEO and Council's officer responsible for the RMP, to determine which parts of Council's plan are to be reactivated and when. Council statements to residents about the suspension or reduction of the services under the RMP will include reference to how the work that will be done has been prioritised, and the period for which it is likely to be affected.

## 3.2. MAINTENANCE PROCESS

### 3.2.1. Inspection Timetables

Inspections aim to find defects or preventative maintenance requirements before they become dangerous to the public or detrimental to the condition of the asset. Defects or preventative maintenance requirements can also be brought to Council's attention by members of the public. Inspections are undertaken based on geographic regions (Lower Ovens, Upper Ovens, Kiewa Valley and Dinner Plain). See Appendix 1 for a map of these regions.

Alpine Shire undertakes three types of inspections:

1. **Programmed maintenance inspections** are undertaken on a set schedule to ensure compliance with intervention levels set out in Appendix 2. Response times to respond to an issue or to effect repairs are measured from the time that the defect or hazard is recorded.
2. **Reactive maintenance inspections** are undertaken in response to notification or information being received about a potential hazard or request for maintenance. These inspections focus on the potential hazard or particular location identified in the notification to Council, not the asset, to determine compliance with intervention levels set out in Appendix 2. Response times to attend to the hazard or to effect repairs are measured from the time that the defect or hazard is confirmed. Inspections for reactive maintenance are undertaken as soon as possible after a report is received depending on the assessed level of risk, but not exceeding 4 weeks.
3. **Condition assessments** are longer term periodic inspection designed to assess the life cycle condition of assets to help plan for asset renewal or replacement. This assessment does not consider maintenance defects or compliance with the intervention levels in Appendix 2.

Table 1: Road planned maintenance inspection timetable

Inspection Region	Summer (Collector)	Autumn (Collector / Access)	Winter (Collector)	Winter (night inspections)	Spring (Collector / access)
Upper Ovens	December	March	June	July	September
Dinner Plain	-	March	-	July	September
Lower Ovens	January	April	July	July	October
Kiewa Valley	February	May	August	July	November

Notes:

- o Road inspections are undertaken by geographical region
- o A night inspection (to ensure the reflectiveness and effectiveness of signs and guideposts) is undertaken once a year over the entire road network. This is undertaken in winter due to it being dark earlier.

Table 2: Bridge programmed maintenance inspection timetable

Inspection Region	Summer (All)	Winter (high maintenance pathway bridges)
Upper Ovens	January	July
Dinner Plain	January	July
Lower Ovens	January	July
Kiewa Valley	January	July

Notes:

- o All bridges are inspected in summer to take advantage of lower water levels
- o Pathway bridges deemed to be high maintenance (such as cable suspension bridges) are inspected twice per year as per the table above.

Table 3: Pathway programed maintenance inspection timetable

Inspection Region	Autumn (High use)	Spring (All)
Upper Ovens	March	November
Dinner Plain	March	November
Lower Ovens	March	November
Kiewa Valley	March	November

### 3.2.2. Intervention Levels & Response Times

When an asset is inspected, it is assessed against intervention levels which determine whether programmed maintenance or temporary repairs are required and the associated response time.

Intervention levels are set out in Appendix 2. Response times are detailed in Table 4.

Table 4: Road defect response times

Response Level	Type	Road Classification	Response Time (weeks)
Normal	Sealed	Arterial	8
Normal	Sealed	Collector	8
Normal	Unsealed	Collector	8
Normal	Concrete	Collector	26
Normal	Sealed	Access	16
Normal	Unsealed	Access	16
Normal	Concrete	Access	26
Urgent	N/A	N/A	1

## Notes:

- o A response level of Normal is associated with a defect that does not pose a high risk to public safety. The majority of defects found will be of this nature.
- o A response level of Urgent is associated with a defect that poses a high risk to public safety. A very small minority of defects found will be of this nature. These defects have temporary repairs undertaken within 24 hours and are actioned within 1 week of being found, regardless of type or road classification.
- o While Arterial roads do not appear on Council's Register of Public Roads (as they are managed by VicRoads), Council does maintain areas of seal associated with these roads (such as parking bays).

Table 5: Bridge defect response times

Response Level	Type	Road Classification	Response Time (weeks)
Normal	Road bridge	Collector	8
Normal	Road bridge	Access	16
Normal	Pathway bridge	High maintenance	16
Normal	Pathway bridge	Normal	16
Urgent	N/A	N/A	1

## Notes:

- o A response level of Normal is associated with a defect that does not pose a high risk to public safety. The majority of defects found will be of this nature.
- o A response level of Urgent is associated with a defect that poses a high risk to public safety. A very small minority of defects found will be of this nature. These defects have temporary repairs undertaken within 24 hours and are actioned within 1 week of being found, regardless of type or bridge classification.

Table 6: Pathway defect response times

Response Level	Type	Pathway Classification	Response Time (weeks)
Normal	N/A	High use	4
Normal	N/A	Normal	26
Normal	N/A	Shared trail	26
Urgent	N/A	Any	24hrs

## Notes:

- o A response level of Normal is associated with a defect that does not pose a high risk to public safety. The majority of defects found will be of this nature.
- o A response level of Urgent is associated with a defect that poses a high risk to public safety. A very small minority of defects found will be of this nature. These defects have temporary repairs undertaken within 24 hours and are actioned within 1 week of being found, regardless of type or pathway classification.



The map displays the following regions and their constituent towns:

- Lower Ovens (Yellow):** Gapsted, Barwidgee, Mudgegonga, Merriang, Myrtleford, Rosewhite, Merriang South, Ovens, Havilah, Eurobin, Buffalo River, Nug Nug, Mount Buffalo, Dandongadale, Abbeyard, Wonnangatta.
- Upper Ovens (Teal):** Porepunkah, Bright, Wandiligong, Smoko, Harrierville, Selwyn, Hotham Heights, Dargo, Cobungra.
- Kiewa Valley (Orange):** Glen Creek, Gundowring, Dederang, Upper Gundowring, Running Creek, Mongans Bridge, Kancoona, Coral Bank, Tawonga, Mount Beauty, Bogong, Falls Creek.
- Dinner Plain (Purple):** (A small region on the eastern border).

Road inspection region	Summer (collector)	Autumn (access/collector)	Winter (collector)	Winter (night inspection)	Spring (access/collector)
Upper Ovens	December	March	June	July	September
Dinner Plain	-	March	-	July	September
Lower Ovens	January	April	July	July	October
Kiewa Valley	February	May	August	July	November

## APPENDIX 2 – DEFECT INTERVENTION LEVELS

Defects identified above intervention levels have temporary repairs undertaken within 24 hours and are actioned within 7 days. Any imperfections identified, which are under intervention levels are accepted as reasonable for the continued function of the asset may be recorded during an inspection and included in future preventative maintenance works programs.

### Road Defects

When defects are found during an inspection, the following corrective actions are recorded:

Action required	Intervention level
Repair pothole	75mm ≤ depth < 100mm, diameter >300mm
Repair edge break	75mm ≤ depth < 100mm, for >2m length
Renew guidepost	Impaired function
Clean culvert	Impaired function
Clear table drain	Impaired function
Clear vegetation	Obstructs or restricts visibility of road signs, 4.5m clearance over traffic lanes
Digout sealed pavement	100mm ≤ depth < 150mm, over 20m length
Digout unsealed pavement	100mm ≤ depth < 150mm, over 20m length
Grade road	100mm ≤ depth < 150mm, over 20m length (or) >20 potholes over 100m (at intervention level) (or) crossfall <.5% over 100m (any direction)
Install culvert	Impaired function
Install sign	Impaired function
Regulate sealed pavement	100mm ≤ depth < 150mm, over 20m length
Regulate unsealed pavement	100mm ≤ depth < 150mm, over 20m length
Renew culvert	Impaired function
Renew linemarking	Impaired function
Renew linemarking - crossing	Impaired function
Renew linemarking - dashed centre	Impaired function
Renew linemarking - double centre	Impaired function
Renew linemarking - hatching	Impaired function
Renew linemarking - parking bays	Impaired function
Renew linemarking - single centre	Impaired function
Renew linemarking - solid edge	Impaired function
Renew linemarking - statutory control	Impaired function

Action required	Intervention level
Renew pit lid	75mm ≤ depth < 100mm, diameter >300mm
Renew reflective markers	Impaired function
Renew sign	Impaired function
Repair guardrail	Impaired function
Repair seal cracking	10mm ≤ width < 25mm width over 10m length
Repair sign	Impaired function
Sweep road	Leaves impairing free drainage of road surface, causing 25mm ≤ depth < 75mm of standing water >10m <sup>2</sup> total

### Bridge Defects

When defects are found during an inspection, the following corrective actions are recorded:

Component	Action Required	Intervention Level
Guardrail (approaches)	Renew	Impaired function
Guardrail (approaches)	Install	Impaired function
Guardrail (approaches)	Repair timber component	Impaired function
Guardrail (approaches)	Repair concrete component	Impaired function – reinforcement visible
Guardrail (approaches)	Repair steel component	Impaired function – deformation of structural component
Guardrail (approaches)	Maintain drainage	Impaired function
Guardrail (approaches)	Tighten fixings	Impaired function
Guardrail (approaches)	Repair fraying	Impaired function
Guardrail (approaches)	Paint component	Impaired function
Guardrail (approaches)	Repair concrete component	Impaired function – reinforcement visible
Guardrail (approaches)	Clear vegetation	Impaired function
Guardrail (approaches)	Repair timber component	Impaired function – deterioration or damage to structural component
Guardrail (approaches)	Repair steel component	Impaired function – deformation of structural component
Guardrail (approaches)	Repair concrete component	Impaired function – reinforcement visible
Guardrail (approaches)	Tighten cabling	Impaired function
Guardrail (bridge)	Renew	Impaired function
Guardrail (bridge)	Install	Impaired function
Guardrail (bridge)	Clean	Impaired function
Guardrail (bridge)	Repair timber component	Impaired function – deterioration or damage to structural component
Guardrail (bridge)	Repair concrete component	Impaired function – reinforcement visible
Guardrail (bridge)	Repair steel component	Impaired function – deformation of structural component
Guardrail (bridge)	Tighten fixings	Impaired function

Component	Action Required	Intervention Level
Guardrail (bridge)	Repair fraying	Impaired function
Guardrail (bridge)	Paint component	Impaired function
Approaches	Clean	Debris impairing free drainage of road surface, causing >20<50mm depth of standing water >10m <sup>2</sup>
Approaches	Repair timber component	Impaired function – deterioration or damage to structural component
Approaches	Repair concrete component	Impaired function – reinforcement visible
Approaches	Repair steel component	Impaired function – deformation of structural component
Approaches	Maintain drainage	Impaired function
Approaches	Tighten fixings	Impaired function
Approaches	Repair concrete component	Impaired function – reinforcement visible
Approaches	Repair timber component	Impaired function – deterioration or damage to structural component
Approaches	Repair steel component	Impaired function – deformation of structural component
Approaches	Repair concrete component	Impaired function – reinforcement visible
Approaches	Regulate sealed pavement	100mm ≤ depth < 150mm, over 20m length
Approaches	Regulate unsealed pavement	100mm ≤ depth < 150mm, over 20m length
Bridge / Road Interface	Repair pothole	75mm ≤ depth < 100mm, diameter >300mm
Deck	Clean	Loose debris impairing free drainage of road surface, 25mm ≤ depth < 75mm over 2m <sup>2</sup>
Deck	Repair timber component	Impaired function – deterioration or damage to structural component
Deck	Repair concrete component	Impaired function – reinforcement visible
Deck	Repair steel component	Impaired function – deformation of structural component
Deck	Maintain drainage	debris impairing free drainage of road surface, causing 25mm ≤ depth < 75mm of standing water >10m <sup>2</sup> total
Deck	Tighten fixings	Impaired function
Deck	Repair concrete component	Impaired function – reinforcement visible
Deck	Repair timber component	Impaired function – deterioration or damage to structural component
Deck	Repair steel component	Impaired function – deformation of structural component
Deck	Repair concrete component	Impaired function – reinforcement visible
Deck	Tighten cabling	Impaired function

Component	Action Required	Intervention Level
Deck	Sweep	Loose debris impairing free drainage of road surface, $25\text{mm} \leq \text{depth} < 75\text{mm}$ over $2\text{m}^2$
Beams	Clean	Preventative Maintenance
Beams	Repair timber component	Impaired function – deterioration or damage to structural component
Beams	Repair concrete component	Impaired function – reinforcement visible
Beams	Repair steel component	Impaired function – deformation of structural component
Beams	Tighten fixings	Impaired function
Beams	Paint component	Preventative Maintenance
Stringers	Clean	Preventative Maintenance
Stringers	Repair timber component	Impaired function – deterioration or damage to structural component
Stringers	Repair concrete component	Impaired function – reinforcement visible
Stringers	Repair steel component	Impaired function – deformation of structural component
Stringers	Tighten fixings	Impaired function
Stringers	Repair fraying	Impaired function
Stringers	Paint component	Preventative Maintenance
Stringers	Tighten cabling	Impaired function
Crossheads	Clean	Preventative Maintenance
Crossheads	Repair timber component	Impaired function – deterioration or damage to structural component
Crossheads	Repair concrete component	Impaired function – reinforcement visible
Crossheads	Repair steel component	Impaired function – deformation of structural component
Crossheads	Tighten fixings	Impaired function
Crossheads	Paint component	Preventative Maintenance
Piers	Clean	Preventative Maintenance
Piers	Repair timber component	Impaired function – deterioration or damage to structural component
Piers	Repair concrete component	Impaired function – reinforcement visible
Piers	Repair steel component	Impaired function – deformation of structural component
Piers	Tighten fixings	Impaired function
Piers	Renew scour protection	Preventative Maintenance
Abutments	Clean	Preventative Maintenance
Abutments	Repair timber component	Impaired function – deterioration or damage to structural component
Abutments	Repair concrete component	Impaired function – reinforcement visible

Component	Action Required	Intervention Level
Abutments	Repair steel component	Impaired function – deformation of structural component
Abutments	Maintain drainage	debris impairing free drainage of road surface, causing $25\text{mm} \leq \text{depth} < 75\text{mm}$ of standing water $>10\text{m}^2$ total
Abutments	Tighten fixings	Impaired function
Abutments	Repair fraying	Impaired function
Abutments	Paint component	Preventative Maintenance
Abutments	Renew scour protection	Preventative Maintenance
Abutments	Tighten cabling	Impaired function
Watercourse	Renew beaching	Preventative Maintenance
Watercourse	Remove debris	Preventative Maintenance
Watercourse	Alterations required	Preventative Maintenance
Signs	Install	Impaired function
Signs	Renew	Impaired function
Signs	Tighten fixings	Impaired function
Signs	Clean	Impaired function
Signs	Replace	Impaired function

### Pathway Defects

When defects are found during an inspection, the following corrective actions are recorded:

Action Required	Intervention Level
Grind concrete path	$20\text{mm} \leq \text{lip or depression} < 30\text{mm}$ , (size of depression $<300\text{mm}$ )
Clear Council vegetation	Impaired function of footpath
Clear private vegetation	Impaired function of footpath
Regulate concrete path	$20\text{mm} \leq \text{lip or depression} < 30\text{mm}$ , (size of depression $<300\text{mm}$ ) or $100\text{mm} \leq \text{depression} < 150\text{mm}$ , over 1.5m length
Regulate sealed path	$20\text{mm} \leq \text{lip or depression} < 30\text{mm}$ , (size of depression $<300\text{mm}$ ) or $100\text{mm} \leq \text{depression} < 150\text{mm}$ , over 1.5m length
Regulate unsealed path	$20\text{mm} \leq \text{lip or depression} < 30\text{mm}$ , (size of depression $<300\text{mm}$ ) or $100\text{mm} \leq \text{depression} < 150\text{mm}$ , over 1.5m length
Remove obstruction	Impaired function of footpath
Remove tactile	Impaired function of footpath
Renew tactile	Preventative Maintenance
Repair concrete cracking	$20\text{mm} \leq \text{lip or depression} < 30\text{mm}$ , (size of depression $<300\text{mm}$ ) or $100\text{mm} \leq \text{depression} < 150\text{mm}$ , over 1.5m length
Repair concrete pothole	$20\text{mm} \leq \text{lip or depression} < 30\text{mm}$ , (size of depression $<300\text{mm}$ ) or $100\text{mm} \leq \text{depression} < 150\text{mm}$ , over 1.5m length
Repair kerb	$20\text{mm} \leq \text{lip or depression} < 30\text{mm}$ , (size of depression $<300\text{mm}$ ) or $100\text{mm} \leq \text{depression} < 150\text{mm}$ , over 1.5m length

Action Required	Intervention Level
Repair seal cracking	10mm ≤ width < 25mm width over 1.5m length
Repair seal pothole	20mm ≤ lip or depression < 30mm, (size of depression < 300mm) or 100mm ≤ depression < 150mm, over 1.5m length
Replace concrete section	Preventative Maintenance
Replace sealed section	Preventative Maintenance
Replace asphalt section	Preventative Maintenance
Sweep	debris impairing free drainage of path surface, causing 25mm ≤ depth < 75mm of standing water > 10m <sup>2</sup> total

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# Register of Public Roads

Alpine Shire Council's Register of Public Roads provides details of each of the public roads that the council is responsible for.

The term 'public road' (in the context of council's Register of Public Roads) applies to municipal roads that are

reasonably required for general public use as outlined by the Road Management Act 2004.

Last Updated: April 2017

## Register of Public Roads

	<b>Road name</b>	<b>Locality</b>	<b>Type</b>	<b>Class</b>	<b>Surface</b>	<b>Date proclaimed</b>
1	Acacia Court	Freeburgh	Road	Access	Sealed	01-01-2005
2	Albert Street	Myrtleford	Road	Access	Sealed	01-01-2005
3	Albert Street	Myrtleford	Road	Collector	Sealed	01-01-2005
4	Alexandra Court	Bright	Road	Access	Sealed	01-01-2005
5	Alice Street	Myrtleford	Road	Access	Sealed	01-01-2005
6	Allamar Court	Tawonga South	Road	Access	Sealed	01-01-2005
7	Alpine View Avenue	Bright	Road	Access	Sealed	01-01-2005



	<b>Road name</b>	<b>Locality</b>	<b>Type</b>	<b>Class</b>	<b>Surface</b>	<b>Date proclaimed</b>
8	Alrima Court	Bright	Road	Access	Sealed	01-01-2005
9	Anderson Street	Bright	Road	Collector	Sealed	01-01-2005
10	Anna Lane	Merriang	Road	Access	Sealed	01-01-2011
11	Antonio Close	Tawonga, Tawonga South	Road	Access	Sealed	01-01-2005
12	Apex Lane	Myrtleford	Road	Access	Sealed	01-01-2005
13	Armstrongs Road	Porepunkah	Road	Access	Sealed	01-01-2005
14	Arthur Street	Mount Beauty	Road	Access	Sealed	01-01-2005
15	Arundel Lane	Gundowring	Road	Access	Unsealed	01-01-2005
16	Ashdowne Avenue	Myrtleford	Road	Access	Sealed	01-01-2005
17	Ashwood Avenue	Bright	Road	Access	Sealed	01-01-2005
18	Attridges Lane	Harrietville	Road	Access	Sealed	01-01-2005
19	Back Creek Road	Buffalo River	Road	Access	Sealed	01-01-2005
20	Back Germantown Road	Bright	Road	Collector	Sealed	01-01-2005
21	Back Germantown Road	Bright	Road	Collector	Unsealed	01-01-2005
22	Back Porepunkah Road	Bright, Porepunkah	Road	Collector	Sealed	01-01-2005
23	Back Wandiligong Road	Bright	Road	Access	Unsealed	01-01-2005
24	Back Wandiligong Road	Bright, Wandiligong	Road	Access	Sealed	01-01-2005
25	Bailey Street	Porepunkah	Road	Access	Sealed	01-01-2005
26	Baker Street	Tawonga South	Road	Access	Sealed	01-01-2005
27	Bakers Gully Road	Bright	Parking Bay	Access	Sealed	01-01-2005
28	Bakers Gully Road	Bright	Road	Access	Sealed	01-01-2005

	<b>Road name</b>	<b>Locality</b>	<b>Type</b>	<b>Class</b>	<b>Surface</b>	<b>Date proclaimed</b>
29	Bakers Gully Road	Bright	Road	Access	Unsealed	01-01-2005
30	Banool Avenue	Myrtleford	Road	Access	Sealed	01-01-2005
31	Barberry Court	Bright	Road	Access	Sealed	01-01-2005
32	Barnard Street	Bright	Road	Collector	Sealed	01-01-2005
33	Baroni Lane	Porepunkah	Road	Access	Unsealed	01-01-2005
34	Barton Street	Myrtleford	Road	Access	Unsealed	01-01-2005
35	Barton Street	Myrtleford	Road	Access	Sealed	01-01-2005
36	Barwidgee Lane	Mudgegonga	Road	Access	Unsealed	01-01-2005
37	Basin Creek Road	Barwidgee	Road	Access	Unsealed	01-01-2005
38	Bay Creek Lane	Mongans Bridge	Road	Collector	Sealed	01-01-2005
39	Bay Creek Lane	Mongans Bridge	Road	Access	Sealed	01-01-2005
40	Bay Creek Lane	Mongans Bridge	Road	Access	Unsealed	01-01-2005
41	Beauty Avenue	Mount Beauty	Road	Access	Sealed	01-01-2005
42	Beers Lane	Wandiligong	Road	Access	Sealed	01-01-2005
43	Bells Gully Road	Wandiligong	Road	Access	Unsealed	01-01-2005
44	Bells Gully Road	Wandiligong	Road	Access	Sealed	01-01-2005
45	Bibby Lane	Harrietville, Smoko	Road	Access	Sealed	01-02-2008
46	Big Muster Drive	Dinner Plain	Road	Access	Concrete	01-01-2005
47	Big Muster Drive	Dinner Plain	Road	Access	Concrete	01-01-2007
48	Bird Avenue	Myrtleford	Road	Access	Sealed	01-01-2005
49	Blacks Flat Road	Mudgegonga	Road	Access	Unsealed	01-01-2005
50	Blacks Flat Road	Mudgegonga	Road	Access	Sealed	01-01-2005
51	Blacks Lane	Rosewhite	Road	Access	Unsealed	01-01-2005
52	Blackwood Bowl	Bright	Road	Access	Sealed	01-01-2005

	<b>Road name</b>	<b>Locality</b>	<b>Type</b>	<b>Class</b>	<b>Surface</b>	<b>Date proclaimed</b>
	Blewett Lane	Myrtleford	Road	Access	Sealed	01-01-2005
54	Blue Hills Rise	Bright	Road	Access	Sealed	01-06-2008
55	Bluegum Court	Bright	Road	Access	Sealed	01-01-2005
56	Boat Ramp Road	Mount Beauty	Road	Access	Sealed	01-01-2005
57	Bogong Avenue	Mount Beauty	Road	Access	Sealed	01-01-2005
58	Bogong High Plains Road	Mount Beauty	Service Road	Access	Sealed	01-01-2005
59	Bogong Lane	Dinner Plain	Road	Access	Concrete	01-01-2005
60	Bohuns Lane	Mongans Bridge	Road	Access	Sealed	01-01-2005
61	Bon Accord Track	Harrietville	Road	Access	Sealed	01-01-2005
62	Bottcher Lane	Myrtleford	Road	Access	Unsealed	01-01-2005
63	Bowditch Road	Kancoona	Road	Access	Unsealed	01-01-2005
64	Boyd Road	Kergunyah South	Road	Collector	Sealed	01-01-2005
65	Braeside Court	Tawonga South	Road	Access	Sealed	01-01-2005
66	Briggs Lane	Dederang, Myrtleford	Road	Access	Sealed	01-01-2005
67	Briggs Lane	Myrtleford	Road	Access	Unsealed	01-01-2005
68	Bright Community Centre Carpark	Bright	Carpark	Access	Concrete	
69	Bright Information Rotunda Carpark	Bright	Carpark	Access	Sealed	
70	Bright Library Carpark	Bright	Carpark	Access	Sealed	
71	Bright Senior Citizens Centre Carpark	Bright	Carpark	Access	Sealed	
72	Bright Sports Centre Carpark	Bright	Carpark	Access	Sealed	

	<b>Road name</b>	<b>Locality</b>	<b>Type</b>	<b>Class</b>	<b>Surface</b>	<b>Date proclaimed</b>
73	Brooks Street	Bright	Road	Access	Sealed	01-01-2005
74	Brown Road	Mudgegonga	Road	Access	Unsealed	01-01-2005
75	Brownes Lane	Rosewhite	Road	Access	Unsealed	01-01-2005
76	Brownes Lane	Rosewhite	Road	Access	Sealed	01-01-2005
77	Brumby Lane	Dinner Plain	Road	Access	Concrete	01-01-2005
78	Buckland Street	Tawonga South	Road	Access	Sealed	01-01-2005
79	Buckland Valley Road	Buckland	Road	Access	Sealed	01-01-2005
80	Buckland Valley Road	Buckland	Road	Access	Unsealed	01-01-2005
81	Buckland Valley Road	Buckland, Porepunkah	Road	Collector	Sealed	01-01-2005
82	Buffalo Creek Road	Myrtleford	Road	Access	Unsealed	01-01-2005
83	Buffalo Creek Road	Myrtleford, Merriang	Road	Access	Sealed	01-01-2005
84	Buffalo River Road	Merriang	Service Road	Access	Sealed	01-01-2005
85	Buffalo River Road	Myrtleford	Parking Bay	Arterial	Sealed	01-01-2005
86	Burke Street	Bright	Carpark	Access	Sealed	
87	Burke Street	Bright	Road	Access	Sealed	01-01-2005
88	Butler Court	Bright	Road	Access	Sealed	01-01-2005
89	Butterworths Lane	Mudgegonga	Road	Access	Unsealed	01-01-2005
90	Byers Lane	Rosewhite	Road	Access	Unsealed	01-01-2005
91	Caloutas Lane	Freeburgh	Road	Access	Unsealed	01-01-2005
92	Camp Street	Bright	Road	Collector	Sealed	01-01-2005
93	Camping Park	Harrietville	Road	Access	Sealed	01-01-2005

	<b>Road name</b>	<b>Locality</b>	<b>Type</b>	<b>Class</b>	<b>Surface</b>	<b>Date proclaimed</b>
	Road					
94	Canyon Lane	Bright	Road	Access	Sealed	01-01-2005
95	Canyon Lane	Bright	Road	Access	Unsealed	01-01-2005
96	Carcoola Avenue	Myrtleford	Road	Access	Sealed	01-01-2005
97	Carrolls Road	Mudgegonga, Rosewhite	Road	Collector	Sealed	01-01-2005
98	Carrolls Road North	Mudgegonga	Road	Access	Unsealed	01-01-2005
99	Carrolls Road North	Mudgegonga	Road	Access	Sealed	01-01-2005
100	Cartwrights Lane	Rosewhite	Road	Access	Unsealed	01-01-2005
101	Cattle Pen Drive	Dinner Plain	Road	Access	Concrete	01-01-2005
102	Cavedons Lane	Eurobin	Road	Access	Sealed	01-01-2005
103	Cavedons Lane	Eurobin	Road	Access	Sealed	01-01-2007
104	Cedar Lane	Bright	Road	Access	Sealed	01-01-2005
105	Cemetery Access Road	Barwidgee	Road	Access	Sealed	01-01-2005
106	Cemetery Lane	Harrietville	Road	Access	Sealed	01-01-2005
107	Cemetery Lane	Harrietville, Coral Bank	Road	Access	Unsealed	01-01-2005
108	Centenary Avenue	Wandiligong	Road	Access	Sealed	01-01-2005
109	Centenary Avenue	Wandiligong	Road	Collector	Sealed	01-01-2005
110	Chalet Road	Mount Beauty	Road	Access	Sealed	01-01-2005
111	Chamberlain Court	Tawonga South	Road	Access	Sealed	01-01-2005
112	Chambers Street	Myrtleford	Road	Access	Sealed	01-01-2005
113	Chandler Court	Porepunkah	Road	Access	Sealed	01-01-2005
114	Charles Street	Tawonga	Road	Access	Sealed	01-01-2005

	<b>Road name</b>	<b>Locality</b>	<b>Type</b>	<b>Class</b>	<b>Surface</b>	<b>Date proclaimed</b>
115	Charlie Miley Road	Harrietville	Road	Access	Unsealed	01-01-2005
116	Charlie Miley Road	Harrietville	Road	Access	Sealed	01-07-2005
117	Cherry Avenue	Bright	Road	Access	Sealed	01-01-2005
118	Cherry Lane	Bright	Road	Access	Sealed	01-01-2005
119	Church Street	Bright	Road	Access	Sealed	01-01-2005
120	Churchill Avenue	Bright	Road	Collector	Sealed	01-01-2005
121	Churchill Avenue Council Carpark	Bright	Carpark	Access	Sealed	
122	Cindy Court	Bright	Road	Access	Sealed	01-01-2005
123	Clancy Lane	Myrtleford	Road	Access	Sealed	01-01-2005
124	Claret Court	Bright	Road	Access	Sealed	01-01-2005
125	Clarkes Road	Wandiligong	Road	Access	Sealed	01-01-2005
126	Clemens Lane	Myrtleford	Road	Access	Sealed	01-01-2005
127	Clemens Lane	Myrtleford	Road	Access	Unsealed	01-01-2005
128	Clock Tower Roundabout	Bright	Road	Collector	Sealed	01-01-2005
129	Clover Rise	Tawonga South	Road	Access	Sealed	01-01-2012
130	Clyde Street	Myrtleford	Road	Collector	Sealed	01-01-2005
131	Cobden Street	Bright	Road	Collector	Sealed	01-01-2005
132	Cobden Street	Bright	Road	Access	Sealed	01-01-2005
133	Cobungra Court	Harrietville	Road	Access	Sealed	01-01-2005
134	Collins Lane	Myrtleford	Road	Access	Sealed	01-01-2005
135	Colonial Court	Bright	Road	Access	Sealed	01-01-2005
136	Conifer Street	Myrtleford	Road	Access	Sealed	01-01-2005
137	Conleys Lane	Harrietville	Road	Access	Sealed	01-01-2005

	<b>Road name</b>	<b>Locality</b>	<b>Type</b>	<b>Class</b>	<b>Surface</b>	<b>Date proclaimed</b>
138	Coosee Lane	Dinner Plain	Road	Access	Concrete	01-01-2005
139	Coolumbooka Avenue	Tawonga South	Road	Access	Sealed	01-01-2005
140	Cooper Street	Tawonga	Road	Access	Sealed	01-01-2005
141	Coral Bank Lane	Coral Bank	Road	Access	Sealed	01-01-2005
142	Coronation Avenue	Bright	Parking Bay	Collector	Sealed	01-01-2005
143	Coronation Avenue	Bright	Road	Collector	Sealed	01-01-2005
144	Coronation Avenue	Bright	Service Road	Access	Sealed	01-01-2005
145	Costantinos Lane	Tawonga, Coral Bank	Road	Access	Unsealed	01-01-2005
146	Cottrells Lane	Tawonga	Road	Access	Sealed	01-01-2005
147	Cottrells Lane	Tawonga	Road	Access	Unsealed	01-01-2005
148	Council Office Roundabout	Bright	Road	Access	Sealed	01-01-2005
149	Creek Road	Mudgegonga	Road	Access	Unsealed	01-01-2005
150	Crisp Hollow	Dinner Plain	Road	Access	Concrete	01-01-2005
151	Crosthwaite Lane	Kergunyah South	Road	Access	Unsealed	01-01-2005
152	Crystal Brook Avenue	Porepunkah	Road	Access	Sealed	01-01-2005
153	Cuff 'n Collar Lane	Dinner Plain	Road	Access	Concrete	01-01-2005
154	Cuthbert Street	Tawonga	Road	Access	Sealed	01-01-2005
155	Dallas Court	Bright	Road	Access	Sealed	01-01-2005
156	Damms Court	Tawonga South	Road	Access	Sealed	01-01-2005
157	Damms Road	Tawonga, Mount Beauty	Road	Collector	Sealed	01-01-2005

	<b>Road name</b>	<b>Locality</b>	<b>Type</b>	<b>Class</b>	<b>Surface</b>	<b>Date proclaimed</b>
158	Danica Court	Bright	Road	Access	Sealed	01-01-2005
159	Dawsons Lane	Eurobin	Road	Access	Unsealed	01-01-2005
160	De Piazzas Lane	Mudgegonga	Road	Access	Unsealed	01-01-2005
161	Deacon Avenue	Bright	Road	Access	Sealed	01-01-2005
162	Deans Lane	Buckland	Road	Access	Unsealed	01-01-2005
163	Dederang Road	Tawonga South	Road	Access	Sealed	01-01-2007
164	Dederang-Kiewa Valley Link Road	Dederang	Road	Access	Sealed	01-01-2007
165	Delany Avenue	Bright	Parking Bay	Arterial	Sealed	01-01-2005
166	Devils Creek Road	Buckland	Road	Access	Unsealed	01-01-2005
167	Dibbin Lane	Freeburgh	Road	Access	Unsealed	01-01-2005
168	Diggings Road	Tawonga	Road	Access	Sealed	01-01-2005
169	Disher Avenue	Myrtleford	Road	Access	Sealed	01-01-2005
170	Dredge Hole Lane	Harrietville	Road	Access	Unsealed	01-01-2005
171	Dredge Hole Lane	Harrietville	Road	Access	Sealed	01-01-2005
172	Drovers Lane	Dinner Plain	Road	Access	Concrete	01-01-2005
173	Drummond Street	Tawonga	Road	Access	Sealed	01-01-2005
174	Dry Bone Lane	Dinner Plain	Road	Access	Concrete	01-01-2005
175	Duke Street	Myrtleford	Parking Bay	Access	Unsealed	01-01-2005
176	Duke Street	Myrtleford	Road	Access	Sealed	01-01-2005
177	Dunstan Track	Bright	Road	Access	Sealed	01-01-2005
178	Dunstan Track	Bright	Road	Access	Unsealed	01-01-2005
179	Egglestons Lane	Buckland	Road	Access	Unsealed	01-01-2005
180	Egglestons Lane	Buckland	Road	Access	Sealed	01-01-2005



	<b>Road name</b>	<b>Locality</b>	<b>Type</b>	<b>Class</b>	<b>Surface</b>	<b>Date proclaimed</b>
181	Elgin Street	Myrtleford	Road	Access	Sealed	01-01-2005
182	Elgin Street	Myrtleford	Road	Collector	Sealed	01-01-2005
183	Eliza Way	Myrtleford	Road	Access	Sealed	01-01-2005
184	Elm Court	Bright	Parking Bay	Access	Sealed	01-01-2005
185	Elm Court	Bright	Road	Access	Sealed	01-01-2005
186	Embankment Drive	Mount Beauty	Road	Collector	Sealed	01-01-2005
187	Eumerella Drive	Buffalo River	Road	Access	Sealed	01-01-2005
188	Ewart Lane	Myrtleford	Road	Access	Sealed	01-01-2005
189	Faheys Lane	Kancoona, Running Creek	Road	Access	Unsealed	01-01-2005
190	Fairway Avenue	Mount Beauty	Road	Access	Sealed	01-01-2005
191	Fareilly Lane	Porepunkah	Road	Access	Unsealed	01-01-2005
192	Farrington Lane	Freeburgh	Road	Access	Sealed	01-07-2012
193	Fearns Lane	Myrtleford	Road	Access	Unsealed	01-01-2005
194	Feathertop Lane	Harrietville	Road	Access	Sealed	01-01-2005
195	Feathertop Street	Tawonga South	Road	Access	Sealed	01-01-2005
196	Feathertop Track	Harrietville	Road	Access	Unsealed	01-01-2005
197	Feathertop Track	Harrietville	Road	Access	Sealed	01-01-2005
198	Fernydale Lane	Ovens	Road	Access	Sealed	01-01-2005
199	Fernydale Lane	Ovens	Road	Access	Unsealed	01-01-2005
200	Fibbiales Road	Myrtleford	Road	Access	Unsealed	01-01-2005
201	Fiddleback Drive	Tawonga South	Road	Access	Sealed	01-01-2005
202	Fieldings Road	Tawonga	Road	Access	Sealed	01-01-2005
203	Fieldings Road	Tawonga	Road	Access	Unsealed	01-01-2005

	<b>Road name</b>	<b>Locality</b>	<b>Type</b>	<b>Class</b>	<b>Surface</b>	<b>Date proclaimed</b>
204	Fingerboard Hill	Merriang	Road	Access	Sealed	01-01-2005
205	Flemings Lane	Eurobin	Road	Access	Sealed	01-01-2005
206	Forest Lane	Barwidgee, Myrtleford	Road	Access	Sealed	01-01-2005
207	Forest Lane	Myrtleford	Road	Access	Unsealed	01-01-2005
208	Francis Street	Porepunkah	Road	Access	Sealed	01-01-2005
209	Frasers Lane	Bright	Road	Access	Sealed	01-01-2005
210	Frasers Lane	Bright	Road	Access	Unsealed	01-01-2005
211	Fredas Lane	Tawonga	Road	Access	Unsealed	01-01-2005
212	Freeburgh Avenue	Mount Beauty	Road	Access	Sealed	01-01-2005
213	Gavan Street	Bright	Parking Bay	Access	Sealed	01-01-2005
214	Geebung Road	Dinner Plain	Road	Access	Concrete	01-01-2005
215	Gentile Lane	Coral Bank	Road	Access	Unsealed	01-01-2005
216	Geoffrey Street	Myrtleford	Road	Access	Sealed	01-01-2005
217	Georgian Court	Bright	Road	Access	Sealed	01-01-2005
218	Gerratys Lane	Myrtleford	Road	Access	Sealed	01-01-2005
219	Gilberts Lane	Rosewhite	Road	Access	Unsealed	01-01-2005
220	Gillards Lane	Wandiligong	Road	Access	Sealed	01-01-2005
221	Glanford Road	Buffalo River	Road	Access	Unsealed	01-01-2005
222	Gledhills Lane	Bright	Road	Access	Sealed	01-01-2005
223	Gledhills Lane	Bright	Road	Access	Unsealed	01-01-2005
224	Glenbourn Drive	Tawonga South	Road	Access	Sealed	01-01-2005
225	Goldies Spur Road	Buckland	Road	Access	Sealed	01-01-2005
226	Goldies Spur Road	Buckland	Road	Access	Unsealed	01-01-2005

	<b>Road name</b>	<b>Locality</b>	<b>Type</b>	<b>Class</b>	<b>Surface</b>	<b>Date proclaimed</b>
227	Goonan Lane	Dederang	Road	Access	Unsealed	01-01-2005
228	Gould Court	Tawonga	Road	Access	Sealed	01-01-2005
229	Grange Road	Porepunkah	Road	Access	Sealed	01-01-2005
230	Grange Road	Porepunkah	Road	Access	Unsealed	01-01-2005
231	Great Alpine Road	Harrietville	Parking Bay	Access	Sealed	01-01-2005
232	Great Alpine Road	Harrietville	Service Road	Access	Sealed	01-01-2005
233	Green Lane	Dederang	Road	Access	Unsealed	01-01-2005
234	Greens Lane	Myrtleford	Road	Access	Sealed	01-01-2005
235	Grenvilles Road	Wandiligong	Road	Access	Sealed	01-01-2005
236	Growlers Creek Road	Wandiligong	Road	Access	Unsealed	01-01-2005
237	Growlers Creek Road	Wandiligong	Road	Access	Sealed	01-01-2005
238	Gundowring Road	Gundowring	Road	Collector	Sealed	01-01-2007
239	Gundowring Road	Gundowring, Upper Gundowring	Road	Collector	Sealed	01-01-2005
240	Guy Court	Tawonga South	Road	Access	Sealed	01-01-2005
241	Halinka Court	Bright	Road	Access	Sealed	01-01-2005
242	Halls Road	Myrtleford	Road	Access	Sealed	01-01-2005
243	Halter Lane	Dinner Plain	Parking Bay	Access	Concrete	01-01-2005
244	Halter Lane	Dinner Plain	Road	Access	Concrete	01-01-2005
245	Hampton Court	Bright	Road	Access	Sealed	01-01-2005
246	Hardys Lane	Mudgegonga	Road	Access	Unsealed	01-01-2005
247	Hargreaves Road	Bright	Road	Access	Sealed	01-01-2005

	<b>Road name</b>	<b>Locality</b>	<b>Type</b>	<b>Class</b>	<b>Surface</b>	<b>Date proclaimed</b>
248	Harrietville Pioneer Park Carpark	Harrietville	Carpark	Access	Sealed	
249	Harris Lane	Buckland	Road	Access	Unsealed	01-01-2005
250	Harris Lane	Buckland, Porepukah	Road	Access	Sealed	01-01-2005
251	Harrison Lane	Porepukah	Road	Access	Sealed	01-01-2005
252	Harts Lane	Myrtleford	Road	Access	Unsealed	01-01-2005
253	Havilah Road	Havilah	Road	Collector	Unsealed	01-01-2005
254	Havilah Road	Havilah	Road	Access	Sealed	01-01-2005
255	Havilah Road	Havilah	Road	Access	Unsealed	01-01-2005
256	Havilah Road	Havilah, Rosewhite	Road	Collector	Sealed	01-01-2005
257	Hawthorn Lane	Bright	Parking Bay	Access	Sealed	01-01-2005
258	Hawthorn Lane	Bright	Road	Collector	Sealed	01-01-2005
259	Hawthorn Lane	Bright	Road	Access	Sealed	01-01-2005
260	Hawthorn Lane	Bright	Service Road	Access	Sealed	01-01-2005
261	Heather Grove	Myrtleford	Road	Access	Sealed	01-01-2005
262	Heather Lane	Bright	Road	Access	Sealed	01-01-2005
263	Heberles Road	Tawonga South	Road	Access	Sealed	01-01-2005
264	Hicks Lane	Dederang	Road	Access	Unsealed	01-01-2005
265	Higgins Court	Myrtleford	Road	Access	Sealed	01-01-2005
266	Higgs Lane	Wandiligong	Road	Access	Sealed	01-01-2005
267	Highland Court	Tawonga South	Road	Access	Sealed	01-01-2005
268	Hill Street	Mount Beauty	Road	Access	Sealed	01-01-2005
269	Hillside Court	Myrtleford	Road	Access	Sealed	01-01-2005

	<b>Road name</b>	<b>Locality</b>	<b>Type</b>	<b>Class</b>	<b>Surface</b>	<b>Date proclaimed</b>
270	Hobbs Lane	Mongans Bridge, Running Creek	Road	Access	Unsealed	01-01-2005
271	Hollonds Street	Mount Beauty	Road	Collector	Sealed	01-01-2005
272	Holmes Court	Porepunkah	Road	Access	Sealed	01-01-2005
273	Hores Lane	Tawonga	Road	Access	Sealed	01-01-2005
274	Horsehair Bend Bend	Dinner Plain	Road	Access	Concrete	01-01-2005
275	Horseshoe Circle	Dinner Plain	Parking Bay	Access	Concrete	01-01-2005
276	Horseshoe Circle	Dinner Plain	Road	Access	Concrete	01-01-2005
277	Horseshoe Circle Carpark	Dinner Plain	Carpark	Access	Concrete	01-01-2005
278	Hoskings Lane	Harrietville	Road	Access	Sealed	01-01-2005
279	Houghs Lane	Bright	Road	Access	Sealed	01-01-2005
280	Howell Lane	Myrtleford	Road	Access	Sealed	01-01-2005
281	Howitt Lane	Bright	Parking Bay	Access	Sealed	01-01-2005
282	Howitt Lane	Bright	Road	Access	Sealed	01-01-2005
283	Howitt Lane	Bright	Road	Access	Unsealed	01-01-2005
284	Howitt Park Carpark	Bright	Carpark	Access	Sealed	
285	Howmans Lane	Harrietville	Road	Access	Sealed	01-01-2005
286	Hughes Lane	Eurobin	Road	Access	Sealed	01-01-2007
287	Hughes Lane	Eurobin	Road	Access	Sealed	01-01-2005
288	Hull Street	Dederang	Road	Access	Sealed	
289	Iarias Lane	Bright	Road	Access	Sealed	01-01-2005
290	Ireland Street	Bright	Road	Collector	Sealed	01-01-2005

	<b>Road name</b>	<b>Locality</b>	<b>Type</b>	<b>Class</b>	<b>Surface</b>	<b>Date proclaimed</b>
291	JB Crook	Dinner Plain	Road	Access	Concrete	01-01-2005
292	Jagoes Gully Road	Wandiligong	Road	Access	Unsealed	01-01-2005
293	Jagoes Gully Road	Wandiligong	Road	Access	Sealed	01-01-2005
294	James Close	Bright	Road	Access	Sealed	01-01-2005
295	Jamieson Street	Myrtleford	Road	Access	Sealed	01-01-2005
296	Jenny Lane	Merriang	Road	Access	Sealed	01-01-2005
297	John Street	Myrtleford	Road	Access	Sealed	01-01-2005
298	Jones Road	Porepunkah	Road	Access	Unsealed	01-01-2005
299	Jones Street	Myrtleford	Road	Access	Sealed	01-01-2005
300	Jubilee Street	Myrtleford	Road	Access	Sealed	01-01-2005
301	Junction Road	Porepunkah	Road	Access	Sealed	01-01-2005
302	Jurisichs Road	Nug Nug	Road	Access	Unsealed	01-01-2005
303	Kaighins Lane	Wandiligong	Road	Access	Sealed	01-01-2005
304	Kancoona South Road	Kancoona	Road	Collector	Sealed	01-01-2007
305	Kancoona South Road	Kancoona	Road	Access	Unsealed	01-01-2005
306	Kancoona South Road	Kancoona	Road	Collector	Sealed	01-01-2005
307	Karnu Court	Bright	Road	Access	Sealed	01-01-2005
308	Keating Reserve Carpark	Harrietville	Carpark	Access	Sealed	
309	Keegans Lane	Upper Gundowring, Dederang	Road	Collector	Sealed	01-01-2005
310	Kellers Road	Tawonga	Road	Access	Unsealed	01-01-2005
311	Kiewa Crescent	Mount Beauty	Parking Bay	Collector	Sealed	01-01-2005

	<b>Road name</b>	<b>Locality</b>	<b>Type</b>	<b>Class</b>	<b>Surface</b>	<b>Date proclaimed</b>
312	Kiewa Crescent	Mount Beauty	Road	Access	Sealed	01-01-2005
313	Kiewa Crescent	Mount Beauty	Road	Collector	Sealed	01-01-2005
314	Kiewa Valley Highway	Tawonga South, Tawonga	Service Road	Access	Sealed	01-01-2005
315	Kilfinan Crescent	Bright	Road	Access	Sealed	01-01-2005
316	Kinchela Court	Bright	Road	Access	Sealed	01-01-2005
317	King Street	Myrtleford	Road	Access	Sealed	01-01-2005
318	Kirks Lane	Barwidgee	Road	Access	Sealed	01-01-2005
319	Kirks Lane	Barwidgee	Road	Access	Unsealed	01-01-2005
320	Kneebone Court	Myrtleford	Road	Access	Sealed	01-01-2005
321	Lachlan Court	Bright	Road	Access	Sealed	01-01-2005
322	Lakeside Avenue	Mount Beauty	Road	Access	Sealed	01-01-2005
323	Lakeside Avenue	Mount Beauty	Road	Collector	Sealed	01-01-2005
324	Lambert Lane	Glen Creek	Road	Access	Unsealed	01-07-2007
325	Lambert Street	Tawonga	Road	Access	Sealed	01-01-2005
326	Lawrence Street	Myrtleford	Parking Bay	Access	Sealed	01-01-2005
327	Lawrence Street	Myrtleford	Road	Access	Sealed	01-01-2005
328	Leader Reef Drive	Bright	Road	Access	Sealed	01-01-2005
329	Leader Reef Drive	Bright	Road	Access	Sealed	28-05-2013
330	Leggio Road	Myrtleford	Road	Access	Sealed	01-01-2005
331	Lennox Street	Myrtleford	Road	Access	Sealed	01-01-2005
332	Lewis Avenue	Myrtleford	Road	Access	Sealed	01-01-2005
333	Lewis Avenue	Myrtleford	Road	Collector	Sealed	01-01-2005
334	Liddens Lane	Coral Bank	Road	Access	Unsealed	01-01-2005

	<b>Road name</b>	<b>Locality</b>	<b>Type</b>	<b>Class</b>	<b>Surface</b>	<b>Date proclaimed</b>
335	Linlee Ridge Road	Buffalo River	Road	Access	Sealed	01-01-2005
336	Long Corner Creek Road	Buffalo River	Road	Access	Sealed	01-01-2005
337	Long Tunnel Track	Wandiligong	Road	Access	Sealed	01-01-2005
338	Longos Lane	Myrtleford	Road	Access	Sealed	01-01-2005
339	Longos Lane	Myrtleford	Road	Access	Sealed	01-06-2007
340	Loudens Lane	Tawonga	Road	Access	Sealed	01-07-2007
341	Loudens Lane	Tawonga	Road	Access	Sealed	01-01-2005
342	Loudens Lane	Tawonga	Road	Access	Unsealed	01-01-2005
343	Louie Court	Bright	Road	Access	Sealed	01-01-2005
344	Lowen Drive	Bright	Road	Access	Unsealed	01-01-2005
345	Lower River Road	Gapsted	Road	Access	Sealed	01-01-2005
346	Lower River Road East	Gapsted	Road	Access	Sealed	01-01-2005
347	Lower River Road East	Gapsted	Road	Access	Unsealed	01-01-2005
348	Lower River Road West	Gapsted	Road	Access	Unsealed	01-01-2005
349	Lower River Road West	Gapsted	Road	Access	Sealed	01-01-2005
350	Lowerson Street	Myrtleford	Road	Access	Sealed	01-01-2005
351	Lucknow Court	Myrtleford	Road	Access	Sealed	01-01-2005
352	Lumley Drive	Bright	Road	Access	Sealed	01-01-2005
353	Lyrebird Gully Road	Harrietville	Road	Access	Sealed	01-01-2005
354	Macaulay Grove	Myrtleford	Road	Access	Sealed	01-01-2005
355	Maddison Street	Mount Beauty	Parking Bay	Access	Sealed	01-01-2005



	<b>Road name</b>	<b>Locality</b>	<b>Type</b>	<b>Class</b>	<b>Surface</b>	<b>Date proclaimed</b>
356	Maddison Street	Mount Beauty	Road	Access	Sealed	01-01-2005
357	Maddisons Lane	Mount Beauty	Road	Access	Sealed	01-01-2005
358	Marascos Lane	Ovens	Road	Access	Sealed	01-01-2005
359	Margaret Drive	Tawonga South	Road	Access	Sealed	01-01-2005
360	Martin Place	Myrtleford	Road	Access	Sealed	01-01-2005
361	Martley Street	Porepunkah	Road	Access	Sealed	01-01-2005
362	Marum Court	Tawonga South	Road	Access	Sealed	01-01-2005
363	Mathews Street	Myrtleford	Road	Access	Sealed	01-01-2005
364	Maude Street	Myrtleford	Road	Access	Sealed	01-01-2005
365	Mconnells Lane	Porepunkah	Road	Access	Sealed	01-01-2005
366	Mconnells Lane	Porepunkah	Road	Access	Unsealed	01-01-2005
367	Mccormacks Lane	Buckland	Road	Access	Unsealed	01-01-2005
368	Mccormacks Lane	Rosewhite	Road	Access	Unsealed	01-01-2005
369	Mccullough Street	Porepunkah	Road	Access	Sealed	01-01-2005
370	Mcdonald Drive	Myrtleford	Road	Access	Sealed	01-01-2005
371	Mcfadyens Lane	Bright	Road	Access	Sealed	01-01-2005
372	Mcfaydens Lane	Myrtleford	Road	Access	Sealed	01-01-2005
373	Mcgeehan Crescent	Myrtleford	Road	Access	Sealed	01-01-2005
374	Mcilroy Rae Road	Gapsted	Road	Access	Sealed	01-01-2005
375	Mcilroy Rae Road	Gapsted	Road	Access	Unsealed	01-01-2005
376	Mckay Street	Mount Beauty	Road	Access	Sealed	01-01-2005
377	Mclees Road	Buffalo River	Road	Access	Unsealed	01-01-2005
378	Mclees Road	Buffalo River	Road	Access	Sealed	01-01-2005
379	Menz Road	Nug Nug	Road	Access	Unsealed	01-01-2005

	<b>Road name</b>	<b>Locality</b>	<b>Type</b>	<b>Class</b>	<b>Surface</b>	<b>Date proclaimed</b>
380	Merri Meadows Lane	Merriang South	Road	Access	Sealed	01-01-2005
381	Merriang Gap Road	Merriang	Road	Access	Sealed	01-01-2005
382	Merriang Gap Road	Whorouly East, Merriang, Gapsted	Road	Access	Unsealed	01-01-2005
383	Merriang Homestead Road	Merriang	Road	Access	Sealed	01-01-2005
384	Merriang Homestead Road	Merriang, Merriang South	Road	Access	Unsealed	01-01-2005
385	Merriang Road	Merriang, Myrtleford	Road	Collector	Sealed	01-01-2005
386	Merriang South Road	Merriang South	Road	Collector	Unsealed	01-01-2005
387	Merriang South Road	Merriang South, Buffalo River, Merriang	Road	Collector	Sealed	01-01-2005
388	Meyland Road	Porepunkah	Road	Access	Unsealed	01-01-2005
389	Miles Road	Tawonga	Road	Access	Unsealed	01-01-2005
390	Mill Bend Road	Porepunkah	Road	Access	Sealed	01-01-2005
391	Mill Road	Bright	Road	Access	Sealed	01-01-2005
392	Mill Road	Harrietville	Road	Access	Sealed	01-01-2005
393	Mill Road	Mount Beauty	Road	Access	Sealed	01-01-2005
394	Milne Avenue	Myrtleford	Road	Access	Sealed	01-01-2005
395	Monash Drive	Porepunkah	Road	Access	Sealed	01-01-2005
396	Monshings Lane	Eurobin	Road	Access	Unsealed	01-01-2005
397	Moore Street	Myrtleford	Road	Access	Sealed	01-01-2005
398	Morgans Creek Road	Kancoona	Road	Access	Sealed	01-01-2005

	<b>Road name</b>	<b>Locality</b>	<b>Type</b>	<b>Class</b>	<b>Surface</b>	<b>Date proclaimed</b>
399	Morrison's Lane	Barwidgee	Road	Access	Sealed	01-01-2005
400	Morses Court	Tawonga South	Road	Access	Sealed	01-01-2005
401	Morses Creek Road	Bright, Wandiligong	Road	Collector	Sealed	01-01-2005
402	Morses Creek Road	Wandiligong	Road	Collector	Unsealed	01-02-2006
403	Mount Beauty Recreation Reserve Carpark	Mount Beauty	Carpark	Access	Sealed	
404	Mount Beauty Visitor Information Centre Carpark	Mount Beauty	Carpark	Access	Sealed	
405	Mount Hotham Airport Road	Cobungra	Road	Access	Sealed	01-01-2005
406	Mount Porepunkah Road	Bright	Road	Access	Sealed	01-01-2005
407	Mount Street	Mount Beauty	Road	Access	Sealed	01-01-2005
408	Mount York Road	Tawonga	Road	Access	Unsealed	01-01-2005
409	Mountain Avenue	Mount Beauty	Road	Access	Sealed	01-01-2005
410	Mountain Creek Road	Tawonga	Road	Access	Sealed	01-01-2005
411	Mountain Creek Road	Tawonga	Road	Collector	Sealed	01-01-2005
412	Mountain Mist Drive	Bright	Road	Access	Sealed	01-01-2005
413	Mountain View Walk	Harrietville	Road	Access	Sealed	01-01-2005
414	Mountbatten Avenue	Bright	Road	Access	Sealed	01-01-2005
415	Mullagong Road	Mongans Bridge, Upper Gundowring	Road	Collector	Sealed	01-01-2005

	<b>Road name</b>	<b>Locality</b>	<b>Type</b>	<b>Class</b>	<b>Surface</b>	<b>Date proclaimed</b>
416	Mulligan Court	Bright	Road	Access	Sealed	01-07-2013
417	Mummery Lane	Ovens	Road	Access	Unsealed	01-01-2005
418	Mummery Road	Myrtleford	Parking Bay	Access	Sealed	01-01-2005
419	Mummery Road	Myrtleford	Parking Bay	Collector	Sealed	01-01-2005
420	Mummery Road	Myrtleford	Road	Access	Sealed	01-01-2005
421	Mummery Road	Myrtleford	Road	Collector	Sealed	01-01-2005
422	Munro Lane	Myrtleford	Road	Access	Sealed	01-01-2005
423	Munro Lane	Myrtleford	Road	Access	Unsealed	01-01-2005
424	Myrtle Street	Myrtleford	Parking Bay	Arterial	Sealed	01-01-2005
425	Myrtle Street	Myrtleford	Road	Arterial	Sealed	01-01-2005
426	Myrtle Street	Myrtleford	Road	Arterial	Sealed	01-02-2006
427	Myrtle Street	Myrtleford	Service Road	Access	Sealed	
428	Myrtle Street	Myrtleford	Service Road	Access	Sealed	01-01-2005
429	Myrtle Street	Tawonga South	Road	Access	Sealed	01-01-2005
430	Myrtleford - Stanley Road	Barwidgee, Mudgegonga, Stanley, Gapsted	Road	Collector	Sealed	01-01-2005
431	Myrtleford Kindergarten Carpark	Myrtleford	Carpark	Access	Sealed	
432	Myrtleford Library	Myrtleford	Parking Bay	Access	Sealed	01-01-2005
433	Myrtleford Library Entrance Road	Myrtleford	Road	Access	Sealed	01-01-2005

	<b>Road name</b>	<b>Locality</b>	<b>Type</b>	<b>Class</b>	<b>Surface</b>	<b>Date proclaimed</b>
434	Myrtleford Library Rear Access Road	Myrtleford	Road	Access	Sealed	01-01-2005
435	Myrtleford Library Rear Parking Bays	Myrtleford	Parking Bay	Access	Sealed	
436	Mystery Basin Rise	Bright	Road	Access	Sealed	02-07-2013
437	Mystic Flight Park Carpark	Bright	Carpark	Access	Sealed	
438	Mystic Lane	Bright	Road	Access	Sealed	01-01-2005
439	Nelse Street	Mount Beauty	Road	Access	Sealed	01-01-2005
440	Nelse Street	Mount Beauty	Road	Collector	Sealed	01-01-2005
441	Newmans Lane	Harrietville	Road	Access	Unsealed	01-01-2005
442	Newmans Lane	Harrietville	Road	Access	Sealed	01-01-2005
443	Nicholson Street	Porepunkah	Road	Access	Sealed	01-01-2005
444	Nicholson Street	Porepunkah	Road	Collector	Sealed	01-01-2005
445	Nicholson Street	Porepunkah	Service Road	Access	Sealed	01-01-2005
446	Niela Crescent	Myrtleford	Road	Access	Sealed	01-01-2005
447	Norleys Lane	Wandiligong	Road	Access	Sealed	01-01-2005
448	Norman Court	Bright	Road	Access	Sealed	01-01-2005
449	Nug Nug Reserve Road	Nug Nug	Road	Access	Unsealed	01-01-2005
450	Nug Nug Road	Buffalo River, Nug Nug	Road	Access	Unsealed	01-01-2005
451	Nug Nug Road	Nug Nug, Buffalo River	Road	Access	Sealed	01-01-2005
452	Ocallaghan Lane	Mudgegonga	Road	Access	Unsealed	01-01-2005
453	Odonnell Avenue	Myrtleford	Road	Access	Sealed	01-01-2005

	<b>Road name</b>	<b>Locality</b>	<b>Type</b>	<b>Class</b>	<b>Surface</b>	<b>Date proclaimed</b>
454	Odonnell Avenue	Myrtleford	Road	Collector	Sealed	01-01-2005
455	Odonnell Avenue	Myrtleford	Service Road	Access	Sealed	01-01-2005
456	Odonnell Avenue	Myrtleford	Service Road	Access	Unsealed	01-01-2005
457	Old Harrietville Road	Germantown, Bright, Freeburgh	Road	Access	Sealed	01-01-2005
458	Old Ovens Highway Highway	Myrtleford, Gapsted	Road	Access	Sealed	01-01-2005
459	Omeo Court	Tawonga South	Road	Access	Sealed	01-01-2005
460	One Mile Creek Road	Porepunkah	Road	Access	Sealed	01-01-2005
461	One Mile Creek Road	Porepunkah	Road	Access	Unsealed	01-01-2005
462	Orana Avenue	Bright	Road	Access	Sealed	01-01-2005
463	Orchard Court	Bright	Road	Access	Sealed	01-01-2005
464	Osullivans Lane	Ovens	Service Road	Access	Sealed	01-01-2005
465	Paiano Lane	Bright	Road	Access	Sealed	01-01-2005
466	Panorama Drive	Buffalo River	Road	Access	Sealed	01-01-2005
467	Paola Lane	Germantown	Road	Access	Sealed	01-01-2005
468	Park Lane	Dinner Plain	Road	Access	Concrete	01-01-2005
469	Park Street	Bright	Parking Bay	Access	Unsealed	01-01-2005
470	Park Street	Bright	Parking Bay	Access	Unsealed	01-06-2007
471	Park Street	Bright	Parking Bay	Access	Sealed	01-01-2005
472	Park Street	Mount Beauty	Road	Collector	Sealed	01-01-2005

	<b>Road name</b>	<b>Locality</b>	<b>Type</b>	<b>Class</b>	<b>Surface</b>	<b>Date proclaimed</b>
473	Park Street	Mount Beauty, Bright	Road	Access	Sealed	01-01-2005
474	Piazza Court	Myrtleford	Road	Access	Sealed	01-01-2005
475	Pick And Shovel Rise	Harrietville	Road	Access	Sealed	01-01-2005
476	Pinch Gut Lane	Harrietville	Road	Access	Unsealed	01-01-2005
477	Pinch Gut Lane	Harrietville	Road	Access	Sealed	01-01-2005
478	Pine Court	Freeburgh	Road	Access	Sealed	01-01-2005
479	Pini Lane	Mudgegonga	Road	Access	Sealed	01-01-2005
480	Pini Lane	Mudgegonga, Rosewhite	Road	Access	Unsealed	01-01-2005
481	Pioneer Lane	Bright	Road	Access	Sealed	01-01-2005
482	Plantation Lane	Tawonga	Road	Access	Unsealed	01-01-2005
483	Plantation Lane	Tawonga	Road	Access	Sealed	consider for inclusion 2016
484	Police Lane	Dederang	Road	Access	Unsealed	01-01-2005
485	Police Lane	Dederang	Road	Access	Sealed	01-01-2005
486	Police Lane	Dederang	Road	Access	Unsealed	01-07-2012
487	Police Paddock Walk	Wandiligong	Road	Access	Unsealed	01-01-2005
488	Pool Road	Mount Beauty	Parking Bay	Access	Sealed	01-01-2005
489	Pool Road	Mount Beauty	Road	Access	Sealed	01-01-2005
490	Porcellatos Lane	Bright	Road	Access	Sealed	01-01-2005
491	Power Street	Myrtleford	Road	Access	Sealed	01-01-2005
492	Prices Road	Bright	Road	Access	Sealed	01-01-2005
493	Prince Street	Myrtleford	Parking	Access	Sealed	01-01-2005

	<b>Road name</b>	<b>Locality</b>	<b>Type</b>	<b>Class</b>	<b>Surface</b>	<b>Date proclaimed</b>
			Bay			
494	Prince Street	Myrtleford	Road	Access	Sealed	01-01-2005
495	Pyke Street	Porepunkah	Road	Access	Sealed	01-01-2005
496	Pyke Street	Porepunkah	Road	Access	Unsealed	01-01-2005
497	Queen Street	Myrtleford	Road	Access	Sealed	01-01-2007
498	Queen Street	Myrtleford	Road	Collector	Sealed	01-01-2005
499	Quins Gap Road	Bright	Road	Access	Sealed	01-01-2005
500	Quins Gap Road	Bright, Porepunkah	Road	Access	Unsealed	01-01-2005
501	Racecourse Road	Bright	Road	Access	Sealed	01-01-2005
502	Railway Avenue	Bright	Road	Collector	Sealed	01-01-2005
503	Ranch Road	Tawonga South	Road	Access	Sealed	01-01-2005
504	Rangeview Drive	Myrtleford	Road	Access	Sealed	01-09-2012
505	Rangeview Drive	Myrtleford	Road	Access	Sealed	01-01-2005
506	Rayner Street	Myrtleford	Road	Access	Sealed	01-01-2005
507	Rayner Track	Porepunkah	Road	Access	Sealed	01-01-2005
508	Rebecca Drive	Bright	Road	Access	Sealed	01-01-2005
509	Redbank - Mongans Road	Coral Bank, Tawonga, Mongans Bridge	Road	Collector	Sealed	01-01-2005
510	Redgum Place	Myrtleford	Road	Access	Sealed	01-01-2014
511	Reid Court	Tawonga South	Road	Access	Sealed	01-01-2005
512	Reids Lane	Coral Bank, Tawonga	Road	Access	Sealed	01-01-2005
513	Reids Lane	Tawonga	Road	Access	Unsealed	01-01-2005
514	Reserve Drive	Mount Beauty	Parking Bay	Access	Sealed	01-01-2005



	<b>Road name</b>	<b>Locality</b>	<b>Type</b>	<b>Class</b>	<b>Surface</b>	<b>Date proclaimed</b>
515	Reserve Drive	Mount Beauty	Road	Access	Sealed	01-01-2005
516	Rimini Road	Porepunkah	Road	Access	Unsealed	01-01-2005
517	Riverside Avenue	Bright	Parking Bay	Access	Sealed	01-01-2005
518	Riverside Avenue	Bright	Road	Access	Sealed	01-01-2005
519	Riverside Park Carpark	Porepunkah	Carpark	Access	Sealed	
520	Riverside Walk	Bright	Road	Access	Sealed	01-01-2005
521	Robert Street	Myrtleford	Road	Access	Sealed	01-01-2005
522	Roberts Creek Road	Bright, Porepunkah	Road	Collector	Sealed	01-01-2005
523	Roberts Creek Road	Porepunkah	Road	Access	Sealed	01-01-2005
524	Robertson Street	Myrtleford	Road	Access	Sealed	01-01-2005
525	Rock Pool Road	Mount Beauty	Road	Access	Sealed	01-01-2005
526	Rock Pool Road	Mount Beauty	Road	Access	Unsealed	01-01-2005
527	Rockpool Lane	Buckland	Road	Access	Sealed	01-01-2005
528	Rogers Lane	Dederang	Road	Access	Unsealed	01-01-2007
529	Rogers Lane	Dederang	Road	Access	Unsealed	01-01-2005
530	Ronald Street	Tawonga	Road	Access	Sealed	01-01-2005
531	Roney Macs Twist	Dinner Plain	Road	Access	Concrete	01-01-2005
532	Rooneys Bridge Road	Dederang	Road	Access	Sealed	consider for inclusion 2016
533	Roper Street	Mount Beauty	Road	Access	Sealed	01-01-2005
534	Ropers Road	Tawonga	Road	Access	Sealed	01-01-2005
535	Rose River Road	Rose River, Dandongadale	Road	Access	Unsealed	01-01-2005

	<b>Road name</b>	<b>Locality</b>	<b>Type</b>	<b>Class</b>	<b>Surface</b>	<b>Date proclaimed</b>
536	Rose Street	Myrtleford	Road	Access	Sealed	01-01-2005
537	Ross Court	Myrtleford	Road	Access	Sealed	01-01-2005
538	Rotary Drive	Bright	Parking Bay	Access	Sealed	01-01-2005
539	Rotary Drive	Bright	Road	Access	Sealed	01-01-2005
540	Rotary Park Carpark	Myrtleford	Carpark	Access	Sealed	
541	Rotary Waterslide Carpark	Bright	Carpark	Access	Sealed	01-01-2005
542	Rowe Lane	Dederang	Road	Access	Unsealed	01-01-2005
543	Rowe Lane	Dederang	Road	Access	Sealed	01-01-2005
544	Royal Bridge Track	Wandiligong	Road	Access	Sealed	01-01-2005
545	Royal Bridge Track	Wandiligong	Road	Access	Unsealed	01-01-2005
546	Ryder Lane	Kergunyah South	Road	Access	Unsealed	01-01-2005
547	Ryders Lane	Tawonga	Road	Collector	Sealed	01-01-2005
548	Schlapps Road	Gapsted	Road	Access	Unsealed	01-01-2005
549	School Lane	Wandiligong	Road	Access	Sealed	01-01-2005
550	School Road	Wandiligong	Road	Access	Sealed	01-01-2005
551	Scrubbers End	Dinner Plain	Parking Bay	Access	Concrete	01-01-2005
552	Scrubbers End	Dinner Plain	Road	Access	Concrete	01-01-2005
553	Seamer Street	Porepunkah	Road	Access	Sealed	01-01-2005
554	Selzers Lane	Ovens	Road	Access	Unsealed	01-01-2005
555	Selzers Lane	Ovens	Road	Access	Sealed	01-01-2005
556	Service Street	Porepunkah	Road	Collector	Sealed	01-01-2005

	<b>Road name</b>	<b>Locality</b>	<b>Type</b>	<b>Class</b>	<b>Surface</b>	<b>Date proclaimed</b>
557	Settlers Lane	Rosewhite	Road	Access	Unsealed	01-01-2005
558	Shepherds Lane	Wandiligong	Road	Access	Sealed	01-01-2005
559	Showers Avenue	Bright	Road	Access	Sealed	01-01-2005
560	Sidling Track	Wandiligong	Road	Access	Unsealed	01-01-2005
561	Simmonds Creek Road	Tawonga South	Road	Access	Sealed	01-01-2005
562	Simmonds Creek Road	Tawonga South, Mount Beauty	Road	Access	Sealed	01-01-2007
563	Simmonds Street	Mount Beauty	Road	Access	Sealed	01-01-2005
564	Slippery Dip	Dinner Plain	Road	Access	Concrete	01-01-2005
565	Smith Street	Myrtleford	Parking Bay	Access	Sealed	01-01-2005
566	Smith Street	Myrtleford	Road	Access	Sealed	01-01-2005
567	Smiths Lane	Mudgegonga	Road	Access	Sealed	01-01-2005
568	Smiths Lane	Mudgegonga	Road	Access	Unsealed	01-01-2007
569	Smithy Lane	Wandiligong	Road	Access	Sealed	01-01-2005
570	Smoko Creek Road	Smoko	Road	Access	Unsealed	01-01-2005
571	Solly Lane	Porepukah	Road	Access	Unsealed	01-01-2005
572	Sommer Avenue	Bright	Road	Access	Sealed	01-01-2005
573	Sound Shell Carpark	Bright	Carpark	Access	Sealed	
574	Speers Lane	Dederang	Road	Access	Unsealed	01-01-2005
575	Spion Kopje Road	Bright	Road	Access	Sealed	01-01-2005
576	Squatters Lane	Dinner Plain	Road	Access	Concrete	01-01-2005
577	St Bernard Drive	Tawonga South	Road	Access	Sealed	01-01-2005
578	Stables Lane	Bright	Road	Access	Unsealed	01-01-2005

	<b>Road name</b>	<b>Locality</b>	<b>Type</b>	<b>Class</b>	<b>Surface</b>	<b>Date proclaimed</b>
579	Stackey Gully Road	Bright	Road	Access	Sealed	01-01-2005
580	Standish Street	Myrtleford	Parking Bay	Collector	Sealed	01-01-2005
581	Standish Street	Myrtleford	Road	Collector	Sealed	01-01-2005
582	Standish Street	Myrtleford	Road	Access	Sealed	01-01-2005
583	Standish Street	Myrtleford	Service Road	Collector	Sealed	01-01-2005
584	Star Road	Bright	Parking Bay	Collector	Sealed	01-01-2005
585	Star Road	Bright	Road	Collector	Unsealed	01-01-2005
586	Star Road	Bright	Road	Collector	Sealed	01-01-2005
587	Station Street	Bright	Road	Collector	Sealed	01-01-2005
588	Station Street	Porepunkah	Road	Collector	Sealed	01-01-2005
589	Steiners Lane	Smoko	Road	Access	Unsealed	01-01-2005
590	Stewarts Road	Tawonga South	Road	Access	Sealed	01-01-2005
591	Stoney Creek Road	Gapsted	Road	Access	Unsealed	01-01-2005
592	Stoney Creek Road	Gapsted	Road	Access	Sealed	01-01-2005
593	Stony Creek Road	Harrietville	Road	Access	Unsealed	01-01-2005
594	Stony Creek Road	Harrietville	Road	Access	Sealed	01-01-2005
595	Streets Lane	Dederang	Road	Access	Sealed	01-01-2005
596	Swamp Lane	Dederang	Road	Access	Unsealed	01-01-2005
597	Swinburne Street	Myrtleford	Road	Access	Sealed	01-01-2005
598	Switchback Road	Mudgegonga	Road	Access	Sealed	01-01-2005
599	Switchback Road	Mudgegonga	Road	Access	Unsealed	01-01-2005

	<b>Road name</b>	<b>Locality</b>	<b>Type</b>	<b>Class</b>	<b>Surface</b>	<b>Date proclaimed</b>
600	Sykes Lane	Porepukah	Road	Access	Sealed	01-01-2005
601	Table Top Fork	Dinner Plain	Road	Access	Concrete	01-01-2007
602	Tail Race Road	Mount Beauty	Road	Access	Sealed	01-01-2005
603	Tarrengower Court	Myrtleford	Road	Access	Sealed	01-02-2006
604	Tawonga Crescent	Mount Beauty	Road	Access	Sealed	01-01-2005
605	Tawonga Crescent	Mount Beauty	Road	Collector	Sealed	01-01-2005
606	Tea Bag Lane	Dinner Plain	Road	Access	Concrete	01-01-2005
607	Tea Tree Close	Myrtleford	Road	Access	Sealed	01-01-2014
608	Telford Lane	Porepukah	Road	Access	Sealed	01-01-2007
609	Tempo Court	Bright	Road	Access	Sealed	01-01-2005
610	Tempo Crescent	Bright	Road	Access	Sealed	01-01-2005
611	Tennis Club Carpark	Bright	Carpark	Access	Sealed	
612	Tennis Court	Mount Beauty	Parking Bay	Access	Sealed	01-01-2005
613	Tennis Court	Mount Beauty	Road	Access	Sealed	01-01-2005
614	The Track	Bright	Road	Access	Sealed	01-01-2005
615	Thomas Street	Myrtleford	Road	Access	Sealed	01-01-2005
616	Thompson Street	Bright	Road	Access	Sealed	01-01-2005
617	Three Peaks Rise	Bright	Road	Access	Sealed	01-04-2008
618	Tip Road	Porepukah	Road	Access	Sealed	01-01-2005
619	Toms Road	Tawonga	Road	Access	Unsealed	01-01-2005
620	Toner Avenue	Myrtleford	Road	Access	Sealed	01-01-2005
621	Toniazzo Lane	Merriang, Myrtleford	Road	Access	Sealed	01-01-2005
622	Toorak Road	Bright	Road	Collector	Sealed	01-01-2005

	<b>Road name</b>	<b>Locality</b>	<b>Type</b>	<b>Class</b>	<b>Surface</b>	<b>Date proclaimed</b>
623	Tower Road	Dinner Plain	Road	Access	Concrete	01-01-2005
624	Tre-Vista Lane	Germantown	Road	Access	Unsealed	01-01-2005
625	Tunnel Gap Road	Glen Creek, Bruarong, Mudgegonga	Road	Collector	Sealed	01-01-2005
626	Tyntynder Lane	Bright	Road	Access	Sealed	01-01-2005
627	Undara Road	Myrtleford	Road	Access	Sealed	01-01-2005
628	Unnamed	Bright, Myrtleford	Road	Access	Sealed	01-01-2005
629	Vails Road	Tawonga South	Road	Access	Sealed	01-01-2005
630	Valley Avenue	Mount Beauty	Road	Access	Sealed	01-01-2005
631	Valley Avenue	Mount Beauty	Road	Collector	Sealed	01-01-2005
632	Walkers Lane	Bright	Road	Access	Sealed	01-01-2005
633	Wallace Drive	Buckland	Road	Access	Sealed	01-01-2005
634	Wallace Street	Mount Beauty	Road	Access	Sealed	01-01-2005
635	Walnut Grove	Bright	Road	Access	Sealed	01-01-2005
636	Watson Court	Myrtleford	Road	Access	Sealed	01-01-2005
637	Wattle Avenue	Bright	Road	Access	Sealed	01-01-2005
638	Websters Lane	Freeburgh	Road	Access	Unsealed	01-01-2005
639	Websters Lane	Freeburgh	Road	Access	Sealed	01-01-2005
640	Wermatong Avenue	Mount Beauty	Road	Access	Sealed	01-01-2005
641	Westons Lane	Eurobin	Road	Access	Sealed	01-01-2005
642	Westons Lane	Eurobin	Road	Access	Unsealed	01-01-2005
643	Wet Gully Track	Bright	Road	Access	Unsealed	01-01-2005
644	Whalleys Lane	Myrtleford	Road	Access	Sealed	01-01-2005
645	White Star Road	Wandiligong	Road	Access	Unsealed	01-01-2005

	<b>Road name</b>	<b>Locality</b>	<b>Type</b>	<b>Class</b>	<b>Surface</b>	<b>Date proclaimed</b>
646	White Star Road	Wandiligong	Road	Access	Sealed	01-01-2005
647	Williams Road	Wandiligong	Road	Access	Sealed	01-01-2005
648	Williams Street	Myrtleford	Road	Access	Sealed	01-01-2005
649	Willow Grove	Myrtleford	Road	Access	Sealed	01-01-2005
650	Wills Street	Bright	Road	Collector	Sealed	01-01-2005
651	Wills Street Carpark	Bright	Carpark	Access	Sealed	
652	Wilson Court	Bright	Road	Access	Sealed	01-01-2005
653	Wire Plain Dash	Dinner Plain	Road	Access	Concrete	01-01-2007
654	Wobonga Lane	Eurobin	Road	Access	Sealed	01-01-2005
655	Wobonga Lane	Eurobin	Road	Collector	Sealed	01-01-2005
656	Wonnangatta Avenue	Tawonga South	Road	Access	Sealed	01-01-2005
657	Wood Street	Bright	Parking Bay	Access	Sealed	01-01-2005
658	Wood Street	Bright	Road	Access	Sealed	01-01-2005
659	Wood Street	Porepunkah	Road	Access	Sealed	01-01-2005
660	Woodlands Grove	Bright	Road	Access	Sealed	01-01-2005
661	Woodside Court	Myrtleford	Road	Access	Sealed	01-01-2005
662	Woodsides Lane	Mudgegonga	Road	Access	Unsealed	01-01-2005
663	Yarra Place	Myrtleford	Road	Access	Sealed	01-01-2005
664	Yellow Box Court	Myrtleford	Road	Access	Sealed	01-01-2014
665	Young Crescent	Tawonga South	Road	Access	Sealed	01-01-2005
666	Youngs Top	Dinner Plain	Road	Access	Concrete	01-01-2007
667	Zivan Court	Bright	Road	Access	Unsealed	01-01-2005

## Shared Trails

	<b>Shared Trail name</b>	<b>Locality</b>	<b>Class</b>
1	Bennetts Trail	Bright, Wandiligong	Shared Trail
2	Bright to Harrietville Shared Trail	Bright, Harrietville	Shared Trail
3	Mount Beauty Pondage Shared Trail	Mount Beauty	Shared Trail
4	Mount Beauty to Tawonga Shared Trail	Tawonga, Mount Beauty, Tawonga South	Shared Trail
5	Mount Buffalo Road Shared Trail	Porepunkah	Shared Trail
6	Murray to Mountains Rail Trail	Porepunkah, Bright, Myrtleford, Ovens, Eurobin, Gapsted	Shared Trail
7	Oven River Loop	Myrtleford	Shared Trail
8	Pebble Beach Shared Trail	Mount Beauty, Tawonga South	Shared Trail

## Footpaths

	<b>Footpath name</b>	<b>Locality</b>	<b>Class</b>
1	Albert Street	Myrtleford	Footpath
2	Anderson Street	Bright	Footpath
3	Ashdowne Avenue	Myrtleford	Footpath
4	Ashwood Avenue	Bright	Footpath
5	Back Porepunkah Road	Bright	Footpath
6	Bailey Street	Porepunkah	Footpath
7	Bakers Gully Road	Bright	Footpath



	<b>Footpath name</b>	<b>Locality</b>	<b>Class</b>
8	Barnard Street	Bright	Footpath
9	Big Muster Drive	Dinner Plain	Footpath
10	Blue Hills Rise	Bright	Footpath
11	Bluegum Court to Danica Court Access	Bright	Footpath
12	Bluegum Court to Porcellatos Lane Access	Bright	Footpath
13	Bogong High Plains Road	Mount Beauty	Footpath
14	Buffalo River Road	Myrtleford	Footpath
15	Burke Street	Bright	Footpath
16	Camp Street	Bright	Footpath
17	Carcoola Avenue	Myrtleford	Footpath
18	Centenary Park	Bright	Footpath
19	Chalet Road	Mount Beauty	Footpath
20	Charles Street	Tawonga	Footpath
21	Cherry Avenue	Bright	Footpath
22	Churchill Avenue	Bright	Footpath
23	Clock Tower Roundabout	Bright	Footpath
24	Clock Tower Roundabout	Bright	Footpath
25	Clyde Street	Myrtleford	Footpath
26	Cobden Street	Bright	Footpath
27	Coronation Avenue	Bright	Footpath
28	Council Office Roundabout	Bright	Footpath
29	Deacon Avenue	Bright	Footpath
30	Delany Avenue	Bright	Footpath
31	Delany Avenue to Claret Court Access	Bright	Footpath
32	Disher Avenue	Myrtleford	Footpath

	<b>Footpath name</b>	<b>Locality</b>	<b>Class</b>
	Duke Street	Myrtleford	Footpath
34	Egglestons Lane	Myrtleford	Footpath
35	Elgin Street	Myrtleford	Footpath
36	Elm Court	Bright	Footpath
37	Embankment Drive	Mount Beauty	Footpath
38	Fairway Avenue	Mount Beauty	Footpath
39	Feathertop Track	Harrietville	Footpath
40	Fiddleback Drive	Tawonga South	Footpath
41	Gavan Street	Bright	Footpath
42	Georgian Court	Bright	Footpath
43	Great Alpine Road	Harrietville	Footpath
44	Great Alpine Road	Porepunkah	Footpath
45	Halls Road	Myrtleford	Footpath
46	Hawthorn Lane	Bright	Footpath
47	Heather Grove	Myrtleford	Footpath
48	Hill Street	Mount Beauty	Footpath
49	Hillside Court	Myrtleford	Footpath
50	Hollonds Street	Mount Beauty	Footpath
51	Hores Lane	Tawonga	Footpath
52	Howitt Lane	Bright	Footpath
53	Howitt Park	Bright	Footpath
54	Hydro Park	Mount Beauty	Footpath
55	Ireland Street	Bright	Footpath
56	Ireland Street to Wills Street Access	Bright	Footpath
57	Jamieson Street	Myrtleford	Footpath

	<b>Footpath name</b>	<b>Locality</b>	<b>Class</b>
	Jones Street	Myrtleford	Footpath
59	Jubilee Park	Myrtleford	Footpath
60	Karnu Court	Bright	Footpath
61	Kiewa Crescent	Mount Beauty	Footpath
62	Kiewa Valley Highway	Dederang	Footpath
63	Kiewa Valley Highway	Tawonga	Footpath
64	Kiewa Valley Highway	Tawonga South	Footpath
65	King Street	Myrtleford	Footpath
66	Kneebone Court	Myrtleford	Footpath
67	Lakeside Avenue	Mount Beauty	Footpath
68	Lakeside Avenue to Mountain Avenue Access	Mount Beauty	Footpath
69	Lawrence Street	Myrtleford	Footpath
70	Leader Reef Drive	Bright	Footpath
71	Leggio Road	Myrtleford	Footpath
72	Lewis Avenue	Myrtleford	Footpath
73	Long Tunnel Track	Myrtleford	Footpath
74	Lowerson Street	Myrtleford	Footpath
75	Lucknow Court	Myrtleford	Footpath
76	Lumley Drive	Bright	Footpath
77	Macaulay Grove	Myrtleford	Footpath
78	Maddison Street	Mount Beauty	Footpath
79	Margaret Drive	Tawonga South	Footpath
80	Martley Street	Porepunkah	Footpath
81	Mcgeehan Crescent	Myrtleford	Footpath
82	Monash Drive	Porepunkah	Footpath

	<b>Footpath name</b>	<b>Locality</b>	<b>Class</b>
	Moore Street	Myrtleford	Footpath
84	Morses Creek Road	Wandiligong	Footpath
85	Mount Beauty Recreation Reserve	Mount Beauty	Footpath
86	Mount Porepunkah Road	Bright	Footpath
87	Mountain Creek Road	Tawonga	Footpath
88	Mountain Mist Drive	Bright	Footpath
89	Mountbatten Avenue	Bright	Footpath
90	Mulligan Court	Bright	Footpath
91	Mummery Road	Myrtleford	Footpath
92	Myrtle Street	Myrtleford	Footpath
93	Mystery Basin Rise	Bright	Footpath
94	Mystic Lane	Bright	Footpath
95	Nelse Street	Mount Beauty	Footpath
96	Nicholson Street	Porepunkah	Footpath
97	Niela Crescent	Myrtleford	Footpath
98	Norman Court	Bright	Footpath
99	Odonnell Avenue	Myrtleford	Footpath
100	Orchard Court	Bright	Footpath
101	Park Street	Bright	Footpath
102	Park Street	Mount Beauty	Footpath
103	Pool Road	Mount Beauty	Footpath
104	Power Street	Myrtleford	Footpath
105	Prices Road	Bright	Footpath
106	Prince Street	Myrtleford	Footpath
107	Queen Street	Myrtleford	Footpath

	<b>Footpath name</b>	<b>Locality</b>	<b>Class</b>
	Railway Avenue	Bright	Footpath
109	Rangeview Drive	Myrtleford	Footpath
110	Rangeview Drive to Leggio Road Access	Myrtleford	Footpath
111	Redgum Place	Myrtleford	Footpath
112	Riverside Avenue	Bright	Footpath
113	Robert Street	Myrtleford	Footpath
114	Robertson Street	Myrtleford	Footpath
115	Roper Street	Mount Beauty	Footpath
116	Rotaract Park	Bright	Footpath
117	Rotary Drive	Bright	Footpath
118	Rotary Park	Myrtleford	Footpath
119	Ryders Lane	Tawonga	Footpath
120	Seamer Street	Porepunkah	Footpath
121	Simmonds Creek Road	Mount Beauty	Footpath
122	Simmonds Creek Road	Tawonga South	Footpath
123	Smith Street	Myrtleford	Footpath
124	Sommer Avenue	Bright	Footpath
125	Standish Street	Myrtleford	Footpath
126	Star Road	Bright	Footpath
127	Station Street	Bright	Footpath
128	Station Street	Porepunkah	Footpath
129	Swinburne Street	Myrtleford	Footpath
130	Tail Race Road	Mount Beauty	Footpath
131	Tarrengower Court	Myrtleford	Footpath
132	Tawonga Crescent	Mount Beauty	Footpath

	<b>Footpath name</b>	<b>Locality</b>	<b>Class</b>
	Tea Tree Close	Myrtleford	Footpath
134	The Track	Bright	Footpath
135	Thomas Street	Myrtleford	Footpath
136	Thompson Street	Bright	Footpath
137	Three Peaks Rise	Bright	Footpath
138	Toner Avenue	Myrtleford	Footpath
139	Toorak Road	Bright	Footpath
140	Undara Road	Myrtleford	Footpath
141	Walkers Lane	Bright	Footpath
142	Watson Court	Myrtleford	Footpath
143	Wermatong Avenue	Mount Beauty	Footpath
144	Wills Street	Bright	Footpath
145	Wood Street	Bright	Footpath
146	Woodside Court	Myrtleford	Footpath
147	Yarra Place	Myrtleford	Footpath
148	Yarrah Place to Lawrence Street Access	Myrtleford	Footpath

## Roads Maintenance Agreements

Roads (or portions of roads) for which Alpine Shire Council has agreements for road maintenance with other relevant Responsible Road Authorities.

	<b>Road name</b>	<b>Locality</b>	<b>Type</b>	<b>Agreement between</b>
1	Abbeyard Road	Dandongadale, Abbeyard	Road	DELWP and Alpine Shire Council
2	Bogong High Plains Road	Nelse, Falls Creek	Road	Parks Victoria and Alpine Shire Council
3	Buffalo River Road	Buffalo River, Dandongadale	Road	DELWP and Alpine

	<b>Road name</b>	<b>Locality</b>	<b>Type</b>	<b>Agreement between</b>
				Shire Council
4	Dargo High Plains Road	Wongungarra, Hotham Heights, Selwyn, Dargo	Road	DELWP and Alpine Shire Council
5	Dederang Recreation Reserve Road	Dederang	Road	CoM and Alpine Shire Council
6	Eurobin Creek Track	Eurobin, Porepunkah, Mount Buffalo	Road	Parks Victoria and Alpine Shire Council
7	Long Corner Creek Road	Buffalo River	Road	DELWP and Alpine Shire Council
8	Montgomery Lane	Buckland	Road	DELWP and Alpine Shire Council
9	Morses Creek Road	Wandiligong	Road	DELWP and Alpine Shire Council
10	Mount Porepunkah Road	Bright	Road	DELWP and Alpine Shire Council
11	Myrtleford Bowls Club Carpark	Myrtleford	Carpark	CoM and Alpine Shire Council
12	Snowy Creek Road	Germantown, Freeburgh	Road	DELWP and Alpine Shire Council
13	Tronoh Dredgehole Reserve Road	Harrietville	Road	CoM and Alpine Shire Council



## MINUTES

**MEETING:** Audit Committee Meeting No: 4  
**HELD:** Friday, 24 March 2017 at 9.00am  
**LOCATION:** Committee Room, Bright Office

### IN ATTENDANCE:

#### Members:

Sue Lebish, Chair  
Mark Anderson  
Jane Shepherd  
Cr Kitty Knappstein  
Cr Sarah Nicholas

#### Officers:

Dave Barry, Chief Executive Officer  
Nathalie Cooke, Director Corporate  
Will Jeremy, Manager Asset Developments  
Guy Wilkinson, Manager Corporate (Acting)  
Kirsten McDonald, Health, Safety and Risk Officer

### *Vision Statement:*

*The Alpine Shire provides outstanding opportunities  
for its residents and visitors through sustainable growth  
in balance with the natural environment.*



## AGENDA

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## 1. ACKNOWLEDGEMENT OF TRADITIONAL CUSTODIANS AND RECOGNITION OF ALL PEOPLE

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The Alpine Shire Council acknowledges the traditional owners of the land we are now on.

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.

## 2. APOLOGIES

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Sinead Ryan, Committee Member

Charlie Bird, Director Assets

## 3. DECLARATION OF CONFLICT OF INTEREST

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## 4. CONFIRMATION OF MINUTES FROM PREVIOUS MEETING

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### **RECOMMENDATION**

*That the Minutes of Audit Committee Meeting No: 3 held on 13 December 2016 be confirmed.*

*Moved: M Anderson*

*Second: J Shepherd*

*Carried*

### **Attachments**

4.1 Minutes of Audit Committee Meeting No: 3, 13 December 2016

## 5. STANDING ITEMS

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### 5.1 Progress of Action Sheet

#### INTRODUCTION

The Audit Committee action sheet is a register of all Audit Committee resolutions and requests that require a subsequent action to be implemented. This report provides an update on the progress and status of the actions.

*The Health, Safety and Risk Officer provided a verbal update on the action sheet.*

*The Committee requested that the presentation on the internal review of the Asset Development Department operations pre and post the organisational transformation process be circulated to members.*

### **RECOMMENDATION**

*That progress of the Action Sheet be noted.*

*Moved: M Anderson*

*Second: J Shepherd*

*Carried*

**ACTION**

- Circulate presentation on the internal review of the Asset Development Department operations pre and post the organisational transformation process

**Attachments**

5.1 Audit Committee Action Sheet

**5.2 Strategic Risk Progress Report**

**INTRODUCTION**

The Alpine Shire Council Risk Assessment Report 2014 was prepared at the request of the Audit Committee. The purpose of the review was to assist in determining the high risk areas within Council to assist in prioritising the controls and actions to manage the risk. This report provides an update on the progress of the outstanding actions.

*The Health, Safety and Risk officer provided a verbal update on the strategic risk report.*

*The Chief Executive Officer provided an update on the spark process alignment project which had been completed between the report being circulated and the committee meeting.*

*The Chief Executive Officer also provided the committee with his perspective on the key strategic risks for council: inability to control wage budget; relaxation of focus on capital works; not planning years in advance - future visioning; inability to manage materials and services resources and spend; inability to control financial and human resources; lack of focus on high consequence risks.*

**RECOMMENDATION**

*That progress of the Strategic Risk Progress Report be noted.*

*Moved: S Nicholas*

*Second: J Shepherd*

*That:*

*1. Progress of the Strategic Risk Progress Report be noted.*

*2. The Executive establish a plan and timeframe for undertaking a strategic risk review and report to the next Audit Committee meeting.*

*Carried*

**Attachments**

5.2 Strategic Risk Assessment Progress Report

**5.3 Business Arising from Previous Meeting**

Nil

## 6. OFFICER REPORTS

### 6.1 2017/2018 Budget Process

**Directorate:** Corporate

**Department:** Corporate

**Manager:** Manager Corporate (Acting)

**Author:** Health Safety Risk Officer

#### INTRODUCTION

The purpose of this report is to provide the Audit Committee with an overview of the budget development process for 2017/2018. There have been no major changes to the process compared to the prior year, however it is considered good governance to outline the process to the committee.

*The manager corporate provided a verbal overview of the budget process and timeframe.*

*The chief executive officer gave an overview of some of the assumptions of the budget including income, employee costs and material and services costs.*

#### **RECOMMENDATION**

*That the 2017/2018 budget development process be noted.*

*Moved: S Nicholas*

*Second: J Shepherd*

*Carried*

#### BACKGROUND

For the past three years, Council has placed greater emphasis on developing a robust budget development process. Each year the process is refined to ensure greater transparency and detail as part of developing Council's annual budget.

#### BUDGET PROCESS

The following process has commenced for development of the 2017/2018 budget:

Activity	Week Commencing
Forecast spreadsheet sent to managers for review	16/01/2017
Forecast spreadsheet returned from managers	30/01/2017
Budget spreadsheets and fee schedule sent to managers for development	06/02/2017
Completed budget spreadsheets and fee schedule returned from managers	20/02/2017
Asset renewal, strategic project pipeline and LTFP discussed with councillors	27/02/2017
Finance Committee briefed	27/02/2017
Managers present draft budgets to Executive	06/03/2017
Brief councillors on rates, valuations, landfill levy and future landfill costs	20/03/2017
Briefing to Finance Committee on asset renewal and strategic projects	27/03/2017
Final briefing to councillors on asset renewal and strategic project pipeline	27/03/2017
Briefing to Finance Committee on draft budget	17/04/2017

Activity	Week Commencing
Final briefing to Council on draft budget, LTFP and rating strategy	17/04/2017
Adopt draft budget	01/05/2017
Submissions on draft budget open	15/05/2017
Draft budget submissions close	12/06/2017
Council hear submissions	19/06/2017
Special Council meeting to adopt final budget	26/06/2017

## **Budget Development**

### *Internal Departmental Budget Development*

Managers are required to develop their budgets from first principles. A spreadsheet listing only end of year forecast data and relevant master accounts relating to services and projects provided by Council is circulated to managers for development of departmental budgets.

Once complete the spreadsheets are reviewed by the finance team and consolidated to generate the budgeted financial statements.

This year the process has included a realignment of the chart of accounts as Council transition to the new accounting protocol in Xero.

### *Council Briefings*

Council is briefed on the various components of the draft budget and has an opportunity to provide suggestions and request changes. Once the budgeted financial statements are prepared, a final 'budget document' is provided to Council for review prior to it adopting the draft and seeking public submissions.

### *Public submissions*

Public submissions are important to ensure the budget is developed in line with community expectations. Any submission received is reviewed and presented to Council for consideration. Submissions may or may not be included in the final budget depending on a number of factors but usually due to availability of funds or if appropriate planning and detailed design work has been carried out.

## **Long Term Financial Plan**

In 2014 Council adopted its first Long Term Financial Plan (LTFP) for the year ended 30 June 2015.

The LTFP provides a forecast for the next ten years as to what Council expects to spend on capital works, employee costs and what its cash balance will be. It has played an important role in Council's decision making process relating to capital works and grant applications.

The LTFP also ensures Council is operating in a financially sustainable manner. Council's last LTFP forecast rate capping to be implemented and included a 2.5% rate increase only. This has meant that Council does not need to make any changes to its business operations to accommodate the introduction of rate capping.

## KEY IMPLICATIONS

### **Legislative Issues**

Compliance with the *Local Government Act 1989* (the Act).

The Act requires Council to:

- adopt a budget by 30 June each year (section 130);
- adopt a strategic resource plan (SRP) by 30 June each year (section 126); and
- give public notice of the prepared budget (section 129).

### **Risk Management**

Identified Risk	Risk Likelihood (H,M,L)	Impact of Risk (H,M,L)	Strategy to Manage Risk
Budget not adopted on time	L	L	<ul style="list-style-type: none"> <li>• A forward plan has been developed to ensure budget is adopted by 30 June</li> </ul>
Cash spent exceeds cash received	L	H	<ul style="list-style-type: none"> <li>• The budget is developed on a cash neutral basis.</li> <li>• Where it is identified that cash out exceeds cash in, managers are requested to revise their budget.</li> <li>• To accommodate large projects there may be exceptions in some years to the cash neutral rule; however the LTFP would be prepared on a cash neutral basis for the relevant years.</li> </ul>
Budget not developed in accordance with legislation	L	L	<ul style="list-style-type: none"> <li>• The Local Government finance network (FinPro) commissions development of a model financial budget which Councils are required to follow. This ensures the budget is prepared in accordance with legislation.</li> </ul>

## COUNCIL PLAN AND KEY STRATEGIC PLAN LINKS

Council Plan 2013-2017 (2016 Review)	
<i>Theme: Performance Focused Organisation</i>	
Strategic Objective 5.2	To manage resources well to ensure sustainability.
Audit Committee Charter	
Clause 5.1	Financial report
Clause 5.7	Compliance

## CONCLUSION

The budget development process is an important control to ensure financial responsibility of Council and each department. Council employs a robust process to ensure community funds are expended appropriately and the Finance Committee has endorsed this process.

## DECLARATION OF CONFLICT OF INTEREST

Under Section 80C of the *Local Government Act 1989*, the following officers declare that they have no interest to disclose in providing this report.

- Director Corporate
- Manager Corporate (Acting)
- Health Safety Risk Officer

### **Attachments**

Nil

## 6.2 Local Government Performance Reporting Framework: 2016/2017 Quarter 2 Results

**Directorate:** Corporate

**Department:** Corporate

**Manager:** Manager Corporate (Acting)

**Author:** Health Safety Risk Officer

### INTRODUCTION

This report provides Council's results against the Service Performance Indicators of the Local Government Reporting Framework (LGPRF) to the end of Quarter 2, 2016/2017,

*The Health, Safety and Risk Officer provided an overview of the Framework and Council's results to end of 2016/2017 quarter 2.*

*The Committee discussed the option of looking to trend data for future reporting.*

### **RECOMMENDATION**

*That the 2016/2017 Quarter 2 results for the Service Performance Indicators of the Local Government Performance Reporting Framework be noted.*

*Moved: J Shepherd*

*Second: S Nicholas*

*Carried*

### BACKGROUND

The LGPRF is made up of service performance, sustainable capacity and financial capacity measures.

From these, a selection of the service performance (highlighted green in Attachment 6.2 to this report) and all of the sustainable capacity and financial capacity measures make up the Performance Statement. It is the Performance Statement that the Audit Committee is asked to 'sign off on' each year which then forms part of the financials section of Council's Annual Report.

A selection of the service performance measures are reported quarterly to Council as they are indicators in the Council Plan. The full suite of indicators must be included in Council's Annual Report.

### Q2 2016/17 SERVICE PERFORMANCE RESULTS

Council's results to 31 December 2016 for all service performance measures are outlined in Attachment 6.2. For comparison purposes, the table in the attachment also shows the final results for 2015 and 2016 and the results for quarter 1 2016/2017.

### KEY IMPLICATIONS

#### **Legislative Issues**

Compliance with:

- section 131 of the Local Government Act 1989; and
- part 4 of the Local Government (Planning and Reporting) Regulations 2014.

## Risk Management

Identified Risk	Risk Likelihood (H,M,L)	Impact of Risk (H,M,L)	Strategy to Manage Risk
Non-compliance with measures of the LGPRF	L	L	<ul style="list-style-type: none"> <li>A forward plan has been developed to ensure budget is adopted by 30 June</li> </ul>

## COUNCIL PLAN AND KEY STRATEGIC PLAN LINKS

Council Plan 2013-2017 (2016 Review)	
<i>Theme: Performance Focused Organisation</i>	
Strategic Objective 5.4	To ensure a high standard of governance
Audit Committee Charter	
Clause 5.3	Risk management
Clause 5.7	Compliance
Clause 5.8	Reporting responsibilities
Clause 5.9	Other responsibilities

## CONCLUSION

Results as at 31 December 2016 are generally positive and for the majority of measures the results appear to be consistent with or better than previous years.

## DECLARATION OF CONFLICT OF INTEREST

Under Section 80C of the *Local Government Act 1989*, the following officers declare that they have no interest to disclose in providing this report.

- Director Corporate
- Manager Corporate (Acting)
- Health Safety Risk Officer

## **Attachments**

6.2 2016/2017 Quarter 2 LGPRF Results - **CONFIDENTIAL**



### 6.3 Ombudsman Report: Investigation into the Transparency of Local Government Decision Making

**Directorate:** Corporate

**Department:** Corporate

**Manager:** Manager Corporate (Acting)

**Author:** Health Safety Risk Officer

#### INTRODUCTION

This report provides an overview of Council's compliance with the recommendations of the Ombudsman's report *Investigation into the Transparency of Local Government Decision Making* tabled in Parliament in December 2016.

*The Health, Safety and Risk Officer provided an overview of the Ombudsman's recommendations and how Council's current processes and procedures comply.*

#### **RECOMMENDATION**

*That the report be noted.*

**Moved:** M Anderson

**Second:** S Nicholas

**Carried**

#### BACKGROUND

The Victorian Ombudsman, Deborah Glass OBE notes that almost 25 percent of jurisdictional complaints are about local government and that the current investigation arose from a single complaint about a decision made in a closed council meeting.

The investigation included a survey of all 79 councils, meetings with local government peak bodies, councillors, CEO's and governance officers as well as a detailed examination of the processes employed by 12 focus councils. Alpine Shire Council was one of the 12 focus councils.

The report made six recommendations, five of which were directed to the Victorian Government and Local Government Victoria and one (recommendation 6) which was directed to local councils.

Councils compliance with or comment on those recommendations is outlined in attachment 6.3.

#### FINDINGS

The Ombudsman's investigation found:

- "an active and ongoing commitment to transparency is critical to good governance";
- "measuring the transparency of a council's decision making is complex";
- "the Act allows councils to utilise a diverse range of decision making structures";
- "examples of council's ..... failing to give sufficient attention to transparency or to balance it appropriately with the need for efficiency";
- "consistent guidance is needed for all councils ..... on the key processes underpinning transparency.....";

#### KEY IMPLICATIONS

##### **Legislative Issues**

Compliance with the *Local Government Act 1989*.

## COUNCIL PLAN AND KEY STRATEGIC PLAN LINKS

### **Council Plan 2013-2017 (2016 Review)**

*Theme: Performance Focused Organisation*

Strategic Objective 5.4

To ensure a high standard of governance

### **Audit Committee Charter**

Clause 5.3

Risk management

Clause 5.7

Compliance

## CONCLUSION

Of the six Ombudsman recommendations, only one, recommendation 6, requires Council consideration and action particularly in relation to special committees. Council is required by section 86 of the *Local Government Act 1989* to review its one special committee before October 2017 and as part of this review consideration will be given to publishing information about the committee on Council's website.

## DECLARATION OF CONFLICT OF INTEREST

Under Section 80C of the *Local Government Act 1989*, the following officers declare that they have no interest to disclose in providing this report.

- Director Corporate
- Manager Corporate (Acting)
- Health, Safety, Risk Officer

## **Attachments**

6.3.1 Summary of Compliance: Victorian Ombudsman, Investigation into the Transparency of Local Government Decision Making, December 2016

6.3.2 Extract: Victorian Ombudsman, Investigation into the Transparency of Local Government Decision Making, December 2016

## 6.4 JMAPP Audit Ranking 2014-2016

**Directorate:** Corporate

**Department:** Corporate

**Manager:** Manager Corporate (Acting)

**Author:** Health Safety Risk Officer

### INTRODUCTION

Council's property assets are insured under the JLT Municipal Asset Protection Plan Discretionary Trust Arrangement (JMAPP) and every 2 years JLT undertake a JMAPP property risk management audit. Council's 2014-2016 audit was conducted on Friday 8 July 2016. The preliminary audit results were reported to the Audit Committee at its meeting in July 2016. This report provides an overview of Council's ranking within the State and North Central Region.

*The Health Safety and Risk Officer provided an overview of the JMAPP audit that was undertaken in July 2016, Council's results and the Council's ranking in the North Central region and the State. The Committee acknowledged the improvement in Council's ranking and that the audit recommendations are being monitored through the Committee's action sheet.*

### **RECOMMENDATION**

***That the report be noted.***

***Moved: J Shepherd***

***Second: S Nicholas***

***Carried***

### BACKGROUND

The 2014-2016 audit examined the effectiveness of Council's property risk management and comprised four sections:

1. JMAPP asset inspections
2. Asset records and incident investigation
3. Asset risk management practices
4. Business Continuity management

The audit is performance scored against the criteria of the audit questions and an overall percentage score is given which reflects the Council's performance. A percentage score below 50% results in a council's performance being presented to the JMAPP Committee for discussion and consideration of follow-up actions.

### FINDINGS

The preliminary results of Council's audit, as previously reported in July 2016, were confirmed in the final report. That is, Council scored 125 out of a possible 180 points resulting in an audit score of 69%. This was an increase on the 2012-2014 audit score of 55%.

The audit rankings report indicates that Council, with a score of 69%:

- is ranked =48 in the state out of 66 councils audited;
- falls within the bottom third of State rankings;
- is ranked 9 in the North central rural region out of 16 councils.

This is a favourable result in comparison with the 2012-2014 rankings.

In addition Council scored 100% for its property risk (JMAPP) inspections up on the 2012-2014 result of 44% and 36% for business continuity an increase on the 2012-2014 score of 21%. These are the only two directly comparable audit components.

	JMAPP Inspections	Business Continuity	Final Score	Region Ranking	State Ranking
2012-2014	44%	21%	55%	17*	67
2014-2016	100%	36%	69%	9	=48

\* lowest regional score

## KEY IMPLICATIONS

### **Legislative Issues**

Compliance with Section 76A of the *Local Government Act 1989* which requires Council to take out and maintain insurance.

### **Risk Management**

Identified Risk	Risk Likelihood (H,M,L)	Impact of Risk (H,M,L)	Strategy to Manage Risk
Increased insurance premiums	M	M	<ul style="list-style-type: none"> <li>• Prioritise and implement JMAPP audit recommendations</li> </ul>
Cancellation of insurance on individual assets	L	M	<ul style="list-style-type: none"> <li>• Regular asset inspections</li> <li>• Prioritise and action defects</li> </ul>

## COUNCIL PLAN AND KEY STRATEGIC PLAN LINKS

Council Plan 2013-2017 (2016 Review)	
<i>Theme: Performance Focused Organisation</i>	
Strategic Objective 5.4	To ensure a high standard of governance

Audit Committee Charter	
Clause 5.3	Risk management
Clause 5.7	Compliance

## CONCLUSION

Council's results in the JMAPP Property Risk Management Audit Report 2014-2016 show continuous improvement in this space on the basis of Council's results but also Council's regional and state ranking. The actions from the audit are captured and are being programmed for action and being monitored through the Committee's action sheet.

## DECLARATION OF CONFLICT OF INTEREST

Under Section 80C of the *Local Government Act 1989*, the following officers declare that they have no interest to disclose in providing this report.

- Director Corporate
- Manager Corporate (Acting)
- Health, Safety, Risk Officer

## **Attachments**

### 6.4 JMAPP Audit Rankings and Statistics 2014-2016

## 6.5 Audit Committee Charter Review

**Directorate:** Corporate

**Department:** Corporate

**Manager:** Manager Corporate (Acting)

**Author:** Health Safety Risk Officer

### INTRODUCTION

The purpose of this report is to review the Audit Committee Charter according to clause 5.9 of the Charter and the Committee's action sheet.

The Charter must be reviewed every two years and was last reviewed in March 2015.

*The Health, Safety and Risk Officer outlined the requirement to review the Committee's charter every two years.*

*The Committee discussed the proposed changes to the charter and requested minor changes to sections 3.4 and 5.2.*

### RECOMMENDATION

*That the revised Audit Committee Charter 2017 be endorsed for Council adoption.*

**Moved:** M Anderson

**Second:** J Shepherd

**That:**

**1. That the revised Audit Committee Charter 2017 be amended at section:**

- **3.4 to include reference to the Local Government Act 1989 in dot point two; and**
- **5.2 to include reference to financial systems in addition to financial reporting.**

**2. That the amended revised Audit Committee Charter 2017 be endorsed for Council adoption.**

**Carried**

### BACKGROUND

The current Audit Committee Charter was reviewed in 2015 and aligned with Local Government Victoria's Audit Committees: A Guide to Good Practice Guide for Local Government, January 2011.

The Health, Safety and Risk Officer has reviewed the charter against the guide and other local government audit committees charters as well as addressing governance issues that have arisen over the past two years eg. what constitutes a quorum.

### REVIEW CHANGES

The charter has been updated to generally improve structure and wording and also to provide greater clarity in some sections. The following changes are recommended:

#### *Purpose*

- Strengthened to identify legislated establishment of committee and clearly identify the committee's purpose.

#### *Authority*

- Provide clarity around the extent of authority of the committee.

#### Membership

- Renamed from composition.
- Provided structure through sub-headings.
- Included recruitment and appointment and remuneration provisions.

#### Meetings

- Provided structure through sub-headings
- Provided additional information around frequency, timing and facilitation of meetings
- Included quorum, conflict of interest and confidentiality and disclosure provisions

### KEY IMPLICATIONS

#### **Legislative Issues**

Compliance with section 139 of the *Local Government Act 1989*.

Alignment with Audit Committees: A Guide to Good Practice Guide for Local Government, January 2011.

#### **Risk Management**

Identified Risk	Risk Likelihood (H,M,L)	Impact of Risk (H,M,L)	Strategy to Manage Risk
Non-compliance with the Charter due to lack of review	L	L	<ul style="list-style-type: none"> <li>• Review charter every two years</li> </ul>
Audit Committee not carrying out its roles and responsibilities as detailed in the Charter.	M	L	<ul style="list-style-type: none"> <li>• Committee action sheet maintained to ensure committee is carrying out its responsibilities</li> </ul>

### COUNCIL PLAN AND KEY STRATEGIC PLAN LINKS

Council Plan 2013-2017 (2016 Review)	
Theme: Performance Focused Organisation	
Strategic Objective 5.4	To ensure a high standard of governance

Audit Committee Charter	
Clause 5.3	Risk management
Clause 5.7	Compliance
Clause 5.8	Reporting responsibilities
Clause 5.9	Other responsibilities

### CONCLUSION

The current 2015 Audit Committee Charter is generally in line with Local Government Victoria's guideline Audit Committees: A Guide to Good Practice Guide for Local Government, January 2011, however the current review has provided the opportunity to provide greater clarity for Council and the Committee on the purpose and authority of the Committee and to also provide greater administration clarity. The recommended changes should be adopted to strengthen the Audit Committee and to ensure Council's expectations are clear.

DECLARATION OF CONFLICT OF INTEREST

Under Section 80C of the *Local Government Act 1989*, the following officers declare that they have no interest to disclose in providing this report.

- Director Corporate
- Manager Corporate (Acting)
- Health, Safety, Risk Officer

**Attachments**

6.5 Audit Committee Charter DRAFT 2017

## 6.6 Health and Safety Report

**Directorate:** Corporate

**Department:** Corporate

**Manager:** Manager Corporate (Acting)

**Author:** Health Safety Risk Officer

### INTRODUCTION

The purpose of this report is to provide the Audit Committee with an overview of Council's performance in regards to health and safety matters. A detailed confidential report has been prepared and will be circulated separately to the agenda.

*The Health, Safety and Risk Officer outlined the Health and Safety statistics for the reporting period.*

*The Committee noted that the lost time injury report was positive in that there were several months with no lost time injuries.*

### **RECOMMENDATION**

*That the Confidential 2016/2017 Year to Date 28 February 2017 Health and Safety Report be endorsed for Council adoption.*

*Moved: K Knappstein*

*Second: S Nicholas*

*Carried*

### BACKGROUND

Alpine Shire Council is committed, so far as is reasonably practical, to ensuring the health, safety and wellbeing of all employees, contractors, volunteers and community members while participating in business or undertakings on its behalf.

#### *Employee Health and Safety - Register of Events*

A total of 14 employee health and safety events were reported during the period 1 December 2016 to 28 February 2017: 3 hazards; 2 incidents; 8 injuries; and 1 near miss.

Reporting for this period is reasonably consistent with previous years.

#### *Health and Safety Representation*

The Health and Safety Committee did not meet during the period due to the injury of the coordinator of the committee the Health, Safety and Risk Officer.

#### *Training, Education and Awareness*

Traditionally training is kept to an absolute minimum during the summer months due to Council's other priorities, particularly in the Asset Maintenance area. As a result limited health and safety training was undertaken primarily focussed on ensuring currency of mandatory requirements such as first aid/CPR and traffic management.

#### *Employee Health*

Biannual audiometric testing of employees in the Asset Maintenance and Facilities departments was undertaken in February 2017



### *WorkCover Claims*

One new WorkCover claim was lodged during the period December to February but had not been accepted as at 28 February 2017.

Four claims were active and ongoing at the start of the reporting period with three of those completed and one ongoing.

A focus in the WorkCover space has been on manual handling practices of injured workers and this focus will continue with training scheduled mid-2017.

### KEY IMPLICATIONS

#### **Legislative Issues**

Compliance with *Occupational Health and Safety Act 2004*

Compliance with *Occupational Health and Safety Regulations 2007*

#### **Risk Management**

Identified Risk	Risk Likelihood (H,M,L)	Impact of Risk (H,M,L)	Strategy to Manage Risk
WorkCover claims management	H	H	<ul style="list-style-type: none"> <li>Engage external consultant for claims advice, support and management.</li> <li>Ensure return to work coordinators trained.</li> <li>Regular reporting to Executive.</li> </ul>
Health and safety management	H	H	<ul style="list-style-type: none"> <li>Further develop and enhance the safety system framework.</li> <li>Increase attendance at HS Committee.</li> <li>Provide health and safety training to staff.</li> </ul>
Public liability management	M	L	<ul style="list-style-type: none"> <li>Ensure appropriate insurance coverage.</li> <li>Maintain customer request system.</li> <li>Increase reporting to Executive.</li> </ul>

### COUNCIL PLAN AND KEY STRATEGIC PLAN LINKS

Council Plan 2013-2017 (2016 Review)	
<i>Theme 5: Performance Focused Organisation</i>	
Strategic Objective 5.3	To support people and business practices
Strategic Objective 5.4	To ensure a high standard of governance
2016/17 Budget	
Section 2.5	Performance focused organisation
Audit Committee Charter	
Clause 5.3	Risk management
Clause 5.7	Compliance
Clause 5.8	Reporting Responsibilities

### CONCLUSION

The 2016/2017 Year to Date 28 February 2017 Health and Safety Report indicates that employee reporting of health and safety events is consistent with previous years. A focus for the balance of the 2017 will be on employee representation and manual handling.

DECLARATION OF CONFLICT OF INTEREST

Under Section 80C of the *Local Government Act 1989*, the following officers declare that they have no interest to disclose in providing this report.

- Health, Safety and Risk Officer

**Attachments**

- 6.6 2016/2017 Year to Date 28 February 2017 Health and Safety Report –  
**CONFIDENTIAL**

## 7. FOR INFORMATION ONLY

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### 7.1 2016/2017 Quarter 2 Finance Report

Refer Attachment 7.1

*Committee members raised various questions regarding balance sheet variances (including provision for landfill and Dinner Plain reserve), and the format and extent of reporting being presented to the Committee.*

### 7.2 2016/2017 Quarter 2 Purchasing Spot Audit

The payments are selected using the random number function in excel to allocate a number between 1 and the total number of payments for the quarter. The payments that have been allocated a number between 1 and 10 are the ones chosen for the audit.

Refer Attachment 7.2

## 8. GENERAL BUSINESS

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*The Chair, S Lebish, advised the Committee that this was the Chief Executive Officer, Dave Barry's, last meeting and thanked him for sharing his vast knowledge and assisting the Committee and wished him well in the future on behalf of the Committee.*

## 9. NEXT MEETING

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Friday 26 May 2017 at 9.30am

## 10. ATTACHMENTS

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- 4.1 Minutes of Audit Committee Meeting No: 3, 13 December 2016
- 5.1 Audit Committee Action Sheet
- 5.2 Strategic Risk Assessment Progress Report
- 6.2 2016/2017 Quarter 2 LGPRF Results - **CONFIDENTIAL**
- 6.3.1 Summary of Compliance: Victorian Ombudsman, Investigation into the Transparency of Local Government Decision Making, December 2016
- 6.3.2 Extract: Victorian Ombudsman, Investigation into the Transparency of Local Government Decision Making, December 2016
- 6.4 JMAPP Audit Rankings and Statistics 2014-2016
- 6.5 Audit Committee Charter DRAFT 2017
- 6.6 2016/2017 Year to Date 28 February 2017 Health and Safety Report – **CONFIDENTIAL**
- 7.1 2016/2017 Quarter 2 Finance Report
- 7.2 2016/2017 Quarter 2 Purchasing Spot Audit Results

## 11. MEETING CLOSE

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The meeting closed at 10.20am



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# AUDIT COMMITTEE CHARTER

ALPINE SHIRE COUNCIL

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### Document Control

<b>Charter Number:</b> 001	<b>Status:</b>	
<b>Approved by:</b> Council	<b>Date approved/adopted:</b>	<b>Next review date:</b> 31/03/2019
<b>Department:</b> Corporate	<b>Contact person:</b> Manager Corporate	

### Revision Record

<b>Review Date:</b>	<b>Version:</b>	<b>Revision description (reasons for review and changes made)</b>
24/01/11	1.0	Minor changes to wording
01/02/11	1.1	Adopted 01/02/11
6/2/15	1.2	Minor changes to wording
16/03/2017	1.3	Changes to format and design Minor changes to wording Strengthening of purpose Improved clarity of authority Inclusion of membership recruitment, appointment and remuneration provisions Inclusion of meeting quorum, conflict of interest and disclosure of information provisions
02/05/2017	2.0	

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# 1 Purpose

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The audit committee has been established by the Alpine Shire Council as an independent advisory Committee to the Council under section 139(1) of the *Local Government Act 1989*.

The primary purpose of the audit committee is to assist the Alpine Shire Council in the effective conduct of its responsibilities for:

- financial reporting;
- management of risk;
- business continuity;
- maintaining a reliable system of internal controls; and
- facilitating the organisation's ethical development.

# 2. Authority

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The audit committee is a formally appointed committee of the Alpine Shire Council and is responsible to Council. The audit committee is responsible for discharging its responsibilities under this Charter, which has been approved by Council.

The audit committee has the responsibility to regularly report to Council and provide appropriate advice and recommendations on matters relevant to its Charter in order to facilitate decision-making by Council in relation to the discharge of its responsibilities.

The audit committee has authority to:

- seek resolutions to any disagreements between management and the external auditors on financial reporting;
- auditing and financial accountability issues; and
- set the audit plan.

The Audit Committee does not have:

- executive powers;
- authority to implement actions in areas over which management has responsibility;
- any delegated financial responsibility; and
- any management functions and is therefore independent of management.

The Audit Committee can choose at its discretion to meet in camera with the internal and external auditors.

Within the scope of its responsibilities the audit committee may seek information or obtain expert advice on matters of concern through the Chief Executive Officer including access to councillors, management, Council staff and other parties if required.

## 3. Membership

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### 3.1 Composition

- The Audit Committee will consist of a minimum of five members:
  - Two councillors nominated by Council; and
  - Three or more independent persons.
- The majority of Audit Committee members must be independent members.
- Council may nominate an alternate member to substitute for either of the two councillors.

### 3.2 Member Knowledge and Skills

- Independent members should possess knowledge and skills in the following areas:
  1. Accounting and Finance;
  2. Audit;
  3. Risk;
  4. Governance; or
  5. Compliance; and
  6. One member must be experienced in the finance and accounting area.

### 3.3 Recruitment and Appointment

- Recruitment of independent members will be by way of publicly seeking expressions of interest.
- The evaluation of potential independent members will be undertaken by the Mayor, the Chief Executive Officer and the Director Corporate.
- The evaluation panel will take into account the experience of candidates against the member knowledge and skills criteria in this Charter and a recommendation for appointment will be made to Council.
- The Alpine Shire Council will appoint all audit committee members.
- Independent members will be appointed for a three year term.

### 3.4 Committee Chair

- The chair of the audit committee must be an independent member.
- The chair must have suitable qualifications in line with the member knowledge and skills criteria in this Charter and as required by section 139 (2A) of the *Local Government Act 1989*.
- The Audit Committee will nominate and recommend to Council a chair each year.
- The Alpine Shire Council will formally appoint the Audit Committee Chair.
- In the absence of the appointed chair at an audit committee meeting, the meeting will appoint an acting chair from the independent members present.

### 3.5 Remuneration

- Remuneration by way of a meeting attendance fee, determined by Council, will be paid to each independent member of the Audit Committee.



## 4. Meetings

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### 4.1 Frequency and Timing

- The audit committee will meet a minimum of four times a year.
- The frequency and timing of meetings will be developed and agreed to by the audit committee each year.
- The audit committee has the authority to convene additional meetings, as circumstances require.

### 4.2 Attendance

- All audit committee members are expected to attend each meeting, in person or through teleconference or video conference.

### 4.3 Quorum

- A quorum will be a simple majority of the members with at least one councillor member present.

### 4.4 Conflict of Interest

- The chair will call for a declaration of conflict of interest at each meeting.
- The nature of independence with regard to an independent member is a person with no operating responsibilities within the Alpine Shire Council, its' management structure nor any association with the Alpine Shire Council.

Associations refer to commitments and provision of paid services to the Alpine Shire Council. Association does not refer to the receipt of remuneration paid to independent members of this committee.

- Being a ratepayer of the Alpine Shire Council does not, of itself, give rise to a conflict of interest. The overriding principle is to have the audit committee approach its tasks objectively, to maintain its independence and also to be seen to be independent.

### 4.5 Confidentiality and Disclosure

- Information not publicly available contained in agenda papers as well as information provided as a result of the audit committee's deliberations must be maintained as confidential.
- The information should not be disclosed outside of the audit committee membership or Council

### 4.6 Facilitation of Meetings

- To facilitate the operation of the audit committee, the Chief Executive Officer has responsibility to provide secretariat services to the audit committee
- The Chief Executive Officer will facilitate the meetings of the audit committee through the provision of officer advice in respect of matters before the audit committee and invite members of management, auditors or others to attend meetings to provide pertinent information, as necessary.
- Meeting agendas will be prepared and provided at least one week in advance to members, along with appropriate briefing materials.
- Minutes will be prepared.

## 5. Responsibilities

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The audit committee will carry out the following responsibilities:

### 5.1 Financial Report

- Review significant accounting and reporting issues, including complex or unusual transactions and highly judgemental areas, and recent accounting, professional and regulatory pronouncements and legislative changes, and understand their effect on the financial report.
- Review with management and the external auditors the results of the audit, including any difficulties encountered.
- Review the annual financial report, and consider whether it is complete, consistent with information known to audit committee members, and reflects appropriate accounting principles.
- Review with management and the external auditors all matters required to be communicated to the audit committee under the Australian Auditing Standards.

### 5.2 Internal control

- Understand the scope of internal and external auditors' review of internal controls over financial systems and reporting, and obtain reports on significant findings and recommendations, together with management's responses.

### 5.3 Risk management

- Monitor the systems and process via the Alpine Shire Council's risk profile to ensure that material operational risks to the LGE are dealt with appropriately.
- Monitor the process of review of the Alpine Shire Council's risk profile.
- Consider the adequacy of actions taken to ensure that the material business risks have been dealt with in a timely manner to mitigate exposures to the Alpine Shire Council.

### 5.4 Business continuity

- Monitor processes and practices of the Alpine Shire Council to ensure for effective business continuity.

### 5.5 Internal audit

- Review with management and the internal auditor the charter, activities, staffing, and organisational structure of the internal audit function.
- Review and recommend the annual audit plan for approval by the Alpine Shire Council and all major changes to the plan.
- Monitor processes and practices to ensure that the independence of audit function is maintained.
- As part of the audit committee's annual assessment of performance determine level of satisfaction with internal audit function having consideration of the Institute of Internal Auditors' International Standards for the Professional Practice of Internal Auditing.
- Ensure the internal auditor's annual plan is linked with and covers the material business risks.

- Provide an opportunity for the audit committee to meet with the internal auditor to discuss any matters that the audit committee or internal auditor believes should be discussed privately.

## **5.6 External audit**

- Note the external auditor's proposed audit scope and approach, including any reliance on internal auditor activity.
- Provide an opportunity for the Audit Committee to meet with the external auditors, to discuss any matters that the audit committee or the external auditors believe should be discussed privately.

## **5.7 Compliance**

- Review the systems and processes to monitor effectiveness of the system for monitoring compliance with legislation and regulations and the results of management's investigation and follow-up (including disciplinary action) of any instances of non-compliance.
- Keep informed of the findings of any examinations by regulatory agencies and any auditor (internal or external) observations and monitor management's response to these findings.
- Obtain regular updates from management about compliance matters.

## **5.8 Reporting responsibilities**

- Report regularly to the Alpine Shire Council about audit committee activities, issues, and related recommendations through circulation of minutes and annual report. Additional updates may be appropriate should issues of concern arise.
- Monitor that open communication between the internal auditor, the external auditors, and the Alpine Shire Council occurs.
- Report annually to stakeholders, describing the audit committee's composition, responsibilities and how they were discharged, and any other information required by regulation, including approval of non-audit services.
- Consider the findings and recommendations of relevant Performance Audits undertaken by the Victorian Auditor-General and to ensure the Alpine Shire Council implements relevant recommendations.

## **5.9 Other responsibilities**

- Perform other activities related to this charter as requested by the Alpine Shire Council.
- Review and assess the adequacy of the audit committee charter every second year, requesting Alpine Shire Council approval for proposed changes, and ensure appropriate disclosure as might be required by legislation or regulation.
- Confirm annually that all responsibilities outlined in this charter have been carried out.
- Evaluate the audit committee's performance annually.

## 6. Approval

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.....  
COUNCILLOR

.....  
COUNCILLOR

.....  
CHIEF EXECUTIVE OFFICER  
**Dave Barry**



# Alpine Shire

## **Alpine Shire Council Quarterly Report**

**1 January – 31 March 2017**

**Presented to Ordinary Council Meeting – 2 May 2017**

# Alpine Shire Council Plan 2013-2017 (review 2016) – Progress Report

1 January – 31 March 2017

## Theme 1: Inspired community leadership

*"Council values effective community advocacy and partnerships"*

### Preparation of new Council Plan

Council completed preparation of the draft Council Plan 2017-2021, ready for public exhibition at the April Council meeting (in Q4). Council invites the public to make submissions regarding the plan.

Proposed 2016/17 Activity	Major initiative?	Progress to 31 March 2017	Activity / Indicator
<b>Strategic Objective 1.1: Effectively communicate and engage with Stakeholders</b>			
<i>Strategy 1.1.1: Regularly inform and involve our community</i>			
Transition Myrtleford, Mount Beauty and Bright libraries to Council from High Country Library Corporation with a focus on customer service and process improvement.	Yes	Complete and operational. No notable operational or service disruption.	Activity
Continue to trial participative budgeting techniques.	No	Not commenced. Public submissions will be invited on the draft Council Budget in Q4.	Activity
<i>1b. Consultation and engagement: Community satisfaction rating out of 100 with the consultation and engagement efforts of Council</i>		60	Indicator
<b>Strategic Objective 1.2: Advocate on behalf of and represent stakeholders on key issues</b>			
<i>Strategy 1.2.1: Advocate for beneficial community outcomes</i>			
Strategically lobby and network with key decision makers to positively influence funding applications and opportunities.	No	Council continues to meet with key industry, organisations and government to identify and pursue common goals and issues.	Activity
<i>1c. Attendance: Percentage of attendance at ordinary and special council meetings by Councillors</i>		93%	Indicator
<b>Strategic Objective 1.3: Provide exceptional emergency response and recovery services</b>			
<i>Strategy 1.3.1: Proactively manage emergency response and recovery</i>			
No activities			
<i>Service Standard: Successful audit of the Municipal Emergency Management Plan</i>		Completed November 2015.	Indicator

## Theme 2: Enhancing the environment and liveability

*"An environment managed for now and the future"*

Proposed 2016/17 Activity	Major initiative?	Progress to 31 March 2017	Activity / Indicator
<b>Strategic Objective 2.1: Provide and maintain quality parks, gardens and natural environment</b>			
<i>Strategy 2.1.1: Use sustainable practices to manage open spaces</i>			
Undertake Council's tree planting and maintenance programs.	No	Commenced and ongoing.	Activity
Service Standard: Completion of the Victorian Adaptation and Sustainability Partnership project to make Council's open spaces more sustainable		Showcase gardens have been completed, with signage due to be installed in Q4. The Community Plant Guide will be available on Council's website by the end of the financial year.	Indicator
<b>Strategic Objective 2.2: Improve the quality of the built environment and amenity</b>			
<i>Strategy 2.2.1: Minimize the impact of Council services on environmental amenity of the community</i>			
Develop and implement a holistic strategy for the collection, transfer and disposal of waste, recyclables and green/organic waste.	Yes	Work on waste strategy in progress	Activity
6a. Satisfaction: Number of kerbside bin collection requests per 1,000 kerbside bin collection households		68.42	Indicator
6b. Service Standard: Number of kerbside collection bins missed per 10,000 scheduled kerbside collection bin lifts		4.36	Indicator
6c. Service cost Direct cost of the kerbside garbage bin collection service per kerbside garbage collection bin		Reported at end of financial year	Indicator
6c. Service cost Direct cost of the kerbside recyclables collection service per kerbside recyclables collection bin		Reported at end of financial year	Indicator
<i>Strategy 2.2.2: Control development to protect the environment</i>			
No activities			
2a. Timeliness: Median number of days between receipt of a planning application and a decision on the application		47	Indicator
2b. Service Standard: Percentage of planning application decisions made within 60 days		76%	Indicator

Proposed 2016/17 Activity	Major initiative?	Progress to 31 March 2017	Activity / Indicator
2c. Service Cost: Direct cost to council of the statutory planning service per planning application		Reported at end of financial year	Indicator
2d. Decision Making: Percentage of planning application decisions subject to review by VCAT that were not set aside		Nil	Indicator
<b>Strategic Objective 2.3: Improve the condition and management of Council's assets</b>			
<i>Strategy 2.3.1: Manage Council assets to ensure sustainability</i>			
Implement stage one of the Asset Management System to provide greater detail on how Council manages its assets and centralising asset maintenance, finance and valuation requirements.	No	Tender documentation is being finalised for issue at the end of April.	Activity
4b. Condition: Percentage of sealed local roads that are below the renewal intervention level set by council and not requiring renewal		99%	Indicator
4c. Service Cost: Direct reconstruction cost to council per square metre of sealed local roads reconstructed		Reported at end of financial year	Indicator
4c. Service Cost: Direct resealing cost to council per square metre of sealed local roads resealed		Reported at end of financial year	Indicator
<b>Strategic Objective 2.4: Reduce Council's ecological footprint</b>			
<i>Strategy 2.4.1: Reduce impact of Council's operations on the environment</i>			
Cease landfill operations and transition to a landfill diversion strategy.	Yes	Tender being let for diversion of waste. Contract will be awarded in April 2107	Activity
Timeliness: Conduct energy and water audit		The audit of open spaces was completed, and is being used to identify areas to reduce water usage. An irrigation audit of the river precinct in Bright has recently been completed. The audit highlighted major and minor improvements needed in irrigation infrastructure.	Indicator



## Theme 3: Strengthening the community

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*"A community supported to be healthy, active and involved"*

### Brighten the Park

An invitation was extended to young people across the Shire to "Brighten the Park", which was an initiative to refurbish an amenities building at Apex Park in Myrtleford and install a street art piece. Young people were involved in workshops with street artist Andrew Bourke to design an art installation for the building as well as install the designed artworks onto the building itself. The project was supported by Victoria Police, the local Landcare group as well as other community groups. The project was undertaken as a result of funding by Department of Justice and Regulation, through the graffiti prevention grants program. Additional to the art installation, the building has received some renovations, including the installation of a BBQ, with the aim to achieve greater use of the building. A launch event was held on 13 February 2017 upon completion of the project, attended by Jacyn Symes, Member for Northern Victoria.



### New Ideas Expo

This initiative included bringing together Year 8/9 students from all four secondary schools across the Shire. A total of 200 students participated in the day which included activities and guest speakers talking about the future of employment and job "creation". Speakers included Foundation for Young Australians, Australian Centre for Rural Entrepreneurship as well as young people from the local area successfully running their own businesses. As an adjunct to this event, Foundation for Young Australians also spoke at an event for parents talking about the future of employment for young people. These initiatives were undertaken as a part of the funded Engage! program.

Proposed 2016/17 Activity	Major initiative?	Progress to 31 March 2017	Activity / Indicator
<b>Strategic Objective 3.1: Support the health and wellbeing of communities</b>			
<i>Strategy 3.1.1: Facilitate increased community participation</i>			
Review of the Municipal Public Health and Wellbeing Plan	Yes	Work is being undertaken currently to incorporate the new MPHWP into the new Council Plan. An MPHWP Action Plan is being developed alongside this, identifying actions to be undertaken during the term of the new Council/Plan.	Activity
<hr/>			
<i>7c. Utilisation: Number of visits to aquatic facilities per head of municipal population</i>		<i>Not available at time of publication</i>	<i>Indicator</i>
<hr/>			
<i>7a. Service Standard: Number of WorkSafe reportable aquatic safety incidents</i>		<i>Nil</i>	<i>Indicator</i>
<hr/>			
<i>7b. Service Cost: Direct cost to council less any income received of providing indoor aquatic facilities per visit</i>		<i>Reported at end of financial year</i>	<i>Indicator</i>
<hr/>			
<i>7b. Service Cost: Direct cost to council less any income received of providing outdoor aquatic facilities per visit</i>		<i>Reported at end of financial year</i>	<i>Indicator</i>
<hr/>			
<b>Strategic Objective 3.2: Improve the resilience of communities</b>			
<i>Strategy 3.2.1: Strengthen the capacity and resilience of communities</i>			
Improve affordability and accessibility to community facilities	No	Program was strongly supported over the season. Total pool visitations up 6% on prior year	Activity
<hr/>			
<i>Service Standard: Total value of community projects delivered by the community grants program</i>		<i>Community Grants projects continued to be delivered by community groups and organisations. 50% of the total funds granted for the 2016/2017 financial year have been claimed with the remaining 50% to be claimed by the end of Q4.</i>	<i>Indicator</i>

Proposed 2016/17 Activity	Major initiative?	Progress to 31 March 2017	Activity / Indicator
<b>Strategic Objective 3.3: Ensure appropriate services and programs for early years, youth and families</b>			
<i>Strategy 3.3.1: Best possible start for children and families within the Alpine Shire</i>			
Undertake year two of the Engage program aimed at capacity building in young people.	No	In Q3 Engage activities included: Delivery of the "Careers" day which was renamed "Ideas Expo". This event was held at Myrtleford Performing Arts Centre and involved Year 9 students from all four secondary schools across the Shire. Speakers from Australian Centre for Rural Entrepreneurship, Foundation for Young Australians and youth from across the North East who are successfully running their own businesses were involved. The day was focussed on creation of jobs.	Activity
<hr/>			
<i>11b. Service Standard: Percentage of infants enrolled in the MCH service</i>		<i>100%</i>	<i>Indicator</i>
<hr/>			
<i>11c. Service Cost: Cost to council of the MCH service per hour of service delivered</i>		<i>Reported at end of financial year</i>	<i>Indicator</i>
<hr/>			
<b>Strategic Objective 3.4: Support positive living and ageing</b>			
<i>Strategy 3.4.1: Support independence and accessibility</i>			
No activities			
<hr/>			
<i>10d. Participation: Percentage of the municipal target population that receive a HACC service</i>		<i>N/A - Council no longer provides the HACC service</i>	<i>Indicator</i>
<hr/>			
<i>10c. Service Cost: Cost to council of the domestic care service per hour of service delivered</i>		<i>N/A - Council no longer provides the HACC service</i>	<i>Indicator</i>
<hr/>			

## Theme 4: Prosperous economy, employment and investment

---

*"A dynamic local economy that is sustainable and supported to respond to opportunities and attract appropriate new investment"*

### Destination marketing activities

In this quarter a number of initiatives have been undertaken including:

- Media famils and articles published by: Flow, Financial Review, Crafty Pint, Urban List, NZ Herald Sun;
- Increase in social media followers: 14,000 on Facebook and 4,250 on Instagram which in turn results in greater engagement and sharing of content;
- Destination websites have moved over to an upgraded version of the regional digital platform (RDP). The new RDP provides visibility of each of the destination websites across one another which results in greater exposure of operator listings;
- Mystic MTB Park visibility on the "Ride High Country" website;
- Completion of promotional video and still photography shoots.

### Flickerfest – Dinner Plain

Flickerfest is a festival of short films celebrating the works of Australian film makers. The 2017 Flickerfest Tour of Australia commenced in Dinner Plain this year on Australia Day. The event was well attended and is rebooked to air again at Dinner Plain in 2018.



Proposed 2016/17 Activity	Major initiative?	Progress to 31 March 2017	Activity / Indicator
<b>Strategic Objective 4.1: Effectively plan and deliver strategic and major projects</b>			
<i>Strategy 4.1.1: Develop and deliver a major projects plan</i>			
Develop a new Alpine Shire Cycle Guide to assist with promoting North East Victoria as the chosen cycle destination in Australia.	No	Design and development of the guide continues. It is intended to be distributed by the end of Q4.	Activity
Event attraction including Spartan and Enduro World series to increase the economic benefit derived within the Alpine Shire.	No	Council Officers are currently working with event organisers to secure the Spartan Trifecta event again in 2017. This is likely to occur in October 2017. North East Victorian Hang Gliding Club have confirmed their success in securing the World Paragliding Cup event for February 2018.	Activity
<i>Effectiveness: Capital program delivered (\$ Actual) / Capital program (\$ Budgeted)</i>		\$4,675K / \$11,620K	Indicator
<b>Strategic Objective 4.2: Support investment and existing enterprise</b>			
<i>Strategy 4.2.1: Implement targeted tourism and business support</i>			
Market test operations of the Myrtleford Holiday Park to ensure long term sustainability.	No	Market Test to be undertaken after Easter 2017	Activity
<i>Service Effectiveness: Number of new events attracted to the Alpine Shire</i>		<i>As at 31 March - 77 of total events registered to occur for the financial year have been delivered.</i>	Indicator
<i>Strategy 4.2.2: Support a diverse and sustainable economy</i>			
Review operations of Councils business facilities to achieve optimal efficiency.	Yes	A review of Councils' business facilities is in progress	Activity

## Theme 5: Performance focused organisation

*"A customer focused, equitable and sustainable service to the community"*

Proposed 2016/17 Activity	Major initiative?	Progress to 31 March 2017	Activity / Indicator
<b>Strategic Objective 5.1: Provide excellent customer service</b>			
<i>Strategy 5.1.1: Deliver outstanding customer service</i>			
No activities			
<i>Timeliness:</i>			
Implement new Customer Request Management (CRM) system		Not yet commenced	Indicator
<i>Satisfaction:</i>			
Satisfaction with customer service (community satisfaction rating out of 100 for Council's customer service)		71	Indicator
<b>Strategic Objective 5.2: Manage resources well to ensure sustainability</b>			
<i>Strategy 5.2.1: Deliver responsible and prudent financial management</i>			
Review and update the Long Term Financial Plan (LTFP).	No	Review as part of current budget process.	Activity
<i>1. Adjusted underlying result:</i>			
Adjusted underlying surplus (or deficit) as a percentage of underlying revenue		Reported at end of financial year	Indicator
<i>2a. Working Capital:</i>			
Current assets as a percentage of current liabilities		Reported at end of financial year	Indicator
<i>3b. Indebtedness:</i>			
Non-current liabilities as a percentage of own-source revenue		Reported at end of financial year	Indicator
<i>Strategy 5.2.2: Deliver best value programs and services</i>			
Continue to simplify workflows and procedures.	No	Council is continuing the current trial period with implementing its Purchase to Pay project, which simplifies the accounts payable process.	Activity
<b>Strategic Objective 5.3: Support people and business practices</b>			
<i>Strategy 5.3.1: Develop and maintain a dedicated and passionate workforce</i>			
No activities			
<i>5c. Workforce Turnover:</i>			
Number of permanent staff resignations and terminations as a percentage of average number of permanent staff		Reported at end of financial year	Indicator

Proposed 2016/17 Activity	Major initiative?	Progress to 31 March 2017	Activity / Indicator
<i>Strategy 5.3.2: Deliver effective and innovative process and technology solutions</i>			
Develop and implement automated business solutions (priorities include customer requests, time and attendance and purchase to pay).	Yes	Council is continuing the current trial period with implementing its Purchase to Pay project, which simplifies the accounts payable process.	Activity
<b>Strategic Objective 5.4: Ensure a high standard of governance</b>			
<i>Strategy 5.4.1: Provide good governance</i>			
Implement web based health and safety management system.	No	A cloud-based OHS system is being implemented - set up of the process is in progress.	Activity
<i>1a. Transparency:</i>			
<i>Percentage of Council resolutions made at an ordinary or special meeting of Council, or at a meeting of a special committee consisting only of councillors, close to the public under section 89(2) of the Local Government Act 1989.</i>		0.62%	Indicator



## Capital Works – Q2 update

### Mount Beauty Library Redevelopment

The redevelopment of the Mount Beauty Library was completed in Q3, and the library reopened to the public on 31 January 2017.

The total project cost was \$513,000, which included the cost of repairs to the roof following storm damage which occurred in January 2016, and which was covered under an insurance claim. Funding of \$280,000 was received from the State Government Living Libraries fund.



The project delivered an inspiring learning and participatory hub for the local community through increasing the size of the library area by incorporating previously underutilised building space. It also improved synergies with the adjacent recreation reserve and Mount Beauty pondage through the installation of an external deck area.

### Cundy Park Picnic Shelter, Myrtleford

The construction of a new picnic shelter in Cundy Park, Myrtleford, was completed in Q3. The works included paving, the replacement of the old barbeque and its relocation under cover of the new shelter, the installation of a picnic table in the shelter, and the provision of a water tap and security lighting.

The \$50,000 project was delivered with \$18,125 of funding from the Federal Government Stronger Communities Program, a contribution of \$13,000 from the Cundy Park Steering Committee, and the balance of \$18,875 from Council.

Prior to delivery of the project, there were no sheltered areas for users of the park to barbeque or to sit out of the weather.

### Disabled Access – Ovens Valley Canine Club, Myrtleford

The installation of a disabled access ramp at the Ovens Valley Canine Club in McNamara Reserve, Myrtleford, was completed in Q3, ahead of the Canine Club annual show.

Council delivered the earthworks and concreting at a cost of \$17,648, and the landscaping and installation of bollards was completed by the club members.

The club has a number of elderly members who had been struggling to access the clubhouse prior to the installation of the new access ramp.







## Budget Report 2017/2018

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## 1 Mayor's Introduction

It is my pleasure to present the draft budget for the 2017/18 financial year.

Council is proud to introduce a budget focused on ratepayers and the community. This budget demonstrates our continued commitment to reduce operational spending in order to keep costs to ratepayers as low as possible and to redirect funds to important capital works projects.

This commitment is highlighted through a number of key initiatives:

- A rate revenue increase of 1.9%, which is lower than the 2.0% cap set by the State Government.
- Lowering the Dinner Plain Village Rate from 65% of the general rate to 43% of the general rate.
- Maintaining the lowest employee costs since 2011, while delivering a high level of service for our communities.

The budget reflects a continued commitment to operational savings and capital improvements that focus on:

- Supporting and building community safety and wellbeing;
- Attracting visitors and investment; and
- Boosting the local economy.

The planned 2017/18 capital works projects build upon the significant investment made across the Alpine Shire in previous budgets, including over \$3 million of projects undertaken in the Kiewa Valley in the past two years. In 2017/18 the budget focuses on the Ovens Valley with a significant capital works program that commits \$8.5 million in total to projects that include, Alpine Better Places – Myrtle Street; the Alpine Events Park and the commencement of the expansion of the Myrtleford Indoor Sports Stadium.

We are fortunate to live in a Shire that is unrivalled in natural beauty, boasts close-knit and supportive communities and attracts tens of thousands of visitors each year. Council recognises the importance of infrastructure and facilities that support our residents and encourages growth.

This budget aims to strike a balance between a low rate increase and a strong capital works program, to achieve on-the-ground benefits for our ratepayers and communities.

Cr Ron Janas  
Mayor

## 2 Executive summary

Council has prepared a budget for 2017/18 which is aligned to the vision in the draft Council Plan 2017-21. It seeks to maintain and improve services and infrastructure as well as deliver projects and services that are valued by our community, and do this with a lower rate increase than that which is mandated by the State Government.

This budget projects a surplus of \$3.6 million which is influenced by:

- *Rates revenue only increasing by 1.9%*
- *An increase in rates in lieu of approximately \$0.45 million year on year.*
- *A reduction in the Dinner Plain Village Rate from 65% of the general rate to 43% of the general rate.*
- *Employee costs maintained at a low level, delivered through a nil increase included in the Enterprise Bargaining Agreement for the period 2017-19. This has resulted in an overall consistent year on year wages total budgeted expenditure of \$8.7 million from a forecast \$8.8 million in 2016/17.*
- *A consistently high level of capital grants funding compared to 2016/17 totalling \$2.9 million.*

### Key things we are funding

- *Council is focusing on its capital works program to provide greater benefits to the local community. This year the capital works program is budgeted at \$8.5 million. Major projects being undertaken (commencing and continuing) by Council are:*
- *Alpine Better Places – Myrtle Street (\$0.7 million in 2017/18),*
- *Alpine Events Park – Bright (\$1.7 million);*
- *Mount Beauty and Myrtleford Transfer Station Upgrades (\$0.8 million)*
- *Dinner Plain Mountain Bike Trails (\$0.2 million)*
- *Renewal of roads (\$1.1 million)*
- *Myrtleford Indoor Sports Stadium Expansion (\$0.15 million in 2017/18)*

Council is continuing to focus on the key functions of Council while delivering on our strategic initiatives and implementing policies and plans to support a healthy and well connected community.

This term we have integrated our Municipal Public Health and Wellbeing Plan into the Council Plan. This enables Council to strengthen the importance of health and wellbeing across our community and provide resources to achieve our desired community outcomes.

To achieve our 2030 Community Vision, Council will focus efforts on delivering seven long term objectives, as outlined in the draft Council Plan 2017-21. These objectives will guide Council's delivery of projects and services to the community over the next four years.

### Strategic Objective 1: A High Performing Organisation

During this Council term, we will:

- Review our 2030 Community Vision.
- Improve communication with all sectors of the community.
- Develop and support our workforce.

- Position Alpine Shire Council as a great place to work.
- Build strong relationships with our community, other stakeholders, and all levels of government.

### Strategic Objective 2: A responsible and sustainable organisation

During this Council term, we will:

- Understand our customer expectations and develop an integrated customer experience that meets their needs and long term interests.
- Develop and implement activities that promote a customer centric culture.
- Review health and safety processes and improve our Safety Management System.
- Review the risk management framework, including the policy system and financial governance processes.
- Drive value through a focus on efficient management of our internal functions.

### Strategic Objective 3: Incredible places for our community and visitors.

During this Council term, we will deliver the following major capital projects:

- Alpine Better Places.
- Alpine Events Park.
- Myrtleford Indoor Sports Stadium Expansion.
- McNamara Reserve Netball and Tennis Facility.
- Mount Beauty Skate Park upgrade.

### Strategic Objective 4: Infrastructure and open spaces that our community is proud of.

During this Council term, we will:

- Deliver maintenance programs for our civil infrastructure (roads, bridges, footpaths and kerb).
- Deliver maintenance programs for our parks, trees and reserves.
- Deliver maintenance programs for our buildings and facilities.
- Maintain the Municipal Emergency Management Plan and respond to emergency events in line with the Plan.
- Maintain our Road Management Plan.

### Strategic Objective 5: Highly utilised and well managed community facilities

During this Council term, we will:

- Review both our kerbside collection services and the transport of bulk waste and recycling materials.
- Cease landfill operations at Myrtleford.
- Review the operation and management of Myrtleford Holiday Park.
- Deliver municipal waste and recycling services.
- Deliver library services.
- Operate visitor information centres; seasonal pools and sport centres

### Strategic Objective 6: A well planned and safe community.

During this Council term, we will:

- Review Local Laws number 2 – Municipal Places, 4 – Livestock, 5 - Amenity, 6 – Streets and Roads, and 7 – Murray to the Mountains Rail Trail.
- Progress amendments to the Planning Scheme including Dinner Plain Design Guidelines, Upper Ovens and Kiewa Valley land subject to inundation, and bulk water extraction.
- Develop a Land Development Strategy.
- Deliver the immunisation program.
- Enforce compliance with environmental and food safety regulations, statutory planning regulations and local laws.
- Issue and monitor permits relevant to statutory planning, building, wastewater, and local laws.
- Undertake domestic animal management across the Shire.

### Strategic Objective 7: A thriving and connected community.

During this Council term, we will:

- Build strong partnerships to implement the Municipal Public Health Wellbeing Plan Action Plan.
- Deliver the Learners to Provisionals (L2Ps) driving program.
- Review Maternal and Child Health Service.
- Support events and community programs.
- Promote Alpine Shire as a destination of choice for visitors.
- Provide support and advice to encourage investment and strengthen our economy.
- Deliver the Community Grants Program.

## The Rate Rise

Council's rate revenue rise will be 1.9%. This is lower than the 2.0% order set by the Minister for Local Government on 14 December 2016 under the Fair Go Rates System. Waste collection costs are expected to reduce by 2.2% for the average ratepayer that is reflective of the cost to manage the waste business function. Council has also proposed to reduce the rate of the Dinner Plain Village Rate from 65% of the general rate in the dollar to 43%. Overall Council's rates and charges revenue will increase by 3.4% compared to 2016/17.

- *Key drivers in determining the rates and charges for the year are:*
- *Minimising rate increases to ratepayers.*
- *The funding of renewals and upgrade of infrastructure and community assets.*
- *The funding of ongoing service delivery to a high standard.*
- *Refer Section 9 for further rates and Charges details.*
- *Valuations as per the General Revaluation dated 1 January 2016 (as amended by supplementary valuations).*

## Budget Influences

### External Influences

The preparation of the budget is influenced by the following external factors:

- *The Victorian State Government has introduced a cap on rate increases from 2016/17. The cap for 2017-18 has been set at 2.0%*
- *State-wide CPI is forecast to be 2.5% for the 2017-18 year.*
- *The Australian Wage Price Index is projected to be 3.0% in 2017-18.*
- *Councils across Australia raise approximately \$15 billion in rates. In addition Councils are entrusted with the maintenance of more than \$180 billion of public roads infrastructure. This means that a large proportion of Council's income must be allocated to the maintenance and replacement of these valuable public assets in order to ensure the quality of public infrastructure is maintained at satisfactory levels.*
- *The Fire Services Property Levy will continue to be collected by Council on behalf of the State Government with the introduction of the Fire Services Property Levy Act 2012.*

### Internal Influences

As well as external influences, there are also a number of internal influences which are expected to have a significant impact on the preparation of the 2017/18 budget. These matters have arisen from events occurring in the 2016-17 year resulting in variances between the forecast actual and budgeted results for that year and matters expected to arise in the 2017/18 year. These matters and their financial impact are set out below:

- *The Alpine Shire Council Enterprise Agreement 2016 applies a wage freeze until 30 June 2019 thereby keeping employee costs at \$8.7 million for this financial year.*
- *A rate rise lower than the rate cap.*
- *The operation and management of Myrtleford Holiday Park is to be reviewed, therefore a reduction in both fees income and material and services expenditure for 2017/18 has been factored into this budget.*

### 3 Budget Reports

The following reports include all statutory disclosures of information and are supported by the analysis contained in sections 12-15 of this report.

This section includes the following reports and statements in accordance with the *Local Government Act 1989* and the Local Government Model Financial Report.

*Links to Council Plan*

*Services and service indicators*

*Financial statements*

*Financial performance indicators*

*Grants and borrowings*

*Detailed list of capital works*

*Rates and charges*

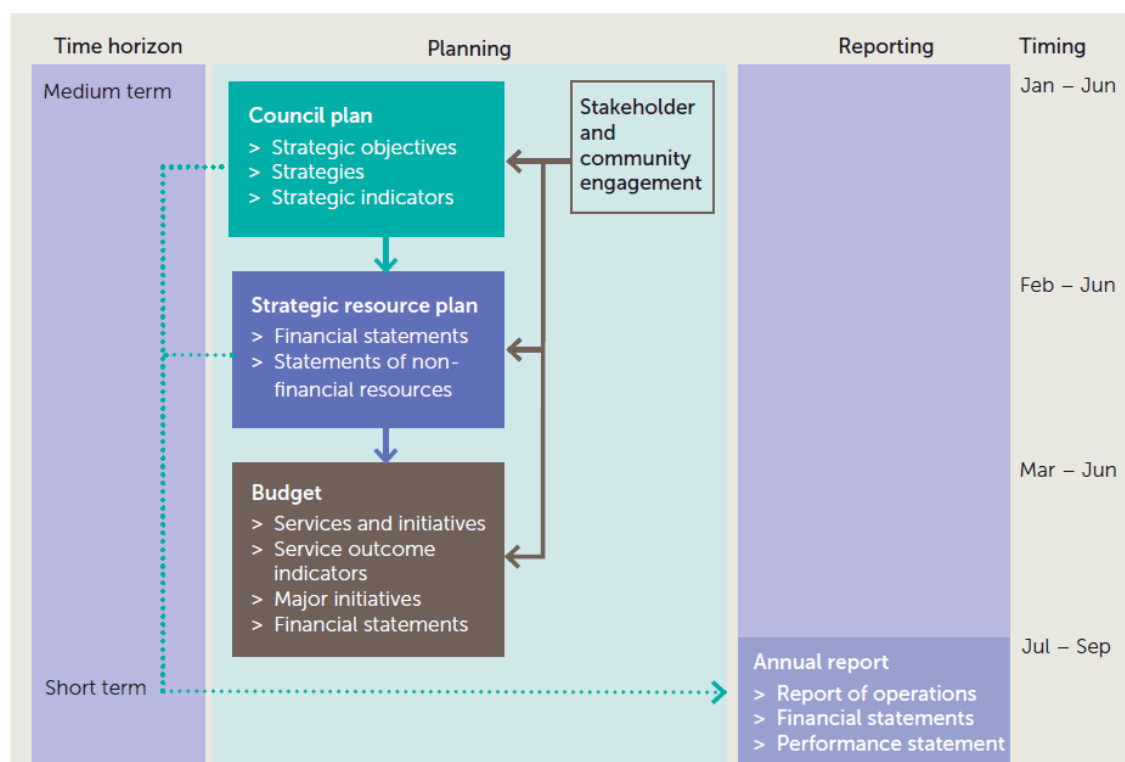


### 3.1 Link to the Council Plan

This section describes how the Annual Budget links to the achievement of the Council Plan within an overall planning and reporting framework. This framework guides the Council in identifying community needs and aspirations over the long term (Vision 2030), medium term (Council Plan) and short term (Annual Budget) and then holding itself accountable (Annual Report).

### 3.2 Planning and accountability framework

The Strategic Resource Plan, part of and prepared in conjunction with the Council Plan, is a rolling four year plan that outlines the financial and non-financial resources that Council requires to achieve the strategic objectives described in the Council Plan. The Annual Budget is framed within the Strategic Resource Plan, taking into account the services and initiatives which contribute to achieving the strategic objectives specified in the Council Plan. The diagram below depicts the planning and accountability framework that applies to local government in Victoria.



Source: Department of Environment, Land, Water and Planning (formerly Department of Transport, Planning and Local Infrastructure)

In addition to the above, Council has a long term plan (Vision 2030) which articulates a community vision, mission and values. The Council Plan is prepared with reference to Council's long term financial plan.

The timing of each component of the planning framework is critical to the successful achievement of the planned outcomes. The Council Plan, including the Strategic Resource Plan, is required to be completed by 30 June following a general election and is reviewed each year in advance of the commencement of the Annual Budget process.

### 3.3 Our purpose

#### 2030 Community Vision

“The Alpine Shire provides outstanding opportunities for its residents and visitors through sustainable growth in balance with the natural environment.

The 2030 Community Vision was developed in consultation with our community in 2005 and revised in 2010. This vision identifies and articulates the long-term aspirations, needs and opportunities of our community and is also consistent with community sentiment expressed during the development of the draft Council Plan 2017-21.

### 3.4 Strategic objectives

To achieve this vision Council will focus efforts on delivering seven long term objectives as detailed in the draft Council Plan 2017-21. These objectives will guide Council’s delivery of projects and services to the community over the next four years.

Strategic Objectives	Strategies
1.A high performing organisation	<ul style="list-style-type: none"> <li>• Communicate and engage with stakeholders.</li> <li>• Advocate for the community on key issues.</li> <li>• Lead and govern with integrity.</li> <li>• Build a skilled organisation with a positive culture.</li> </ul>
2. A responsible and sustainable organisation.	<ul style="list-style-type: none"> <li>• Provide an excellent customer experience.</li> <li>• Manage our financial resources sustainably.</li> <li>• Identify and manage Council’s risk.</li> </ul>
3. Incredible places for our community and visitors.	<ul style="list-style-type: none"> <li>• Identify and plan for our community’s infrastructure aspirations.</li> <li>• Deliver Council’s capital works program on time, to budget, and to the satisfaction of stakeholders.</li> </ul>
4. Infrastructure and open spaces that our community is proud of.	<ul style="list-style-type: none"> <li>• Manage and maintain Council infrastructure.</li> <li>• Understand and plan for Council’s asset renewal requirements.</li> <li>• Prepare for and respond to community emergency events.</li> <li>• Maintain Council’s parks, trees and reserves.</li> </ul>
5. Highly utilised and well managed community facilities.	<ul style="list-style-type: none"> <li>• Sound operation and management of community facilities.</li> <li>• Deliver quality services for our community.</li> <li>• Align services with community expectations.</li> </ul>
6. A well planned and safe community.	<ul style="list-style-type: none"> <li>• Plan for and manage development to enhance liveability.</li> <li>• Raise awareness and educate our community about laws, regulations and codes.</li> </ul>

- 
- Enforce local laws, regulations and codes.
- 

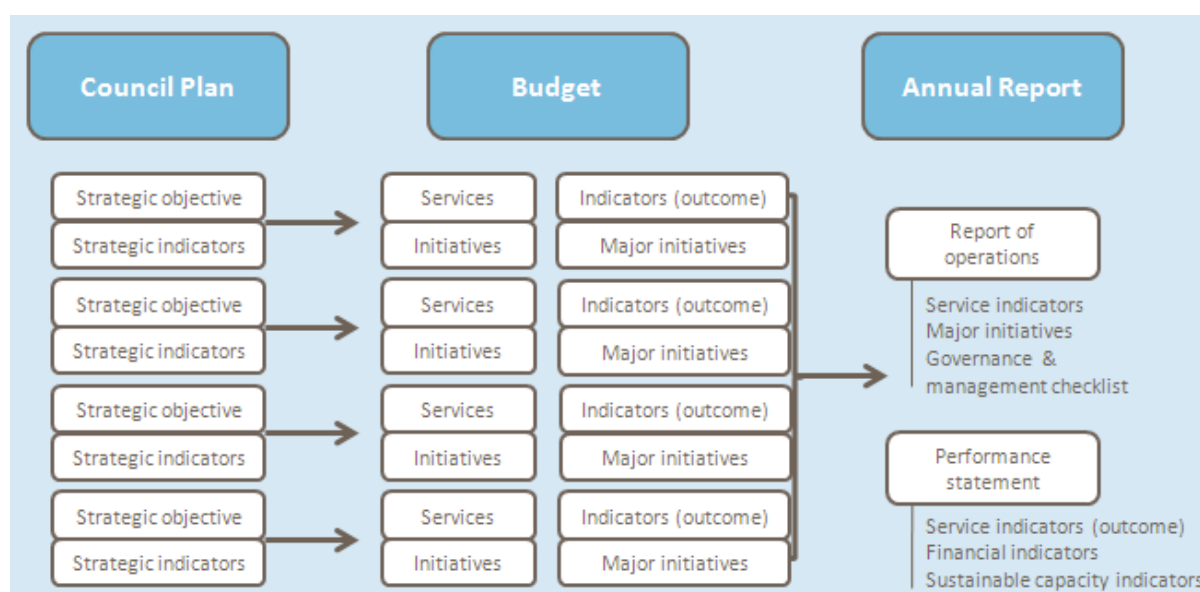
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7. A thriving and connected community.

- Strengthen visitor attraction and the visitor experience.
  - Support and encourage investment and enterprise.
  - Improve healthy eating and physical activity.
  - Stop family violence against women and children.
  - Reduce the incidence of alcohol and other drug harm.
  - Create socially connected and supported communities.
-

## 4 Services and service performance indicators

This section provides a description of the services and initiatives to be funded in the Annual Budget and how these will contribute to achieving the strategic objectives outlined in the draft Council Plan 2017-21. It also describes a number of major initiatives, initiatives and service performance outcome indicators for key areas of Council's operations. Council is required by legislation to identify major initiatives, initiatives and service performance outcome indicators in the Annual Budget and report against them in their Annual Report to support transparency and accountability. The relationship between these accountability requirements in the Council Plan, the Budget and the Annual Report is shown below.



Source: Department of Environment, Land, Water and Planning (formerly Transport, Planning and Local Infrastructure)

### 4.1 A HIGH PERFORMING ORGANISATION

To achieve our strategic objective of being a high performing organisation we will be applying the strategies detailed in section 2. The service, major initiatives, initiatives and service performance outcome indicators for this strategic objective are outlined below:

#### Major Initiatives

- Improve communication with all sectors of the community.
- Build strong relationships with our community, other stakeholders, and all levels of government.

#### Initiatives

- Develop and support our workforce.
- Position Alpine Shire Council as a great place to work.

## Services

Service area	Description of services provided	(Revenue Expenditure
		Net Cost \$'000
Councillors and Executive	This area includes the Mayor, Councillors, Chief Executive Officer, Executive Management Team and associated support. It also includes HR support and all employee costs are also centralised in this area.	(262) <u>8,974</u> <u>8,712</u>

## Service Performance Outcome Indicators

Service	Indicator	Performance Measure	Computation
Governance	Satisfaction	Satisfaction with Council decisions (Community satisfaction rating out of 100 with how Council has performed in making decisions in the interests of the community)	Community satisfaction rating out of 100 with how Council has performed in making decisions in the interests of the community

## 4.2 A RESPONSIBLE AND SUSTAINABLE ORGANISATION

To achieve our strategic objective of being a responsible and sustainable organisation we will be applying the strategies detailed in Section 2. The service, major initiatives, initiatives and service performance outcome indicators for this strategic objective are outlined below:

### Major Initiatives

- Review the Dinner Plain Village Rate.

### Initiatives

- Drive value through a focus on efficient management of our internal functions.
- Review the risk management framework, including the policy system and financial governance processes.
- Develop and implement activities that promote a customer centric culture.

## Services

Service area	Description of services provided	(Revenue)
		Expenditure Net Cost \$'000
Corporate		
	Corporate is concerned with supporting operations so that Council can perform the functions required. Costs in this area include the management of council investments, budget control, accounting, financial planning, revenue collection, information technology, customer service, occupational health and safety and other corporate overheads.	(635)
	Income is primarily derived from rates, investment income and user fees.	<u>1,462</u> 827

## Service Performance Outcome Indicators

Service	Indicator	Performance Measure	Computation
No relevant service performance indicators			

## 4.3 INCREDIBLE PLACES FOR OUR COMMUNITY AND VISITORS

To achieve our strategic objective of having incredible places for our community and visitors we will be applying the strategies detailed in Section 2. The service, major initiatives, initiatives and service performance outcome indicators for this strategic objective are outlined below:

### Major Initiatives

- Alpine Better Places.
- Alpine Events Park.
- Myrtleford Indoor Sports Stadium Expansion

### Initiatives

- McNamara Reserve Netball and Tennis Facility.

## Services

Service area	Description of services provided	(Revenue)
		Expenditure
		Net Cost \$'000
Asset development department		
Capital Works	<p>This service undertakes core asset infrastructure renewal work and new and upgrade projects for the improvement of our community.</p> <p>Income is subsidised from recurrent and non-recurrent grants.</p>	Refer Capital Works Budget

## Service Performance Outcome Indicators

Service	Indicator	Performance Measure	Computation
No relevant service performance indicators			

## 4.4 INFRASTRUCTURE AND OPEN SPACES THAT OUR COMMUNITY IS PROUD OF

To achieve our strategic objective of having infrastructure and open spaces that our community is proud of we will be applying the strategies detailed in Section 2. The service, major initiatives, initiatives and service performance outcome indicators for this strategic objective are outlined below:

### Major initiatives

- Deliver maintenance programs for our civil infrastructure (roads, bridges, footpaths and kerb).

### Initiatives

- Deliver maintenance programs for our buildings and facilities.
- Maintain the Municipal Emergency Management Plan and respond to emergency events in line with the Plan.
- Maintain our Road Management Plan.

## Services

Service area	Description of services provided	(Revenue)
		Expenditure
		Net Cost \$'000
Asset maintenance department		
Local Roads and Bridges	This area involves the maintenance of all Council's roads, and bridges. Council has 576km of roads, 120 bridges and over 40 major culverts. Spending in this area also covers roadside vegetation and drainage.	(61) <u>673</u> 612
Open Spaces	This service involves the maintenance of all of Council's open space areas such as playgrounds, parks, street trees, roundabouts and public reserves.	(874) <u>874</u> 0
Rail Trail Maintenance	The Murray to the Mountains Rail Trail is a significant piece of infrastructure which spans across three municipalities. This is an amount allocated for the maintenance of the trail in Alpine Shire.	26 26
Operations	Administration and management of Myrtleford, Bright and Mount Beauty works depots and plant maintenance and operational expenses.	(954) <u>954</u> 0
Building Maintenance	This service is responsible for the maintenance of all of Council's buildings. This includes operational buildings such as depots, administration buildings and libraries as well as community buildings such as halls, senior citizens centres and childcare centres. This area is also responsible for rectifying damage caused by vandalism.	(308) <u>308</u> 0
Emergency Management	This covers the administrative costs of Council's Emergency Management Planning role, maintenance of various flood warning infrastructure, and additional coordination activities which are fully grant funded.	(140) <u>140</u> 0

## Service Performance Outcome Indicators

Service	Indicator	Performance Measure	Computation
Roads	Satisfaction	Satisfaction with sealed local roads (Community satisfaction rating out of 100 with how Council has performed on the condition of sealed local roads)	Community satisfaction rating out of 100 with how Council has performed on the condition of sealed local roads.



## 4.5 HIGHLY UTILISED AND WELL MANAGED COMMUNITY FACILITIES

To achieve our strategic objective of having highly utilised and well managed community facilities we will be applying the strategies detailed in Section 2. The service, major initiatives, initiatives and service performance outcome indicators for this strategic objective are outlined below:

### Major Initiatives

- *Review both our kerbside collection services and the transport of bulk waste and recycling materials.*
- *Cease landfill operations at Myrtleford.*
- *Review the operation and management of Myrtleford Holiday Park.*

### Initiatives

- *Deliver municipal waste and recycling services.*
- *Deliver library services.*
- *Operate Visitor Information Centres, seasonal pools and sport centres.*

### Services

Service area	Description of services provided	(Revenue)
		Expenditure
		Net Cost \$'000
<b>Facilities department</b>		
Property management	This service manages the Myrtleford Holiday Park and lease agreements including the Bright Caravan Park.	(410)
		<u>159</u>
		<u>(251)</u>
Airports	Provision and maintenance of aerodromes at Mount Beauty and Porepunkah.	(26)
		<u>26</u>
		0
Waste management	Provision of waste management and recycling services across the Shire. This includes kerbside garbage and recycling collection services as well as the operation of the Myrtleford landfill and transfer stations at Mount Beauty and Porepunkah.	(300)
		<u>2,228</u>
		1,928
Visitor information centres	This service comprises visitor information services located at Bright, Mount Beauty and Myrtleford. Income is derived from the sale of souvenirs, and the lease of the River-deck Café in Bright.	(217)
		<u>146</u>
		<u>(71)</u>
Swimming pools	This service involves the running of Bright Sports Centre, the provision of outdoor seasonal pools at Myrtleford and Mount Beauty and lifeguarding at the Bright and Porepunkah river pools.	(211)
		<u>140</u>
		(71)

Service area	Description of services provided	(Revenue)
		Expenditure
		Net Cost \$'000
School crossing supervisors	Council provides the school crossing supervisor function to schools within the Alpine Shire Council.	(19) 1 (18)
Libraries	Libraries consist of the Alpine Shire library branches in Myrtleford, Bright and Mount Beauty and delivery of programs such as rhyme time, story time, school holiday programs and visiting authors. The library function also includes the operation of the High Country Library Network Hub. Alpine Shire Council undertakes the purchase of books and library materials, cataloguing services and transport of books between libraries to neighbouring Councils of Benalla, Mansfield and Wangaratta as a shared service.  Note employee costs relating to the Library Hub and branch libraries are included in the Councillor and Executive.	(821) 806 (15)
Recreation	Council supports the development and maintenance of 12 recreation reserves across the Shire and also supports recreation clubs and committees.	(151) <u>151</u> 0

### Service Performance Outcome Indicators

Service	Indicator	Performance Measure	Computation
Aquatic Facilities	Utilisation	Utilisation of aquatic facilities (Number of visits to aquatic facilities per head of municipal population)	Number of visits to aquatic facilities / Municipal population
Libraries	Participation	Active library members (Percentage of the municipal population that are active library members)	[Number of active library members / municipal population] x100
Waste collection	Waste diversion	Kerbside collection waste diverted from landfill (Percentage of garbage, recyclables and green organics collected from kerbside bins that is diverted from landfill)	[Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins] x100

Service	Indicator	Performance Measure	Computation
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## 4.6 A WELL PLANNED AND SAFE COMMUNITY

To achieve our strategic objective of being a well planned and safe community we will be applying the strategies detailed in Section 2. The service, major initiatives, initiatives and service performance outcome indicators for this strategic objective are outlined below:

### Major Initiatives

- Review Local Laws number 2 – Municipal Places, 4 – Livestock, 5 - Amenity, 6 – Streets and Roads, and 7 – Murray to the Mountains Rail Trail.
- Progress amendments to the Planning Scheme including Dinner Plain Design Guidelines, Upper Ovens and Kiewa Valley land subject to inundation, and bulk water extraction.
- Develop a Land Development Strategy.

### Initiatives

- Deliver the immunisation program.
- Enforce compliance with environmental and food safety regulations, statutory planning regulations and local laws.
- Issue and monitor permits relevant to statutory planning, building, wastewater, and local laws.
- Undertake domestic animal management across the Shire.

Service area	Description of services provided	(Revenue)
		Expenditure
		Net Cost \$'000
<b>Planning and amenity department</b>		
Statutory planning	This function covers the assessment of planning applications, the provision of advice to developers and property owners and representing Council at the Victorian Civil and Administrative Tribunal. The cost of this service is partially offset by income received as planning application fees.	(142) 129 (13)
Municipal building services	This service provides statutory building services to the community and includes processing of building applications, emergency management responsibilities, fire safety inspections, audits of swimming pool barriers and investigations of complaints and illegal works. The cost of this service is almost offset by income received as application permits.	(190) 27 (163)

Service area	Description of services provided	(Revenue)
		Expenditure
		Net Cost \$'000
Environmental health	This service provides for the registration and inspection of all food premises, waste water applications, investigation of complaints in relation to noise, odours, dealing with infectious disease outbreaks and other health issues.	(170) <u>71</u> (99)
Local laws	This area provides animal registrations, animal management, and local law enforcement.	(117) <u>81</u> (36)
Strategic planning	Strategic planning prepares and reviews amendments to the Alpine Planning Scheme, structure plans, strategies, master plans, urban growth plans, frameworks and design guidelines.	(200) <u>200</u> 0
Recreation	Council supports the development and maintenance of 12 recreation reserves across the Shire and also supports recreation clubs and committees.	(151) <u>151</u> 0

#### Service Performance Outcome Indicators

Service	Indicator	Performance Measure	Computation
Statutory planning	Decision making	Council planning decisions upheld at VCAT  (Percentage of planning application decisions subject to review by VCAT and that were not set aside)	[Number of VCAT decisions that did not set aside Council's decision in relation to a planning application / Number of VCAT decisions in relation to planning applications] x100
Animal Management	Health and safety	Animal management prosecutions (Number of successful animal management prosecutions)	Number of successful animal management prosecutions
Food safety	Health and safety	Critical and major non-compliance notifications  (Percentage of critical and major non-compliance notifications that are followed up by Council)	[Number of critical non-compliance notifications and major non-compliance notifications about a food premises followed up / Number of critical non-compliance notifications and major non-compliance notifications about food premises] x100

## 4.7 A THRIVING AND CONNECTED COMMUNITY

To achieve our strategic objective of being a well-planned and safe community we will be applying the strategies detailed in Section 2. The service, major initiatives, initiatives and service performance outcome indicators for this strategic objective are outlined below:

### Major Initiatives

- Build strong partnerships to implement the Municipal Public Health Wellbeing Plan Action Plan.

### Initiatives

- Deliver the Learners to Provisionals (L2Ps) driving program.
- Review Maternal and Child Health Service.
- Support events and community programs.
- Promote Alpine Shire as a destination of choice for visitors.
- Provide support and advice to encourage investment and strengthen our economy.
- Deliver the Community Grants Program.

Service areas	Description of services provided	(Revenue)
		Expenditure Net Cost \$'000
Economic development	This service facilitates local and new business to develop and grow.	(50) 50 0
Tourism	Spending in this area is focused on marketing, product and industry development. The development and distribution of tourism collateral including the Shire's Official Visitors Guide, trail brochures, maps and retail and dining guide are also deliverables of this service. Council also contributes to Tourism North East from this business unit.	(299) <u>299</u> 0
Festivals and events	Events are a major contributor to the economy. Council has a role in seeking and developing new events.	(312) <u>312</u> 0
Dinner Plain	Dinner Plain is an alpine village which has all income and expenditure quarantined. Any unspent funds relating to Dinner Plain are transferred to the Dinner Plain reserve	(60) <u>1,281</u>

Service areas	Description of services provided	(Revenue) Expenditure Net Cost \$'000
	and used in future years. This income excludes rates.	1,221
Community development	This service is concerned with building community capacity. Key areas include community resilience, the community grant program and implementing the Liveability Plan.	(283) <u>283</u> 0
Maternal child and health	This service assists to provide children with the 'best start' in life and supports the health and well-being of families and their children. Council also provides support to Alpine Children's Services.	(189) 5  (184)

#### Service Performance Outcome Indicators

Service	Indicator	Performance Measure	Computation
Maternal and Child Health	Participation	Participation in the MCH service (Percentage of children enrolled who participate 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
		Participation in MCH service by Aboriginal children (Percentage of Aboriginal children enrolled who participate in the MCH service)	[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

## 4.8 PERFORMANCE STATEMENT

The service performance indicators detailed in the preceding pages will be reported on in the Performance Statement which is prepared at the end of the year as required by Section 132 of the Act and included in the 2017/18 Annual Report. The Performance Statement will also include reporting on prescribed indicators of financial performance (outlined in Section 6) and sustainable capacity, which are not included in this budget report. The prescribed performance indicators contained in the Performance Statement are audited each year by the Victorian Auditor General who issues an audit opinion on the Performance Statement. The major initiatives detailed in the preceding pages will be reported in the Annual Report in the form of a statement of progress in the Report of Operations.

## 4.9 Reconciliation with budgeted operating result

	Net Cost		
	(Revenue) \$'000	Expenditure \$'000	Revenue \$'000
A high performing organisation	8,712	8,974	(262)
A responsible and sustainable organisation.	827	1,462	(635)
Infrastructure and open spaces that our community is proud of.	638	2,975	(2,337)
Highly utilised and well managed community facilities	1,502	3,657	(2,155)
A well planned and safe community	(311)	508	(819)
A thriving, engaged and connected community	1,037	2,230	(1,193)
<b>Total services and initiatives</b>	<b>12,405</b>	<b>19,806</b>	<b>(7,401)</b>
Other non-attributable	4,462		
<b>Deficit before funding sources</b>	<b>16,867</b>		
<b>Funding sources:</b>			
Rates & charges	(17,544)		
Capital grants	(2,940)		
<b>Total funding sources</b>	<b>(20,484)</b>		
<b>Surplus for the year</b>	<b>(3,617)</b>		



## 5 Financial statements

This section presents information in regard to the Financial Statements and Statement of Human Resources. The budget information for the years 2017/18 to 2025/26 has been extracted from the Strategic Resource Plan and Long Term Financial Plan.

This section includes the following financial statements in accordance with the *Local Government Act 1989* and the Local Government Model Financial Report:

- 5.1 Comprehensive Income Statement
- 5.2 Balance Sheet
- 5.3 Statement of Changes in Equity
- 5.4 Statement of Cash Flows
- 5.5 Statement of Capital Works
- 5.6 Statement of Human Resources

## 5.1 Comprehensive Income Statement

For the 4 years ending 30 June 2021

	Forecast Actual 2016/17 \$'000	Budget 2017/18 \$'000	Strategic Resource Plan Projections		
			2018/19 \$'000	2019/20 \$'000	2020/21 \$'000
<b>Income</b>					
Rates and charges	16,971	17,544	17,779	18,160	18,556
Statutory fees and fines	587	460	469	482	495
User fees	1,158	960	978	1,008	1,039
Contributions - cash	782	632	695	658	671
Contributions - non-monetary assets	106	200	204	208	212
Grants - Operating (recurrent)	4,158	4,095	4,049	4,182	4,207
Grants - Operating (non-recurrent)	583	143	-	-	-
Grants - Capital (recurrent)	1,223	500	500	500	500
Grants - Capital (non-recurrent)	433	2,440	3,005	-	-
Other income	928	887	840	805	843
<b>Total income</b>	<b>26,929</b>	<b>27,861</b>	<b>28,519</b>	<b>26,003</b>	<b>26,523</b>
<b>Expenses</b>					
Employee costs	8,112	8,081	8,151	8,364	8,539
Materials and services	11,453	10,717	11,093	11,570	11,950
Depreciation and amortisation	4,248	4,365	4,506	4,748	4,800
Landfill rehabilitation	185	197	198	152	140
Finance costs	-	-	-	-	-
Other expenses	802	784	808	832	858
Net gain on disposal of property, infrastructure, plant and equipment	100	100	100	100	100
<b>Total expenses</b>	<b>24,900</b>	<b>24,244</b>	<b>24,856</b>	<b>25,766</b>	<b>26,387</b>
<b>Surplus (deficit) for the year</b>	<b>2,029</b>	<b>3,617</b>	<b>3,663</b>	<b>237</b>	<b>136</b>
<b>Other comprehensive income</b>					
<b>Items that will not be reclassified to surplus or deficit:</b>					
Net asset revaluation increment /(decrement)	6,688	-	5,227	6,719	-
Share of other comprehensive income of associates and joint ventures accounted for by the equity method	-	-	-	-	-
<b>Comprehensive result</b>	<b>8,717</b>	<b>3,617</b>	<b>8,890</b>	<b>6,956</b>	<b>136</b>

## 5.2 Balance Sheet

For the 4 years ending 30 June 2021

### Budgeted Balance Sheet

For the four years ending 30 June 2018

	Forecast Actual 2016/17 \$'000	Budget 2017/18 \$'000	Strategic Resource Plan Projections		
			2018/19 \$'000	2019/20 \$'000	2020/21 \$'000
<b>Assets</b>					
<b>Current assets</b>					
Cash and cash equivalents	2,246	2,869	1,279	2,084	2,741
Trade and other receivables	1,579	1,637	1,683	1,462	1,490
Financial assets	6,000	5,000	3,000	3,000	3,000
Inventories	100	86	70	75	83
Other assets	272	263	259	260	264
<b>Total current assets</b>	<b>10,197</b>	<b>9,855</b>	<b>6,291</b>	<b>6,881</b>	<b>7,578</b>
<b>Non-current assets</b>					
Trade and other receivables	3	-	-	-	-
Investments in shared services	21	21	21	21	21
Property, infrastructure, plant & equipment	209,932	213,853	225,497	231,763	231,258
Inventories	147	151	156	161	166
<b>Total non-current assets</b>	<b>210,103</b>	<b>214,025</b>	<b>225,674</b>	<b>231,945</b>	<b>231,445</b>
<b>Total assets</b>	<b>220,300</b>	<b>223,880</b>	<b>231,965</b>	<b>238,826</b>	<b>239,023</b>
<b>Liabilities</b>					
<b>Current liabilities</b>					
Trade and other payables	2,015	1,891	1,956	2,039	2,105
Trust funds and deposits	863	981	1,001	1,021	1,041
Provisions	1,975	2,853	2,168	2,020	2,479
Income received in advance	30	30	30	30	30
Interest-bearing loans and borrowings	0	0	0	0	0
<b>Total current liabilities</b>	<b>4,883</b>	<b>5,755</b>	<b>5,155</b>	<b>5,110</b>	<b>5,655</b>
<b>Non-current liabilities</b>					
Provisions	3,888	3,009	2,834	2,814	2,360
Income received in advance	417	387	357	327	297
Interest-bearing loans and borrowings	-	-	-	-	-
<b>Total non-current liabilities</b>	<b>4,305</b>	<b>3,396</b>	<b>3,191</b>	<b>3,141</b>	<b>2,657</b>
<b>Total liabilities</b>	<b>9,188</b>	<b>9,151</b>	<b>8,346</b>	<b>8,251</b>	<b>8,312</b>
<b>Net assets</b>	<b>211,112</b>	<b>214,729</b>	<b>223,619</b>	<b>230,575</b>	<b>230,711</b>
<b>Equity</b>					
Accumulated surplus	86,955	90,572	94,235	94,472	94,608
Reserves	124,157	124,157	129,384	136,103	136,103
<b>Total equity</b>	<b>211,112</b>	<b>214,729</b>	<b>223,619</b>	<b>230,575</b>	<b>230,711</b>

## 5.3 Statement of Changes in Equity

For the 4 years ending 30 June 2021

	Total	Accumulated Surplus	Revaluation Reserve	Other Reserves
	\$'000	\$'000	\$'000	\$'000
<b>2017 - Forecast</b>				
Balance at beginning of the financial year	202,395	84,728	116,074	1,593
Comprehensive result	8,717	2,029	6,688	-
Transfer to reserves	-	-	-	-
Transfer from reserves	-	198	-	( 198 )
<b>Balance at end of the financial year</b>	<b>211,112</b>	<b>86,955</b>	<b>122,762</b>	<b>1,395</b>
<b>2018 - Budget</b>				
Balance at beginning of the financial year	211,112	86,955	122,762	1,395
Comprehensive result	8,890	3,663	5,227	-
Transfer to reserves	-	-	-	-
Transfer from reserves	-	382	-	( 382 )
<b>Balance at end of the financial year</b>	<b>220,002</b>	<b>91,000</b>	<b>127,989</b>	<b>1,013</b>
<b>2019 - SRP</b>				
Balance at beginning of the financial year	220,002	91,000	127,989	1,013
Comprehensive result	6,956	237	6,719	-
Transfer to reserves	-	-	-	-
Transfer from reserves	-	-	-	-
<b>Balance at end of the financial year</b>	<b>226,958</b>	<b>91,237</b>	<b>134,708</b>	<b>1,013</b>
<b>2020 - SRP</b>				
Balance at beginning of the financial year	226,958	91,237	134,708	1,013
Comprehensive result	136	136	-	-
Transfer to reserves	-	-	-	-
Transfer from reserves	-	-	-	-
<b>Balance at end of the financial year</b>	<b>227,094</b>	<b>91,373</b>	<b>134,708</b>	<b>1,013</b>
<b>2021 - SRP</b>				
Balance at beginning of the financial year	227,094	91,373	134,708	1,013
Comprehensive result	6,589	820	5,769	-
Transfer to reserves	-	-	-	-
Transfer from reserves	-	-	-	-
<b>Balance at end of the financial year</b>	<b>233,683</b>	<b>92,193</b>	<b>140,477</b>	<b>1,013</b>

## 5.4 Statement of Cash Flows

For the 4 years ending 30 June 2021

	Forecast Actual 2016/17 \$'000	Budget 2017/18 \$'000	Strategic Resource Plan Projections		
	Inflows (Outflows)	Inflows (Outflows)	2018/19 \$'000 Inflows (Outflows)	2019/20 \$'000 Inflows (Outflows)	2020/21 \$'000 Inflows (Outflows)
<b>Cash flows from operating activities</b>					
Rates and charges	16,925	17,519	17,768	18,143	18,538
Statutory fees and fines	587	460	469	482	495
User fees	1,158	960	978	1,008	1,039
Contributions - cash	782	632	695	658	671
Grants - operating	5,000	4,208	4,014	4,420	4,197
Grants - capital	1,656	2,940	3,505	500	500
Interest	359	303	244	197	223
Other receipts	986	754	770	786	802
Trust funds deposits taken	2,444	2,446	2,420	2,420	2,420
Trust funds deposits repaid	-2318	-2328	-2400	-2400	-2400
Employee costs	(9,237)	(8,089)	(8,134)	(8,309)	(8,494)
Materials and consumables	(12,873)	(11,796)	(12,896)	(12,705)	(12,939)
Net cash provided by operating activities	5,469	8,009	7,433	5,200	5,052
<b>Cash flows from investing activities</b>					
Payments for property, plant and equipment	(9,517)	(8,491)	(11,128)	(4,500)	(4,500)
Proceeds from sale of property, plant and equipment	196	105	105	105	105
Proceeds from investments	3,507	1,000	2,000	-	-
Net cash used in investing activities	(5,814)	(7,386)	(9,023)	(4,395)	(4,395)
<b>Cash flows from financing activities</b>					
Finance costs	-	-	-	-	-
Proceeds from borrowings	-	-	-	-	-
Repayment of borrowings	-	-	-	-	-
Net cash provided by (used in) financing activities	-	-	-	-	-
<b>Net (decrease) increase in cash &amp; cash equivalents</b>	(345)	623	(1,590)	805	657
Cash and cash equivalents at beginning of the financial year	2,591	2,246	2,869	1,279	2,084
<b>Cash and cash equivalents at end of the financial year</b>	2,246	2,869	1,279	2,084	2,741

## 5.5 Statement of Capital Works

For the 4 years ending 30 June 2021

	Forecast Actual 2016/17 \$'000	Budget 2017/18 \$'000	Strategic Resource Plan Projections		
	2018/19 \$'000	2019/20 \$'000	2020/21 \$'000		
<b>Property</b>					
Land	-	-	-	-	-
Buildings	897	1,705	3,840	1,070	1,070
<b>Total property</b>	897	1,705	3,840	1,070	1,070
<b>Plant and equipment</b>					
Plant, machinery and equipment	1,669	476	500	500	500
Fixtures, fittings and furniture	-	-	50	50	50
Computers and telecommunications	120	150	75	75	75
Library books	76	76	0	0	0
<b>Total plant and equipment</b>	1,865	702	625	625	625
<b>Infrastructure</b>					
Roads	4,443	3,040	3,870	1,400	1,400
Bridges	639	153	400	400	400
Footpaths and cycleways	202	525	100	100	100
Drainage	280	104	175	175	175
Recreational, leisure and community facilities	1,191	2,000	1,788	400	400
Parks, open space and streetscapes	0	262	330	330	330
<b>Total infrastructure</b>	6,755	6,084	6,663	2,805	2,805
<b>Total capital works</b>	9,517	8,491	11,128	4,500	4,500
<b>Represented by:</b>					
New asset expenditure	519	490	-	-	-
Asset renewal expenditure	3,354	3,306	4,400	4,500	4,500
Asset upgrade expenditure	5,644	4,695	6,728	-	-
Asset expansion expenditure	-	-	-	-	-
<b>Total capital works expenditure</b>	9,517	8,491	11,128	4,500	4,500

## 5.6 Statement of Human Resources

*For the 4 years ending 30 June 2021*

	Forecast Actual	Budget	Strategic Resource Plan Projections		
	2016/17	2017/18	2018/19	2019/20	2020/21
	\$'000	\$'000	\$'000	\$'000	\$'000
<b>Staff expenditure</b>					
Employee costs - operating	8,112	8,081	8,151	8,364	8,539
Employee costs - capital	685	663	669	686	700
<b>Total staff expenditure</b>	<b>8,797</b>	<b>8,744</b>	<b>8,820</b>	<b>9,050</b>	<b>9,239</b>
	FTE	FTE	FTE	FTE	FTE
<b>Staff numbers</b>					
Employees	105	105	105	105	105
<b>Total staff numbers</b>	<b>105</b>	<b>105</b>	<b>105</b>	<b>105</b>	<b>105</b>

## 6 Financial performance indicators

The following table highlights Council's current and projected performance across a range of key financial performance indicators. These indicators provide a useful analysis of Council's financial position and performance and should be interpreted in the context of the organisation's objectives.

Indicator	Measure	Notes	Forecast Actual	Budget	Strategic Resource Plan Projections			Trend
			2016/17	2017/18	2018/19	2019/20	2020/21	+/-
<b>Operating position</b>								
Adjusted underlying result	Adjusted underlying surplus (deficit) / Adjusted underlying revenue	1	2.7%	1.4%	-1.0%	-2.4%	-2.8%	-
<b>Liquidity</b>								
Working Capital	Current assets / current liabilities	2	208.8%	171.2%	122.0%	134.7%	134.0%	-
Unrestricted cash	Unrestricted cash / current liabilities		112.1%	52.8%	97.4%	114.4%	115.4%	o
<b>Obligations</b>								
Loans and borrowings	Interest bearing loans and borrowings / rate revenue	3	0.0%	0.0%	0.0%	0.0%	0.0%	o
Loans and borrowings	Interest and principal repayments on interest bearing loans and borrowings / rate revenue		0.0%	0.0%	0.0%	0.0%	0.0%	o
Indebtedness	Non-current liabilities / own source revenue		21.9%	17.1%	15.9%	15.4%	12.7%	-
Asset renewal	Asset renewal expenditure / depreciation	4	79.0%	75.7%	97.6%	94.8%	93.8%	+
<b>Stability</b>								



Rates concentration	Rate revenue / adjusted underlying revenue	5	49.7%	53.6%	54.7%	55.1%	55.3%	+
Rates effort	Rate revenue / CIV of rateable properties in the municipality		0.49%	0.50%	0.50%	0.51%	0.51%	o
<b>Efficiency</b>								
Expenditure level	Total expenditure / no. of property assessments		\$2,900	\$2,824	\$2,895	\$3,001	\$3,073	+
Revenue level	Residential rate revenue / No. of residential property assessments		\$1,334	\$1,360	\$1,394	\$1,429	\$1,464	+
Workforce turnover	No. of permanent staff resignations & terminations / average no. of permanent staff for the financial year	6	14.2%	15.2%	15.2%	15.2%	15.2%	o

## Key to Forecast Trend:

- + Forecasts improvement in Council's financial performance/financial position indicator
- o Forecasts that Council's financial performance/financial position indicator will be steady
- Forecasts deterioration in Council's financial performance/financial position indicator

## Notes to indicators

**1 Adjusted underlying result** – An indicator of the sustainable operating result required to enable Council to continue to provide core services and meet its objectives. Improvement in financial performance expected over the period, although continued losses means reliance on Council's cash reserves or increased debt to maintain services.

**2 Working Capital** – The proportion of current liabilities represented by current assets. Working capital is forecast to decrease in 2017/18 year due to a run down in cash reserves to fund the capital program and carried forward works from 2016/17.

**3 Loans and borrowings** – Council repaid all its borrowings in July 2015 and does not forecast to take out any further borrowings.



**4 Asset renewal** - This percentage indicates the extent of Council's renewal of assets against its depreciation charge (an indication of the decline in value of its existing capital assets). A percentage greater than 100 indicates Council is maintaining its existing assets, while a percentage less than 100 means its assets are deteriorating faster than they are being renewed and future capital expenditure will be required to renew assets.

**5 Rates concentration** - Reflects extent of reliance on rate revenues to fund all of Council's on-going services. Trend indicates Council will become more reliant on rate revenue compared to all other revenue sources.



## 7 Other budget information (required by the Regulations)

This section presents other budget related information required by the Regulations

This section includes the following statements and reports:

- 7.1. Grants - operating
- 7.2 Grants capital
- 7.3 Statement of borrowings



## 7.1 Grants - operating

Operating grants include all monies received from State and Federal sources for the purposes of funding the delivery of Council's services to ratepayers. Overall, the level of operating grants is projected to decrease by \$0.5 million compared to 2016/17. This is mainly due to Council expecting to receive \$0.5 million for flood restoration work in 2016/17.

A list of operating grants by type and source, classified into recurrent and non-recurrent, is included below.

Operating Grant Funding Type and Source	Forecast		
	Actual	Budget	Variance
	2016/17 \$'000	2017/18 \$'000	\$'000
<b>Recurrent - Commonwealth Government</b>			
Victorian Grants Commission	3,395	3,462	67
<b>Recurrent - State Government</b>			
Immunisations	7	4	( 3 )
Valuations	201	62	( 139 )
School crossing supervisors	19	19	-
Senior citizens	43	46	3
Maternal and child health	153	189	36
Youth services	105	91	( 14 )
Emergency services	30	-	( 30 )
Libraries	169	177	8
Other	11	20	9
<b>Total recurrent grants</b>	<b>4,158</b>	<b>4,095</b>	<b>( 63 )</b>

Operating Grant Funding Type and Source	Forecast		
	Actual	Budget	Variance
	2016/17 \$'000	2017/18 \$'000	\$'000
<b>Non-recurrent - Commonwealth Government</b>			
Nil	-	-	-
<b>Non-recurrent - State Government</b>			
Community development	43	57	14
Planning strategy	-	30	30
VASP	40	-	( 40 )
Emergency services	-	60	60
Flood restoration	500	-	( 500 )
Other	-	6	6
<b>Total non-recurrent grants</b>	<b>583</b>	<b>143</b>	<b>( 440 )</b>



### 7.1.1 Victoria grants commission allocation

Council allocates its Victorian Grants Commission (VGC) income to specific business functions within Council. The allocation is based on areas which benefit the community and is expenditure less the income of the business function. The table below sets out which business functions have VGCs grants allocated.

## 7.2 Grants - capital

Capital grants include all monies received from State, Federal and community sources for the purposes of funding the capital works program. Overall the level of capital grants will increase compared to 2016/17 this is mainly from Alpine Better Places \$1.09 million and Alpine Events Park \$0.65 million capital grant funding.

Section 6. "Analysis of Capital Budget" includes a more detailed analysis of the grants and contributions expected to be received during the 2017/18 year. A list of capital grants by type and source, classified into recurrent and non-recurrent, is included below.

Capital Grant Funding Type and Source	Forecast		
	Actual	Budget	Variance
	2016/17	2017/18	
	\$'000	\$'000	\$'000
<b>Recurrent - Commonwealth Government</b>			
Roads to recovery	1,223	500	( 723 )
<b>Recurrent - State Government</b>			
Nil	-	-	-
<b>Total recurrent grants</b>	<b>1,223</b>	<b>500</b>	<b>( 723 )</b>
Capital Grant Funding Type and Source	Forecast		
	Actual	Budget	Variance
	2016/17	2017/18	
	\$'000	\$'000	\$'000
<b>Non-recurrent - Commonwealth Government</b>			
Nil			
<b>Non-recurrent - State Government</b>			
Roads	-	-	0
Transfer station upgrade	43	405	362
Alpine Better Places	-	1,095	1,095
Alpine Events Park	187	655	468
Bridge renewal program	164	70	(94)
Recreational	21	215	194
Buildings	18	-	(18)
<b>Total non-recurrent grants</b>	<b>433</b>	<b>2,440</b>	<b>2,007</b>



## 7.3 Statement of borrowings

The table below shows information on borrowings specifically required by the regulations.

	2016/17	2017/18
Total amount borrowed as at 30 June of the prior year	-	-
Total amount to be borrowed	-	-
Total amount projected to be redeemed	-	-
<b>Total amount of borrowings proposed as at 30 June</b>	<b>-</b>	<b>-</b>



## 8 Detailed list of Capital Works

This section presents a listing of the capital works projects that will be undertaken for the 2017-18 year.

The capital works projects are grouped by class and include the following:

8.1 New works for 2017/18

8.2 Works carried forward from the 2016/17 year.

8.3 Summary

## 8.1 New works

Capital Works Area	Asset expenditure type					Summary of funding sources			
	Project cost	New	Renewal	Upgrade	Expansion	Grants	Contributions	Council cash	Borrowings
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>Property</b>									
<b>Buildings</b>									
Myrtleford Indoor Sports Stadium Expansion	150			150		75		75	
McNamara Reserve Netball And Tennis Facilities	80	80				40		40	
Mount Beauty Community Centre Renewal - Windows	55		55					55	
Bright Office Renewal Stage 2 - Air Conditioning	45		45					45	
Bright Office Renewal Stage 2 - Double Glazing	45		45					45	
Bright Community Centre Renewal - Air Conditioning	35		35					35	
Dederang Hall Renewal - Toilet And Roof	35		35					35	
Lock Hardware Renewal Stage 1	25		25					25	
Porepunkah Riverside Park Amenities Renewal	20		20					20	
Bright Office Renewal Stage 2 - Information Technology (Server Relocation)	20		20					20	
<b>Total property</b>	<b>510</b>	<b>80</b>	<b>280</b>	<b>150</b>	<b>-</b>	<b>115</b>	<b>-</b>	<b>395</b>	<b>-</b>
<b>Plant and equipment</b>									
Bright Office Renewal Stage 2 - Furniture	90		90					90	
Library books, Magazines And DVDs	76		76					76	
Light Fleet Renewal (2017-18)	50		50					50	
Bright Office Renewal Stage 2 - Information Technology (Other)	40		40					40	
Large Plant Renewal (2017-18)	36		36					36	
Small Plant And Equipment Renewal (2017-18)	20		20					20	
Large Plant New (2017-18)	20	20						20	
Aerial Photography (2017-18)	20		20					20	
<b>Total plant and equipment</b>	<b>352</b>	<b>20</b>	<b>332</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>352</b>	<b>-</b>
<b>Infrastructure</b>									
<b>Roads</b>									
Alpine Better Places Myrtle Street	690			690		220		470	
Resealing Kiewa Valley (2017-18)	580		580			500		80	
Gravel Re-sheeting (2017-18)	235		235					235	
Pavement Renewal (2017-18)	385		385					385	
Kerb And Channel Renewal (2017-18)	50		50					50	
Dinner Plain Road Renewal (2017-18)	50		50					50	
Gavan Street Lane Modifications	35			35				35	
Kiewa Valley Highway Crossing Upgrade	30			30				30	
Wandiligong Primary School Traffic Management Plan	20			20				20	
Bay Creek Lane And Redbank Mongans Road Intersection	10			10				10	
Alpine Better Places Porepunkah	-					575		( 575 )	



<b>Bridges</b>								
Briggs Bridge Upgrade	140			140		70		70
<b>Footpaths and cycleways</b>								
Dinner Plain Mountain Bike Trails	200	200						200
Footpath Renewal (2017-18)	180		180					180
Simmonds Creek Road Footpath Extension - High Priority Sections	100	100						100
<b>Drainage</b>								
Urban Drainage Renewal (2017-18)	75		75					75
Delaney Avenue Drainage Improvements	20			20				20
<b>Recreational, leisure and community facilities</b>								
Alpine Events Park	1,650			1,650		655		995
Mount Beauty Pool Upgrade	150			150		100		50
Savoy Soccer Club Additional Training Area	25			25				25
Les Peart Oval Soccer Goals	5		5					5
<b>Parks, open space and streetscapes</b>								
Playground Equipment Renewal (2017-18)	80		80					80
Dinner Plain Village Green	45	45						45
Porepunkah Toddlers Pool Renewal	35		35					35
<b>Off-street car parks</b>								
Bright Car Parking Plan	10			10				10
<b>Waste infrastructure</b>								
Mount Beauty Transfer Station Upgrade	490			490		245		245
Myrtleford Transfer Station Upgrade	320			320		160		160
Public Bins Renewal And New (2017-18)	45		45					45
Kerbside Bins Renewal And New (2017-18)	35		35					35
<b>Total infrastructure</b>	<b>5,690</b>	<b>345</b>	<b>1,755</b>	<b>3,590</b>	<b>-</b>	<b>2,525</b>	<b>-</b>	<b>3,165</b>
Capitalised Wages	663	45	218	400		-	-	663
<b>Total capital works expenditure</b>	<b>7,215</b>	<b>490</b>	<b>2,585</b>	<b>4,140</b>	<b>-</b>	<b>2,640</b>	<b>-</b>	<b>4,575</b>

## 8.2 Works carried forward from the 2016/17 year

Capital Works Area	Project cost \$'000	Asset expenditure type				Grants \$'000	Summary of funding sources		
		New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000		Contributions \$'000	Council cash \$'000	Borrowings \$'000
<b>Property</b>								-	
<b>Buildings</b>								-	
Bright Office Renewal Stage 2 – General	240		240					240	
<b>Total property</b>	<b>240</b>	-	<b>240</b>	-	-	-	-	<b>240</b>	-
<b>Plant and equipment</b>			-						
Large Plant Renewal (2016-17)	350		350					350	
<b>Total plant and equipment</b>	<b>350</b>	-	<b>350</b>	-	-	-	-	<b>350</b>	-
<b>Infrastructure</b>								-	
<b>Roads</b>								-	
Alpine Better Places Mafeking Square	405			405		300		105	
Alpine Better Places Porepukah	150			150				150	
Resealing Upper Ovens (2016-17)	74		74					74	
Anderson Street Pavement Rehabilitation	57		57					57	
<b>Total infrastructure</b>	<b>686</b>	-	<b>131</b>	<b>555</b>	-	<b>300</b>	-	<b>386</b>	-
<b>Total capital works carried forward from 2016-17</b>	<b>1,276</b>	-	<b>721</b>	<b>555</b>	-	<b>300</b>	-	<b>976</b>	-

## 8.3 Summary

Capital Works Area	Project cost \$'000	Asset expenditure type				Grants \$'000	Summary of funding sources		
		New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000		Contributions \$'000	Council cash \$'000	Borrowings \$'000
Property	750	80	520	150	-	115	-	635	-
Plant and equipment	702	20	682	-	-	-	-	702	-
Infrastructure	7,039	390	2,104	4,545	-	2,825	-	4,214	-
<b>Total capital works</b>	<b>8,491</b>	<b>490</b>	<b>3,306</b>	<b>4,695</b>	-	<b>2,940</b>	-	<b>5,551</b>	-

## 9 Rates and charges

This section presents information about rates and charges which the Act and the Regulations require to be disclosed in the Council's annual budget.

9.1 Rates and charges

9.2 Rating strategy

9.3 Differential farm rate policy

9.4 Differential commercial/industrial rate policy

9.5 Waste services charge policy

## 9.1 Rates and charges

In developing the Strategic Resource Plan (SRP) and Long Term Financial Plan (LTFP), rates and charges were identified as an important source of revenue, accounting for approximately 63% of the total revenue received by Council annually. Planning for future rate increases has therefore been an important component of the Strategic Resource and Long Term Financial Planning process.

The State Government have introduced the *Fair Go Rates System (FGRS)* which sets out the maximum amount councils may increase rates in a year. For 2017/18 the FGRS cap has been set at 2.0%. The cap applies to both general rates and municipal charges and is calculated on the basis of council's average rates and charges.

Whilst the State Government has set a rate cap of 2.0% for the 2017/18 financial year, Alpine Shire Council has already made significant changes to its operations over the last 2 years to improve its financial sustainability, including no general wage increase in the EBA.

This transformational change has been to minimise rate increases to ratepayers, maintain service delivery, improve innovation and deliver greater outcomes for the community.

This year Council is proposing a 1.9% increase in rate revenue which is lower than the rate cap. Council is also proposing to lower the Dinner Plain Village Rate from 65% of the general rate to 43% of the general rate.

The level of required rates and charges has been considered with reference to Council's other sources of income and the planned expenditure on services and works to be undertaken for the Alpine community.

### 9.1.1 The rate in the dollar to be levied as general rates under Section 158 of the Act for each type or class of land compared with the previous financial year.

Type or class of land	2016/17 cents/\$CIV	2017/18 cents/\$CIV	Change %
General rate for rateable residential properties	0.4901	0.4994	1.9%
General rate for rateable Dinner Plain properties	0.4901	0.4994	1.9%
Differential rate for rateable commercial/industrial properties	0.7008	0.7141	1.9%
Differential rate for rateable farm properties	0.3578	0.3646	1.9%

9.1.2 The estimated total amount to be raised by general rates in relation to each type or class of land, and the estimated total amount to be raised by general rates, compared with the previous financial year.

Type or class of land	2016/17 annualised \$	2017/18 \$	Change %
Residential	7,997,095	8,264,935	3.3%
Dinner Plain	638,566	683,584	7.0%
Commercial/Industrial	2,343,717	2,377,907	1.5%
Farm	2,148,472	2,190,991	2.0%
<b>Total amount to be raised by general rates</b>	<b>13,127,850</b>	<b>13,517,416</b>	<b>3.0%</b>

9.1.3 The number of assessments in relation to each type or class of land, and the total number of assessments, compared with the previous financial year.

Type or class of land	2016/17 #	2017/18 #	Change #
Residential	5,996	6,078	82
Dinner Plain	532	532	-
Commercial/Industrial	902	893	( 9 )
Farm	1087	1083	( 4 )
<b>Total number of assessments</b>	<b>8,517</b>	<b>8,586</b>	<b>69</b>

9.1.4 The basis of valuation to be used is the Capital Improved Value (CIV).

9.1.5 The estimated total value of each type or class of land, and the estimated total value of land, compared with the previous financial year.

Type or class of land	2016/17 annualised \$	2017/18 \$	Change %
Residential	1,631,727,100	1,654,972,900	1.4%
Dinner Plain	130,293,000	136,881,000	5.1%
Commercial/Industrial	334,414,000	332,974,000	-0.4%
Farm	600,512,600	600,992,600	0.1%
<b>Total value of land</b>	<b>2,696,946,700</b>	<b>2,725,820,500</b>	<b>1.1%</b>

9.1.6 Rate in the dollar to be levied as special rates under section 163 of the Act for Dinner Plain properties compared with the previous financial year.

Type or class of land	2016/17 cents/\$CIV	2017/18 cents/\$CIV	Change %
Special rate for rateable Dinner Plain properties (Airport & farm not included - residential only)	0.3186	0.2147	-32.6%

9.1.7 The estimated total amount to be raised by special rates in relation to Dinner Plain properties and rates In Lieu, compared with the previous financial year.

Type or class of land	2016/17 annualised \$	2017/18 \$	Change %
Special rate for rateable Dinner Plain properties (Airport & farm not included - residential only)	415,113	293,941	-29.2%
In Lieu	110,000	582,938	429.9%
<b>Total amount to be raised by special rates</b>	<b>525,113</b>	<b>876,822</b>	<b>67.0%</b>

9.1.8 The rate or unit amount to be levied for each type of service rate or charge under Section 162 of the Act compared with the previous financial year.

Type of Charge	Per Rateable Property 2016/17 \$	Per Rateable Property 2017/18 \$	Change \$	Change %
Waste - 80 litre bin - weekly	235.30	230.00	( 5.30 )	-2.3%
Waste - 240 litre bin - weekly	521.70	510.00	( 11.70 )	-2.2%
Waste - 240 litre bin - fortnightly	235.30	230.00	( 5.30 )	-2.3%
Recycling - 140 litre - fortnightly	77.50	75.80	( 1.70 )	-2.2%
Recycling - 240 litre - fortnightly	77.50	75.80	( 1.70 )	-2.2%
Recycling - 360 litre - fortnightly	77.50	75.80	( 1.70 )	-2.2%
Recycling - 240 litre - weekly	155.10	151.60	( 3.50 )	-2.3%
Recycling - 360 litre - weekly	155.10	151.60	( 3.50 )	-2.3%
Dinner Plain standard service	788.20	803.96	15.76	2.0%
Dinner Plain commercial service	1,659.60	1,692.79	33.19	2.0%
Waste management charge	98.20	98.20	-	0.0%

9.1.9 The number of bins or assessments in relation to each charge type compared to the previous financial year.

Type of Charge	Bins 2016/17 #	Bins 2017/18 #	Change #
Waste - 80 litre bin - weekly	5,629	5,680	51
Waste - 240 litre bin - weekly	505	535	30
Waste - 240 litre bin - fortnightly	164	177	13
Recycling - 140 litre - fortnightly	405	404	( 1 )
Recycling - 240 litre - fortnightly	5,691	5,696	5
Recycling - 360 litre - fortnightly	242	331	89
Recycling - 240 litre - weekly	93	89	( 4 )
Recycling - 360 litre - weekly	74	81	7
Dinner Plain standard service	383	385	2
Dinner Plain commercial service	14	13	( 1 )
<b>Total number of bins</b>	<b>13,200</b>	<b>13,391</b>	<b>191</b>

Type of Charge	Assessments 2016/17 #	Assessments 2017/18 #	Change #
Waste management charge	6,916	6,975	59

9.1.10 The estimated total amount to be raised by each type of service rate or charge, and the estimated total amount to be raised by service rates and charges, compared with the previous financial year

Type of Charge	2016/17 \$	2017/18 \$	Change %
Waste - 80 litre bin - weekly	1,324,504	1,306,400	-1.4%
Waste - 240 litre bin - weekly	263,459	272,850	3.6%
Waste - 240 litre bin - fortnightly	38,589	40,710	5.5%
Recycling - 140 litre - fortnightly	31,388	30,623	-2.4%
Recycling - 240 litre - fortnightly	441,053	431,757	-2.1%
Recycling - 360 litre - fortnightly	18,755	25,090	33.8%
Recycling - 240 litre - weekly	14,424	13,492	-6.5%
Recycling - 360 litre - weekly	11,477	12,280	7.0%
Dinner Plain standard service	301,881	309,525	2.5%
Dinner Plain commercial service	23,234	22,006	-5.3%
Waste management charge	679,151	684,945	0.9%
<b>Total</b>	<b>3,147,915</b>	<b>3,149,678</b>	<b>0.1%</b>

#### 9.1.11 The estimated total amount to be raised by all rates and charges compared with the previous financial year

Type of Charge	2016/17 annualised	2017/18	Change
	\$	\$	%
Rates and charges	15,422,084	16,234,918	5.3%
Rates and charges - Dinner Plain	1,378,794	1,308,999	-5.1%
<b>Total Rates and Charges</b>	<b>16,800,878</b>	<b>17,543,917</b>	<b>4.4%</b>

#### 9.1.12 Average change to assessment

To assist ratepayers in determining how changes to the rates may affect them, Council has included a table which shows what an average ratepayer may expect to pay. This table is split into each rating category.

The Dinner Plain rate will also decrease due to a reduction in the Dinner Plain Village Rate from 65% to 43% of the general rate.

Description	2016/17	2017/18		
	\$	\$	Change	Change
Average Residential Rates	1,333.74	1,359.81	26.07	1.95%
Waste - 80 litre bin - weekly	235.30	230.00	( 5.30 )	-2.25%
Recycling - 240 litre - fortnightly	77.50	75.80	( 1.70 )	-2.19%
Landfill rehabilitation and development charge	98.20	98.20	-	0.00%
<b>Total average change</b>	<b>1,744.74</b>	<b>1,763.81</b>	<b>19.07</b>	<b>1.09%</b>
Average Commercial/Industrial Rates	2,598.36	2,662.83	64.47	2.48%
Waste - 80 litre bin - weekly	235.30	230.00	( 5.30 )	-2.25%
Recycling - 240 litre - fortnightly	77.50	75.80	( 1.70 )	-2.19%
Landfill rehabilitation and development charge	98.20	98.20	-	0.00%
<b>Total average change</b>	<b>3,009.36</b>	<b>3,066.83</b>	<b>57.47</b>	<b>1.91%</b>
Average Farm Rates	1,976.52	2,023.08	46.56	2.36%
Waste - 80 litre bin - weekly	235.30	230.00	( 5.30 )	-2.25%
Recycling - 240 litre - fortnightly	77.50	75.80	( 1.70 )	-2.19%
Landfill rehabilitation and development charge	98.20	98.20	-	0.00%
<b>Total average change</b>	<b>2,387.52</b>	<b>2,427.08</b>	<b>39.56</b>	<b>1.66%</b>
Average Dinner Plain Rates	1,980.60	1,837.35	( 143.25 )	-7.23%
Dinner Plain standard service	788.20	803.96	15.76	2.00%
<b>Total average change</b>	<b>2,768.80</b>	<b>2,641.31</b>	<b>( 127.49 )</b>	<b>-4.60%</b>





Disclaimer: this table calculates the average rates and charges based on rate revenue divided by the number of properties and includes only one of each type of bin per rate category. For ratepayers who have more than one bin or a different size bin, or whose properties are greater than the average CIV, this will result in a different percentage change in the rates notice.

### 9.1.13 Any significant changes that may affect the estimated amounts to be raised by rates and charges

There are no known significant changes which may affect the estimated amounts to be raised by rates and charges. However, the total amount to be raised by rates and charges may be affected by:

- *Supplementary valuations;*
- *The variation of returned levels of value (e.g. valuation appeals);*
- *Changes in use of land such that rateable land becomes non-rateable land and vice versa; or*
- *Changes in use of land such that residential land becomes business land and vice versa.*

## 9.2 Rating strategy

### 9.2.1 Purpose

The purpose of this strategy statement is to identify the fairest and most equitable method of distributing the rate burden across the Alpine Shire.

Key considerations for Council when deciding on the most appropriate rating structure include:

- *What is a fair and equitable distribution of rates and charges as required by the provisions of the Local Government Act 1989.*
- *Whether the current rating structure facilitates a fair and equitable distribution of rates and charges.*
- *To evaluate the use of differential rates and how they are applied to their respective categories, whether they are fair and equitable and if any anomalies exist between them.*
- *Optimising the rate base.*
- *Maintaining Dinner Plain as a discreet business unit.*
- *Evaluate the use of Special Rates and Charges.*

### 9.2.2 Property rating overview

Rates and charges supply approximately 60% of Alpine Shire income and are based on property value. When levying rates, Council adheres to three overriding principles:

- *Equity: including both horizontal and vertical equity in the basis of rating. Horizontal equity means that those in the same position, i.e. with the same property value, should be treated the same. Vertical equity demands that higher property values should attract a higher level of rates.*
- *Efficiency: that the rating system is easy to apply and is consistent with the major policy objectives of the Council.*
- *Simplicity: that the rating system is easy to understand. This ensures that the rating system is transparent and capable of being questioned and challenged by ratepayers.*

**Action:** That equity, efficiency and simplicity be the overriding principles when applying rates in the Alpine Shire.

### 9.2.3 Objective

The *Local Government Act 1989* provides that Council's rating policies should enable the Council to fulfil its purposes. The Local Government Act Objectives that are relevant in the context of a rating strategy are:

- *to ensure the equitable imposition of rates and charges;*
- *to ensure transparency and accountability in Council decision making.*

The Alpine Shire sets out to fulfil these objectives through the declaration of a general rate, differential rates and a special rate.

### 9.2.4 General Rates

Council will apply the general rates to a property unless the property falls into a specific differential rate category. The general rate is the cornerstone of Council's rating system. All differential rates are expressed as a percentage of the general rate.

**Action:** That the general rate be the default rate applied to all property unless it falls into another category in accordance with Council's rating policies.

### 9.2.5 Differential Rates

The *Local Government Act 1989* enables a Council rating on a Capital Improved Value to raise rates by the application of differential rates, if the Council considers the differential rate will contribute to the equitable and efficient carrying out of its functions.

Differentials should be applied where specified local objectives can be achieved. There is no limit to the number of differential rates that can be applied.

The Alpine Shire currently has two differential rates:

- *Farm rate; and*
- *Commercial/Industrial Rate.*

### 9.2.6 Farm rate

Farm properties account for 16.2% of rate revenue (excluding special rates).

The objective of the farm rate policy is "to allow for a reduced rate on all land declared as farm land which will more equitably spread the general rate burden over the rate base of the municipality given the broad nature of services provided by Council and their availability to the farming community."



A differential farm rate at 73% of the general rate is regarded as a realistic discount and will provide an equitable distribution of rate reductions to this property group.

It is important to ensure that highly productive farming land is not rated at levels that force farmers to seek to subdivide and sell off parcels to remain viable.

**Action:** That the farm rate be applied to land that falls within the definition of Council's Farm Rate Policy.

### 9.2.7 Commercial/Industrial Rate

Commercial/Industrial properties account for 17.6% of the rates revenue (excluding special rates).

The objective of the commercial/industrial rate policy is *"to ensure equity in the application of the rating burden across the Shire. It provides for the higher costs of servicing commercial and industrial properties, specialist properties and undertaking economic development and tourism strategies. This is reflected in the application of a rate in the dollar which is higher than the rate in the dollar for other land."*

A commercial/industrial differential rate of 143% of the general rate is regarded as the necessary amount required to provide the additional services to this sector.

The tourism industry is the largest industry within the Shire. Festivals and events are a critical driver for the Alpine Shire economy and Council delivers a coordinated program to attract, develop and retain a strong calendar of events.

A significant portion of the money raised is invested to undertake economic development and tourism strategies, to support the growth and future wellbeing of both tourism and economic development within the Shire.

Investment in tourism and economic development, along with the physical location and general nature of commercial/industrial properties, results in a higher servicing cost to Council. Therefore, a differential rate is applied to ensure equity.

**Action:** That the commercial/industrial rate be applied to land that falls within the definition of Council's Commercial/Industrial Rate Policy.

### 9.2.8 Valuation Method

Local Government may use the site value, capital improved value and net annual value system as a basis for property valuation.

Capital Improved Value (CIV) is Council's preferred valuation method. CIV is essentially the market value of a property which is easily understood by the average ratepayer. It also provides the flexibility for differential rates if required. CIV is used by most Councils in Victoria and has been used uniformly by Alpine Shire since the 1995/96 financial year.

The formula for determining the rates payable on a property is: Capital Improved Value (CIV) multiplied by the rate in the dollar.

The rate in the dollar is adjusted as part of the annual budget process to ensure that the correct amount of rates are raised to fund Council's operations.

**Action:** That Capital Improved Value be the basis for the calculation of rates.

### 9.2.9 Special Rates and Charges

Special rates and charges are a very useful mechanism for funding Council initiatives which directly benefit specific segments of the community. Council can require a person to pay a special rate or charge, if it considers that it will be of special benefit to the person required to pay it.



Special rates are based on the user pays principle. In that, ratepayers should pay for additional services that they receive above what is considered normal. It is also important to note that money collected from any special rate must be spent on the purpose for which it is collected.

Council has one special rate currently in operation to fund the higher servicing costs at Dinner Plain Village, deemed the Dinner Plain Village Rate.

**Action:** That special rates and charges be applied if the Council considers that there will be a special benefit to the person required to pay it.

#### 9.2.10 Dinner Plain

Council operates Dinner Plain as a discreet Business function which makes it unique when compared to other towns within the shire. The servicing costs of Dinner Plain are significantly higher than all other areas, due to the complex nature and special requirements of this resort. Council applies a general rate, a special rate and Waste Service charges to reflect the actual costs of servicing the village. Under this arrangement the General Rate Income funds traditional services, e.g. road maintenance, street lighting, fire services and administration. Whilst the special rate funds specialist services that are unique to the Dinner Plain village, e.g. snow clearance.

The level of the Dinner Plain Village Rate is set in consultation with the Dinner Plain Advisory committee. Any unspent money is placed in a reserve for use at Dinner Plain on future projects. Areas of overspending are funded from the reserve balance.

**Action:** That Dinner Plain continue to be operated as a discreet business function.

#### 9.2.11 Service Rates and Service Charges

Service Rates and Charges may be declared for: provision of water supply, collection and disposal of refuse and the provision of sewage services. A service rate or charge may be declared on the basis of any criteria specified by the Council.

The annual service rate or charge is applied according to the service delivered and is fully funded from this area. It is not funded by general rates.

Alpine Shire levies the following annual service charges in addition to general or differential rates:

- *Waste Collection*
- *Recycling Collection*
- *Waste management charge*

**Action:** That service rates and charges continue to be levied for the collection of kerbside waste and recycling, for landfill rehabilitation and development, transfer station operations and other waste related expenditure.

#### 9.2.12 Rebates and Concessions

Council may grant a rebate or a concession in relation to any rate or charge to assist the proper development of the municipal district, and to preserve, restore and maintain buildings or places of historical or environmental interest. Alpine Shire Council does not grant any rebates or concession of this nature.

The *Local Government Act 1989* provides for concessions applicable under the *State Concessions Act 1986*. Eligible pensioners may apply for a rate concession on the principle place of residence funded by the State Government.

**Action:** That Alpine Shire Council continues to deliver pensioner concessions in accordance with the *Local Government Act 1989* and the *State Concessions Act 1986*.

That Alpine Shire Council does not grant any other rebates or concessions.

#### 9.2.13 Municipal Charge

A Municipal Charge is a flat charge per assessment that can be used to offset administrative costs of the Council and is in addition to general rates. The maximum charge that can be levied cannot exceed 20% of the revenue raised from general rates and the Municipal Charge.

It is different to a service rate or charge.

Municipal Charges have the effect of flattening the rate burden making people in lower valued properties pay more. The Alpine Shire does not have a large number of low value properties as some other Councils do. To place a charge on the rate notice to cover 'administrative costs' of the council, is unpopular and hard for the ratepayer to understand. Accordingly, this mechanism has been deemed to be unsuitable.

**Action:** That Alpine Shire does not levy a Municipal Charge.

#### 9.2.14 Rate Contributions

The residential sector comprises 60.7% of the total CIV and contributes to approximately 57.4% of the total rate revenue. The Commercial Industrial sector comprises approximately 12.3% of the total CIV and contributes 16.5% of the total rate revenue. The Farm sector comprises 22% of total CIV but contributes 15.2% of rate revenue due to the farm rate discount. Dinner Plain comprises 5.0% of total CIV and contributes 6.8% of total rate revenue due to the Dinner Plain Village Rate while the AGL Rates in Lieu Agreement contribution makes up 4.0% of total rate revenue.

#### 9.2.15 Strategic Resource Plan

The Strategic Resource Plan (SRP) details the resources required to achieve Council's strategic objectives as expressed in the Council Plan, over the next four years (refer to section 15).

The Strategic Resource Plan is intended to achieve the following objectives:

- *Maintain a strong cash position, ensuring Council remains financially sustainable in the short and long term.*
- *Achieve operating statement surpluses which allow for sufficient spending on Capital to reduce the renewal gap and to enable projects to create new and improved infrastructure to be considered.*
- *Maintain low debt levels.*
- *Continue to pursue recurrent grant funding for strategic capital projects from the State and Federal government.*
- *Ensure critical capital renewal projects are funded annually over the timeframe of the Strategic Resource Plan.*

Rates and charges are by far the largest source of funding within Council's Strategic Resource Plan and Long Term Financial Plan and are therefore essential for Councils' financial sustainability.

**Action:** That Council's Strategic Resource Plan and Long term Financial Plan be the guiding documents for the setting of rates and charges.

#### 9.2.16 Review

This statement will be reviewed in conjunction with Council's Strategic Resource Plan (SRP) and Long Term Financial Plan each year.

## 9.3 Differential farm rate policy

### 9.3.1 Policy statement

This policy establishes criteria for determining farm properties so that a differential rate may be applied in accordance with the Rating Strategy and section 161 of the *Local Government Act 1989*.

### 9.3.2 Purpose

To ensure that Council:

- *has a sound and equitable basis on which to determine the distribution of the rate burden and ensure consistency with provisions of the Local Government Act 1989.*
- *applies the farm rate to properties that fit the definition of farm land contained in this policy.*

### 9.3.3 Scope

This policy applies to Council when considering and determining the annual budget of rates and charges. Council officers must consider the application of this policy and that of other rates and charges policies when preparing revenue models or raising rates and charges.

- *This policy does not apply to land located in Bogong Village and the Dinner Plain Village area.*

### 9.3.4 Objective

To allow for a reduced general rate on all land declared as farm land which will more equitably spread the general rate burden over the rate base of the municipality given the broad nature of services provided by Council and their availability to the farming community.

### 9.3.5 Policy details

An application must be made to change the classification of a property to the differential farm rate.

“Farm Land” means any rateable land which must satisfy the following criteria:-

9.3.5.1 area must be of 8Ha or over; or

9.3.5.1.1 be used primarily for grazing (including agistment), dairying, pig-farming, poultry farming, fish farming, tree farming, bee keeping, viticulture, horticulture, fruit growing or the growing of crops of any kind or for any combination of those activities; and

9.3.5.1.2 show that the primary source of income is derived from the land; and

9.3.5.2 that it is used by a business:-

9.3.5.2.1 that has a significant and substantial commercial purpose or character; and

9.3.5.2.2 that seeks to make a profit on a continuous or repetitive basis from its activities on the land; and

9.3.5.2.3 that is making a profit from its activities on the land, or that has a reasonable prospect of making a profit from its activities on the land if it continues to operate in the way it is operating.

#### 9.3.6 Supporting legislation/procedures/ guidelines

- *Local Government Act 1989*
- *Alpine Shire Rating Strategy*

#### 9.3.7 Breaches and sanctions

Any variations outside this policy require Council approval.



## 9.4 Differential commercial/industrial rate policy

### 9.4.1 Policy statement

This policy establishes the criteria for determining commercial or industrial properties so that a differential rate may be applied in accordance with the Rating Strategy and section 161 of the *Local Government Act 1989*.

### 9.4.2 Purpose

To ensure that Council:

- *has a sound and equitable basis on which to determine the distribution of the rate burden and ensure consistency with provisions of the Local Government Act 1989.*
- *applies the Commercial/Industrial differential rate to properties that fit the Commercial/Industrial Definition contained in this policy.*

### 9.4.3 Scope

The policy applies to Council when considering and determining the annual budget of rates and charges. Council officers must consider the application of this policy and that of other rates and charges policies when preparing revenue models or raising rates and charges.

### 9.4.4 Objective

The objective of this policy is to ensure equity in the application of the rating burden across the Shire. It provides for the higher cost of servicing commercial and industrial properties, specialist properties and undertaking economic development and tourism strategies. This is reflected in the application of a rate in the dollar which is higher than the rate in the dollar for other land.

### 9.4.5 Policy details

Principles:

- *A differential rate for Commercial or Industrial Land will apply to Commercial or Industrial properties.*
- *For the purpose of identification, a property is assumed to be Commercial or Industrial if it satisfies any of the definition(s) contained within this policy.*
- *This policy does not apply to land located in Bogong Village and the Dinner Plain Village area.*

### 9.4.6 Definition and method of determination

#### Definition

Commercial or Industrial Land means land which:



- *is used primarily for commercial or industrial purposes (including but not limited to any accommodation premises, motel or hotel used primarily to accommodate travellers, tourists or other persons engaged in recreational pursuits); or*
- *is adapted or designed to be used primarily for commercial or industrial purposes (including but not limited to any accommodation premises adapted or designed to be used primarily for accommodating travellers, tourists or other persons engaged in recreational pursuits); or*
- *is located in a Business 1 Zone, Industrial 1 Zone or Industrial 2 Zone under the Alpine Planning Scheme; or*
- *has a dwelling constructed on it, which is not the principal place of residence of the owner and which is made available for commercial hire, lease or licence to tourists, persons engaged in recreational pursuits or other like persons (on either a casual or permanent basis). This is defined as a 'holiday house'.*

#### Method of Determination

- *The classification of which properties fall within the definition (excluding 'holiday houses') will be assigned by the Alpine Shire Contract Valuer, or:*
- *The classification of which dwellings satisfies the definition of a 'holiday house' as stated above, will be assigned by the Manager Corporate and Director Corporate Performance.*

#### 9.4.7 Supporting legislation/procedures/ guidelines

- *Local Government Act 1989*
- *Alpine Planning Scheme*
- *Valuer General Victoria Best Value Guidelines*
- *Alpine Shire Rating Strategy*

#### 9.4.8 Breaches and sanctions

Any variations outside this policy require Council approval.

## 9.5 Waste services charges policy

### 9.5.1 Policy statement

This policy establishes the criteria for determining the basis of the annual waste services charges in accordance with section 162 of the *Local Government Act 1989*.

### 9.5.2 Purpose

To ensure that Council:

- *has a sound and equitable basis on which to determine the application of waste collection, recycling collection and waste management charges and ensure consistency with provisions of the Local Government Act 1989.*
- *applies waste collection, recycling collection and waste management charges to properties as determined by this policy.*

### 9.5.3 Scope

This policy applies to Council when considering and determining the annual budget of rates and charges. Council officers must consider the application of this policy and that of other rates and charges policies when preparing revenue models or raising rates and charges.

### 9.5.4 Objective

The objective of this policy is to ensure equity in the application of waste services charges across the Shire. It outlines the application of waste costs on the following basis:

- *Waste collection*
- *Recycling collection*
- *Waste management*
- *Dinner Plain waste services*

### 9.5.5 Policy details

#### 9.5.5.1 Waste collection

Council operates a waste kerbside collection service. The waste kerbside collection service is a compulsory charge to all ratepayers excluding the following:

- *Dinner Plain ratepayers (refer to 7.5.5.4 - Dinner Plain waste services); and*
- *Ratepayers provided an exemption from the standard waste kerbside service.*
- *An exemption may be granted on the waste kerbside collection service on the following basis:*
- *Properties not included on a collection service route;*
- *Undeveloped land; or*
- *An existing commercial service already in place.*

The waste kerbside collection will be charged to ratepayers on the following basis:

- *size bin;*
- *quantity of bins; and*
- *frequency of collection.*

The waste kerbside collection charge operates on a total cost recovery basis which can be applied across multiple years to avoid yearly fluctuations in charges being passed onto ratepayers. If revenue raised from the Waste kerbside collection charge exceeds that of expenditure incurred in a given year, then the balance will be transferred to a reserve, namely the 'Waste reserve'. The Waste reserve will then be used for future purposes. Balances retained in the Waste reserve must be considered each year in determining any future waste kerbside collection charge with the aim of minimising increments being applied to ratepayers.

### 9.5.5.2 Recycling collection

Council operates a recycling kerbside collection service. The recycling kerbside collection service is a compulsory charge to all ratepayers excluding the following:

- *Dinner Plain ratepayers (refer to 7.5.5.4 - Dinner Plain waste services); and*
- *Ratepayers provided an exemption from the standard recycling kerbside service.*
- *An exemption may be granted on the recycling kerbside collection service on the following basis:*
  - *Properties not included on a collection service route;*
  - *Undeveloped land; or*
  - *An existing commercial service already in place.*

The recycling kerbside collection will be charged to ratepayers on the following basis:

- *size bin;*
- *quantity of bins; and*
- *frequency of collection.*

The recycling kerbside collection charge operates on a total cost recovery basis which can be applied across multiple years to avoid yearly fluctuations in charges being passed onto ratepayers. If revenue raised from the Recycling kerbside collection charge exceeds that of expenditure incurred in a given year, then the balance will be transferred to a reserve, namely the 'Waste reserve'. The Waste reserve will then be used for future purposes. Balances retained in the Waste reserve must be considered each year in determining any future recycling kerbside collection charge with the aim of minimising increments being applied to ratepayers.

### 9.5.5.3 Waste management

Council operates three transfer stations and has a number of landfills which are closed and require remediation in the future as required by the Environmental Protection Authority Victoria (EPA). Council also provides a public place waste and recycling service. There are significant costs associated with the management of these sites and provision of these services. The waste management charge is raised to recover the costs incurred.

Expenditure included within the Waste management charge includes:

- *Landfill rehabilitation expenditure;*
- *Landfill monitoring expenditure;*
- *Landfill and transfer stations capital works (renewal and development) expenditure;*
- *Transfer station operations;*
- *Waste diversion; and*
- *Public place bin renewals, purchases and service costs.*

The Waste management charge (formally Landfill and rehabilitation charge) will be charged to all rateable assessments on which a building adapted for separate occupancy exists with the exception of Dinner Plain (refer to 7.5.5.4 – Dinner Plain waste services).

The Waste management charge will operate on a total cost recovery basis which can be applied across multiple years to avoid yearly fluctuations in charges being passed onto ratepayers. If revenue raised from the Waste management charge exceeds that of expenditure incurred in a given

year, then the balance will be transferred to a reserve, namely the 'Waste reserve'. The Waste reserve will then be used for future purposes. Balances retained in the Waste reserve must be considered each year in determining any future Waste management charge with the aim of minimising increments being applied to ratepayers.

#### 9.5.5.4 Dinner Plain waste services

Dinner Plain ratepayers are provided with a separate waste service due to the location of the village. The Dinner Plain waste service is charged on the following basis:

- *Standard service; or*
- *Commercial service.*

A commercial service is defined as a property that operates a business outside of a normal residential property rental.

The Dinner Plain waste services charge is in lieu of the waste collection, recycling collection and the Waste management charge.

Dinner Plain also operates as a separate business function within Council. If revenue raised from the Dinner Plain waste services charge exceeds that of expenditure incurred in a given year, then the balance will be transferred to a reserve, namely the 'Dinner Plain reserve'. The Dinner Plain reserve will then be used for future purposes. Balances retained in the Dinner Plain reserve must be considered each year in determining any future Dinner Plain waste services charges and Dinner Plain Village Rates with the aim of minimising increments being applied to ratepayers.

#### 9.5.6 Supporting legislation/procedures/ guidelines

- *Local Government Act 1989*
- *Alpine Shire Rating Strategy*

#### 9.5.7 Breaches and sanctions

Any variations outside this policy require Council approval.

## Budget Analysis

The following reports provide detailed analysis to support and explain the budget reports in the previous section.

This section includes the following analysis and information:

*10 Summary of financial position*

*11 Budget influences*

*12 Analysis of operating budget*

*13 Analysis of budgeted cash position*

*14 Analysis of capital budget*

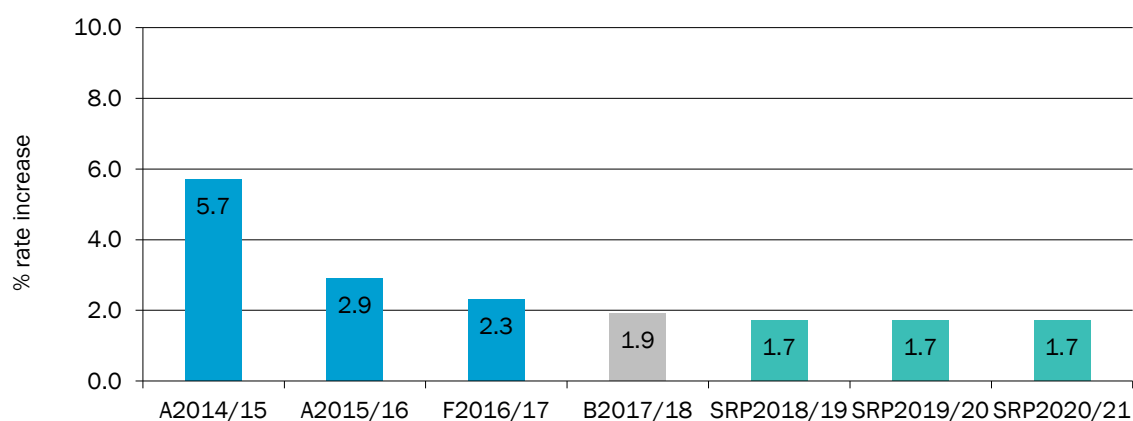
*15 Analysis of budgeted financial position*

*16 Dinner Plain*

## 10 Summary of financial position

Council has prepared a Budget for the 2017/18 financial year which seeks to balance the demand for services and infrastructure with the community's capacity to pay. Key budget information is provided below about the rate increase, operating result, services, cash and investments, capital works, financial position, financial sustainability and strategic objectives of the Council.

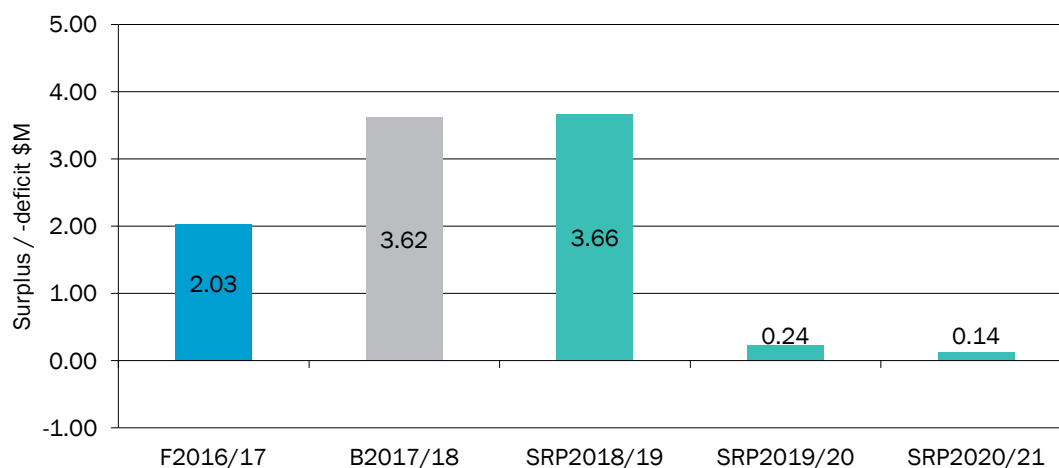
### 10.1 Total rates and charges



A = Actual F = Forecast B = Budget SRP = Strategic Resource Plan estimates

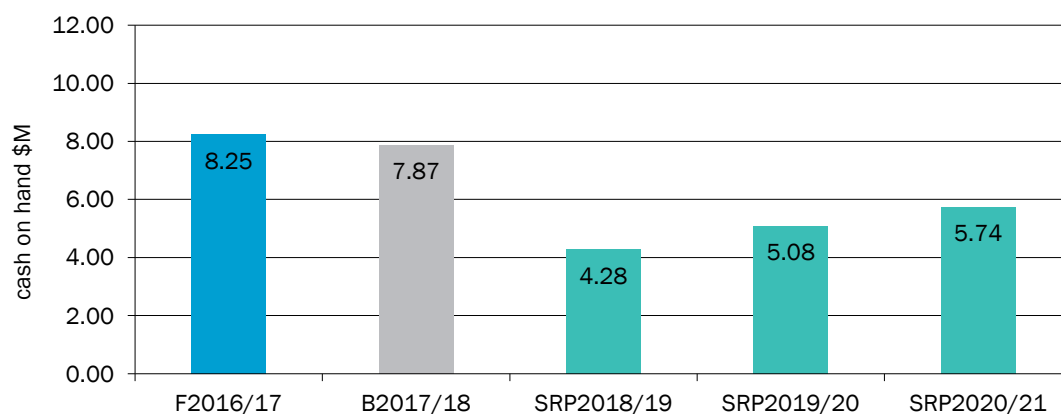
Refer to section 9 – Rates and charges

### 10.2 Operating result



Refer to section 12 – Analysis of the operating budget for a detailed analysis.

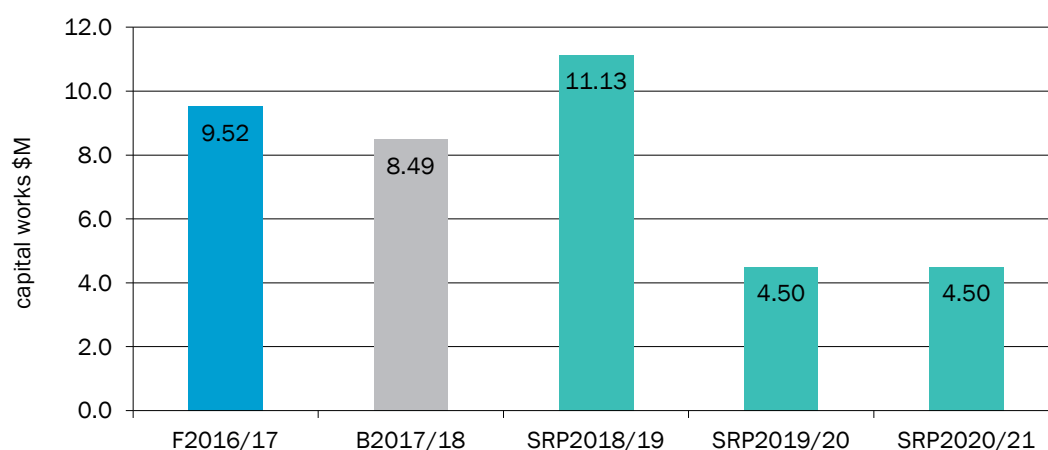
## 10.3 Cash and investments



Cash and investments are expected to decrease in 2017/18 due to the delivery of the capital works program including carry forward projects from 2016/17.

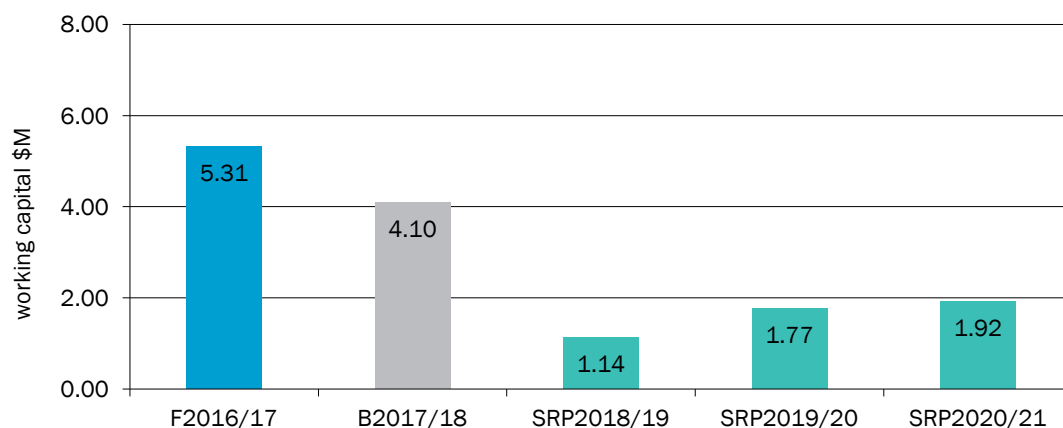
Refer also Section 5 for the Statement of Cash Flows and Section 11 for an analysis of the cash position.

## 10.4 Capital works



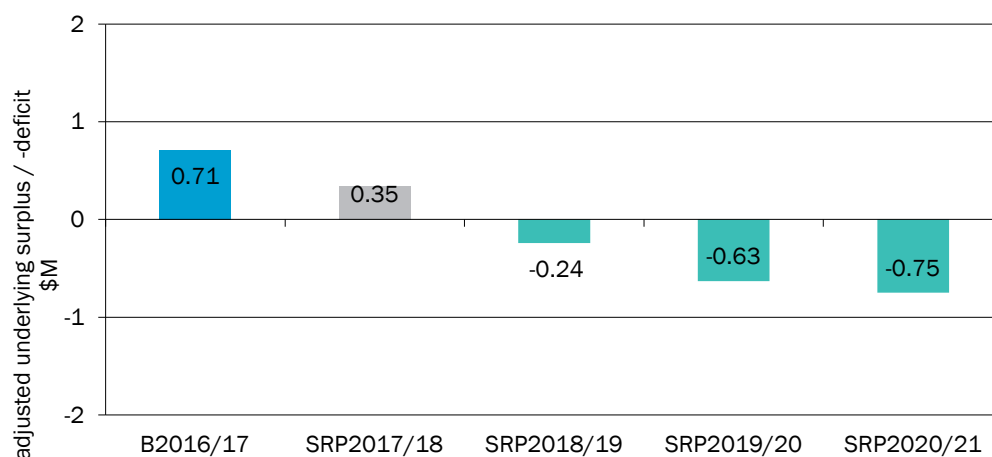
Refer also Section 5 for the Statement of Capital Works and Section 14 for an analysis of the capital budget.

## 10.5 Financial position



Refer also Section 5 for the Balance Sheet and Section 15 for an analysis of the budgeted financial position.

## 10.6 Financial sustainability

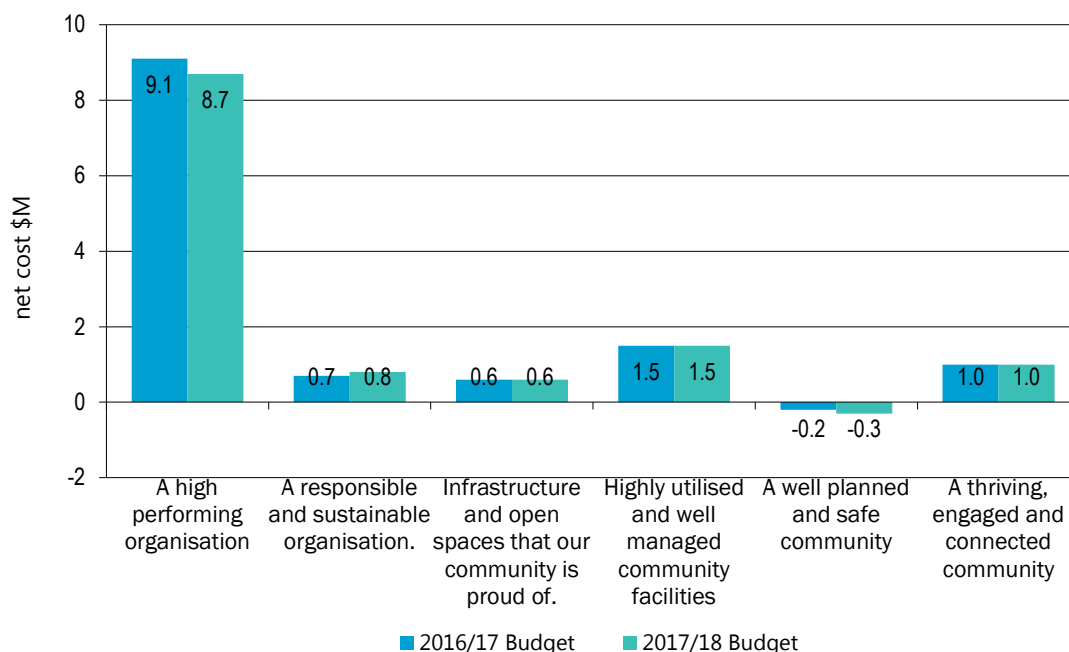


A high level Strategic Resource Plan for the years 2018/19 to 2020/21 has been developed to assist Council in adopting a budget within a longer term prudent financial framework. The key objective of the Plan is financial sustainability in the medium to long term, while still achieving the Council's strategic objectives as specified in the Council Plan.

Refer Section 17 for more information on the Strategic Resource Plan.



## 10.7 Strategic objectives



The Annual Budget includes a range of services and initiatives to be funded that will contribute to achieving the strategic objectives specified in the Council Plan. The above graph shows the level of funding allocated in the budget to achieve the strategic objectives as set out in the Council Plan for the 2017/18 year.

The services that contribute to these objectives are set out in Section 2.

## 11 Budget influences

This section sets out the key budget influences arising from the internal and external environment within which the Council operates.

### 11.1 Snapshot of Alpine Shire Council

The Alpine Shire is a small rural shire with the major townships of Bright, Mount Beauty and Myrtleford located across the Ovens and Kiewa valleys. The Alpine Shire covers an area of 4,790 square kilometres, and encompasses the Buffalo, Ovens and Kiewa Rivers and their tributaries.

Approximately 92% of the Shire is public land, including large tracts of the Alpine National Park, as well as the whole of the Mount Buffalo National Park. The remaining 8% of land comprises townships and farming land, which exist along the flood plains of the river valleys. The major townships are nestled in the valleys, located along the river systems.

The Alpine Shire surrounds some of Victoria's major ski resorts at Mount Hotham, and Falls Creek, with smaller snowfield attractions at Dinner Plain and Mount Buffalo.

#### Population

Approximately 12,000 people call the Alpine Shire home, but the population swells during peak tourism times. Alpine has a large population of over 55s, with the 2011 Census revealing that 38.2% of the population is aged over 55, compared to an Australian average of 25.6%. This ageing population presents unique challenges to Council in order to provide adequate services.

#### Industry

Alpine Shire has an industry mix that covers goods-producing industries (agriculture, manufacturing, construction) and services.

The key sectors are tourism, timber and forestry, agriculture (livestock and horticulture), services (health, education, community services), and retail.

Tourism is a major driver of the economy. Combined with the Alpine ski resorts, tourism is worth approximately \$264 million per annum to the region.

#### Budget implications

As a result of the Shire's demographic profile, over 18% of ratepayers are entitled to the pensioner rebate. As pensioners are often asset rich but income poor, the adoption of significant rate increases has a real impact on the disposable income of a significant proportion of our community. Council has hardship provisions in place but these can impact on cash balances when large volumes of ratepayers are involved.

## 11.2 External influences

- *Consumer Price Index (CPI) increases on goods and services of 1.5% through the year to December quarter 2016 (ABS release 25 January 2017). State-wide CPI is forecast to be 2.5% for the 2017/18 year (Source: Department of Treasury and Finance).*
- *Australian wage price index (WPI) growth for Public Sector full-time adult ordinary time earnings in the 12 months to December 2016 was 2.3% (ABS release 22 February 2016). The wages price index in Victoria is forecast to be 3.0% per annum in 2017/18 and the subsequent two years (Source: Victorian Budget Strategy and Outlook).*
- *Councils across Australia raise approximately \$15 billion in rates. In addition Councils are entrusted with the maintenance of more than \$180 billion of public roads infrastructure. This means that a large proportion of Council's income must be allocated to the maintenance and replacement of these valuable public assets in order to ensure the quality of public infrastructure is maintained at satisfactory levels.*
- *The Fire Services Property Levy will continue to be collected by Council on behalf of the State Government with the introduction of the Fire Services Property Levy Act 2012.*

## 11.3 Internal influences

As well as external influences, there are also a number of internal influences which are expected to have a significant impact on the preparation of the 2017/18 Budget. These matters have arisen from events occurring in the 2016/17 year resulting in variances between the forecast actual and budgeted results for that year and matters expected to arise in the 2017/18 year. These matters and their financial impact are set out below:

- *The operation and management of Myrtleford Holiday Park is to be reviewed, a proportional reduction in fees, income and materials and services expenditure has been factored in for 2017/18.*
- *Employee costs maintained at a low level, delivered through a nil increase included in the Enterprise Bargaining Agreement for the period 2017-19.*
- *Anticipated increase in rate in lieu from AGL as a result of a new payment in lieu of rates agreement for 2017/18.*
- *A rate rise lower than the rate cap.*

## 11.4 Budget principles

In response to these influences, guidelines were prepared and distributed to all Council officers with budget responsibilities. The guidelines set out the key budget principles upon which the officers were to prepare their budgets. The principles included:

- Existing fees and charges to be increased in line with CPI or market levels.
- Grants to be based on confirmed funding levels.
- New revenue sources to be identified where possible.
- Service levels to be maintained at 2016/17 levels with the aim to use less resources with an emphasis on innovation and efficiency.
- Operating revenues and expenses arising from completed 2016/17 capital projects to be included.

## 11.5 Long term strategies

The budget includes consideration of a number of long term strategies and contextual information to assist Council to prepare the Budget in a proper financial management context. These include a Strategic Resource Plan for 2017/18 to 2020/21 (Section 17.), Rating Information (Section 9 & 18.) and Other Long Term Strategies (Section 19.) including borrowings, infrastructure and service delivery.

## 12 Analysis of operating budget

This section analyses the operating budget including expected income and expenses of the Council for the 2017/18 year.

### 12.1 Budgeted income statement

	Ref	Forecast Actual 2016/17 \$'000	Budget 2017/18 \$'000	Variance \$'000
Total income	10.2	26,929	27,861	932
Total expenses	10.3	(24,900)	(24,244)	656
<b>Surplus (deficit) for the year</b>		<b>2,029</b>	<b>3,617</b>	<b>1,588</b>
Grants – capital non-recurrent	10.2.6	(433)	(2,440)	(2,007)
Contributions - non-monetary assets		(106)	(200)	(94)
Contributions - cash		(782)	(632)	150
<b>Adjusted underlying surplus (deficit)</b>		<b>708</b>	<b>345</b>	<b>(363)</b>

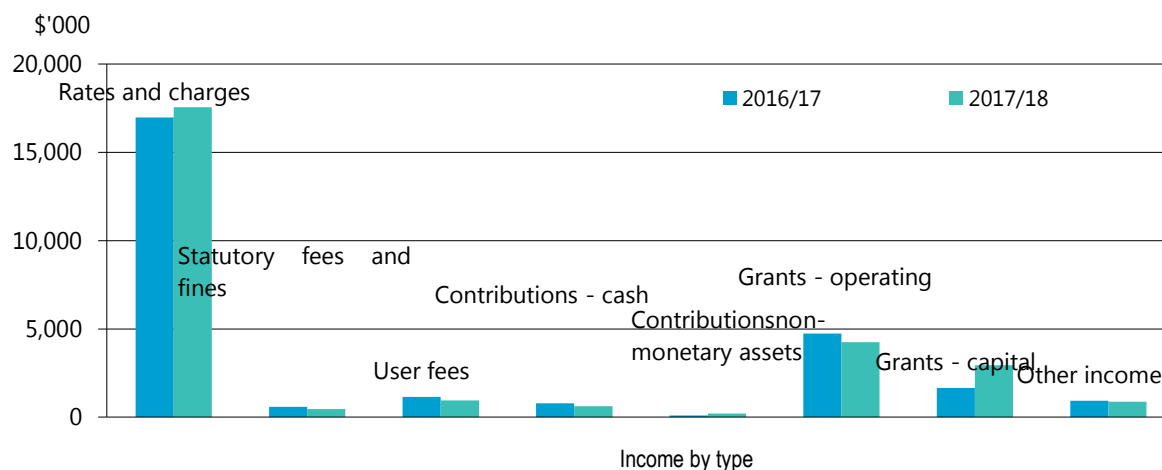
#### 12.1.1 Adjusted underlying result

The adjusted underlying result is the net surplus or deficit for the year adjusted for non-recurrent capital grants, non-monetary asset contributions, and capital contributions from other sources. It is a measure of financial sustainability and Council's ability to achieve its service delivery objectives as it is not impacted by capital income items which can often mask the operating result.

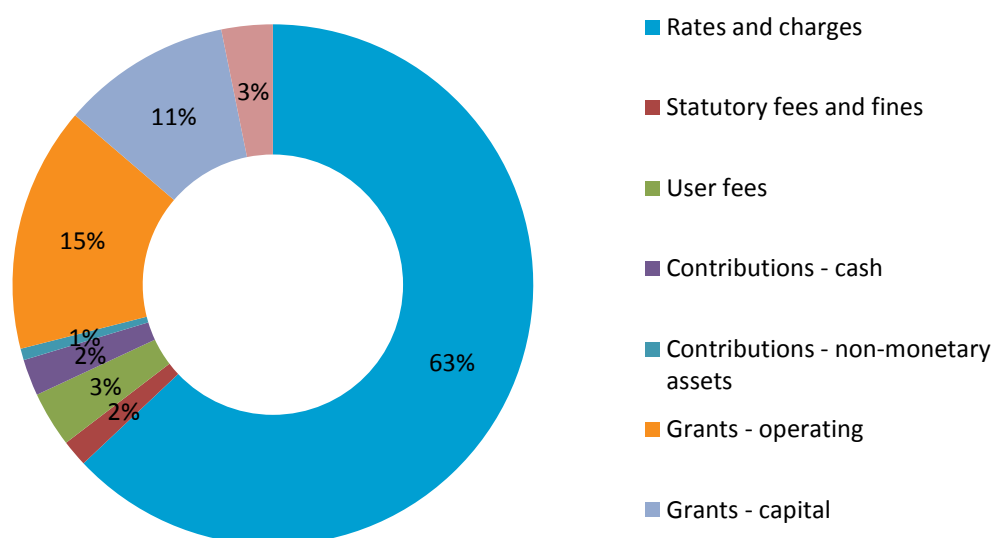
In calculating the adjusted underlying result, Council has excluded grants received for capital purposes which are non-recurrent and capital contributions from other sources. Contributions of non-monetary assets are excluded as the value of assets assumed by Council is dependent on the level of development activity each year.

## 12.2 Income

Income Types	Ref	Forecast	Budget 2017/18 \$'000	Variance \$'000
		Actual 2016/17 \$'000		
Rates and charges	10.2.1	16,971	17,544	573
Statutory fees and fines	10.2.2	587	460	(127)
User fees	10.2.3	1,158	960	(198)
Contributions - cash	10.2.4	782	632	(150)
Contributions - non-monetary assets	10.2.4	106	200	94
Grants - operating	5.1.1	4,741	4,238	(503)
Grants - capital	5.1.2	1,656	2,940	1,284
Other income	10.2.6	928	887	(41)
<b>Total income</b>		<b>26,929</b>	<b>27,861</b>	<b>932</b>



Source: Section 3



### 12.2.1 Rates and charges

It is proposed that income raised by rates and charges will be increased by 1.9%. This is made up of an increase in rates and charges of \$234K and an increase in rates in lieu of \$473K and offset by a reduction in the Dinner Plain Village Rate from 65% of the general rate to 43%. This equates to a reduction in special rate revenue of \$122K.

Section 7 – Rates and Charges - includes a more detailed analysis of the rates and charges to be levied for 2017/18 and the rates and charges information specifically required by the Regulations.

### 12.2.2 Statutory fees and fines

Statutory fees relate mainly to fees and fines levied in accordance with legislation and include animal registrations, *Public Health and Wellbeing Act 2008* registrations and parking fines. Increases in statutory fees are made in accordance with legislative requirements.

Statutory fees are forecast to increase in line with CPI.

A detailed listing of statutory fees is included in Appendix A.

### 12.2.3 User fees

User charges relate mainly to the recovery of service delivery costs through the charging of fees to users of Council's services. These include use of pools, halls and other community facilities. In setting the budget, the key principle for determining the level of user charges has been to ensure that increases are in line with CPI or market levels and to ensure community use is maximised.

A detailed listing of fees and charges is included in Appendix A.

### 12.2.4 Contributions

Contributions relate to monies paid by developers in regard to recreation, drainage and car parking in accordance with planning permits issued for property development or funds received from community groups to contribute to towards capital projects.

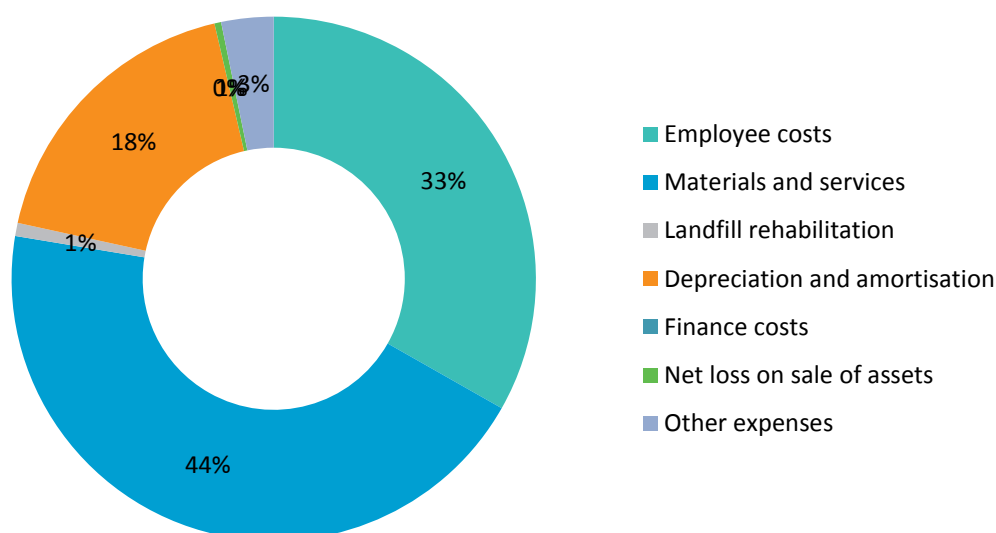
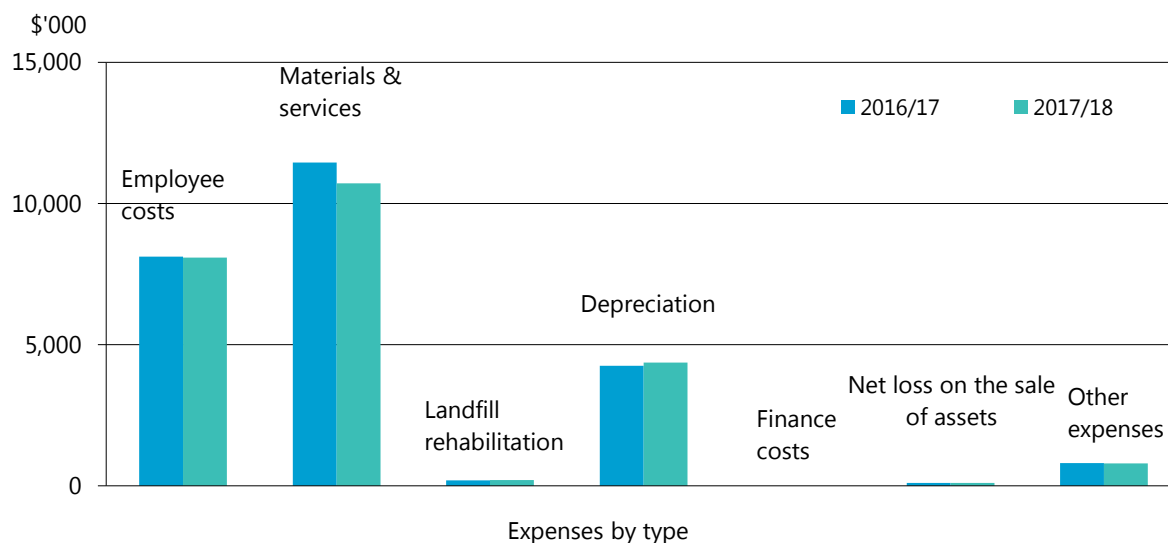
Cash contributions mainly consist of monies to be received from Benalla, Mansfield and Wangaratta Councils to operate the Library Hub as a shared service. This is a new business function.

### 12.2.5 Other income

Other income relates to a range of items such as interest income, rent from Council owned properties and sale of merchandise at Visitor Information Centres. Other income is budgeted to increase due to CPI as well as Council leasing out more properties than in previous years.

## 12.3 Expenses

Expense Types	Ref	Forecast	Budget 2017/18 \$'000	Variance \$'000
		Actual 2016/17 \$'000		
Employee costs	10.3.1	8,112	8,081	(31)
Materials and services	10.3.2	11,453	10,717	(736)
Landfill rehabilitation	10.3.3	185	197	12
Depreciation and amortisation	10.3.4	4,248	4,365	117
Finance costs	10.3.5	-	-	-
Net loss on sale of assets	10.2.5	100	100	-
Other expenses	10.3.6	802	784	(18)
<b>Total expenses</b>		<b>24,900</b>	<b>24,244</b>	<b>(656)</b>



Source: Section 3

### 12.3.1 Employee costs

Employee costs include all labour related expenditure such as wages and salaries and on-costs such as allowances, leave entitlements, employer superannuation, rostered days off, etc.

Employee costs are forecast to remain similar to 2016/17 at \$8.7 million. This is due to:

- No general increase to salaries and wages as per the Enterprise Bargaining Agreement.
- Outsourcing of labour in operational areas such as pools.
- Operational reviews to ensure resourcing is reflective of demand.
- Ongoing review of positions as they become vacant.

A summary of planned human resources expenditure categorised according to the organisational structure of Council is included below. Note that there are temporary wages included in the asset development department capitalised wages.



Department	Budget 2017/18 \$'000	Permanent Full Time \$'000	Permanent Part Time \$'000
Asset Development	617	312	305
Asset Maintenance	2,689	2,427	262
Corporate	1,310	687	623
Executive	937	746	191
Economic and Community Development	702	302	400
Facilities	887	196	691
Planning and Amenity	960	545	415
<b>Total expenditure</b>	<b>8,102</b>	<b>5,215</b>	<b>2,887</b>
Casual and temporary	641		
<b>Total employee costs</b>	<b>8,743</b>		
Less capitalised wages			
Asset Development	(617)		
Asset Maintenance	(45)		
<b>Total expenditure</b>	<b>8,081</b>		

A summary of the number of full time equivalent (FTE) Council staff in relation to the above expenditure is included below:

Department	Budget FTE	Permanent Full Time	Permanent Part Time
Asset Development	5.9	3.0	2.9
Asset Maintenance	36.7	33.0	3.7
Corporate	17.0	8.0	9.0
Executive	6.9	5.0	1.9
Economic and Community Development	7.6	3.0	4.6
Facilities	11.4	2.0	9.4
Planning and Amenity	10.5	6.0	4.5
<b>Total permanent employees</b>	<b>96.0</b>	<b>60.0</b>	<b>36.0</b>
Casual	8.7		
<b>Total full time equivalent employees</b>	<b>104.7</b>		

### 12.3.2 Materials and services

Materials and services include the purchases of consumables, payments to contractors for the provision of services and utility costs. Materials and services are forecast to decrease. This has been partly offset by:

- *Continued demand reduction programs; and*
- *Strong budget management.*

The 2016/17 forecast is also higher than expected to due flood recovery works required during the year as a result of the October 2016 flood event.

#### 12.3.3 Landfill rehabilitation

Landfill rehabilitation costs are expected to remain similar. This expense is due the change in the net present value of the landfill rehabilitation liability. Council still has significant landfill rehabilitation costs in the future, however these will be less due to no new cells being constructed.

#### 12.3.4 Depreciation and amortisation

Depreciation is an accounting measure which attempts to allocate the value of an asset over its useful life for Council's property, plant and equipment including infrastructure assets such as roads and drains. Depreciation is expected to increase based on completion of new capital works.

Refer to Section 6. 'Analysis of Capital Budget' for a more detailed analysis of Council's capital works program for the 2017/18 year.

#### 12.3.5 Finance costs

In July 2015, Council paid out all its loans and does not intend to borrow for any capital projects. Zero borrowings are also projected in the long term financial plan.

#### 12.3.6 Other items of expense

Other items of expense relate to a range of unclassified items including contributions to community groups, advertising, Councillor allowances and other miscellaneous expenditure items.

## 13 Analysis of budgeted cash position

This section analyses the expected cash flows from the operating, investing and financing activities of Council for the 2017/18 year. Budgeting cash flows for Council is a key factor in setting the level of rates and providing a guide to the level of capital expenditure that can be sustained with or without using existing cash reserves.

The analysis is based on three main categories of cash flows:

- **Operating activities** - Refers to the cash generated or used in the normal service delivery functions of Council. Cash remaining after paying for the provision of services to the community may be available for investment in capital works, or repayment of debt
- **Investing activities** - Refers to cash generated or used in the enhancement or creation of infrastructure and other assets. These activities also include the acquisition and sale of other assets such as vehicles, property and equipment
- **Financing activities** - Refers to cash generated or used in the financing of Council functions and include borrowings from financial institutions and advancing of repayable loans to other organisations. These activities also include repayment of the principal component of loan repayments for the year.

## 13.1 Budgeted cash flow statement

	Ref	Forecast Actual 2016/17 \$'000	Budget 2017/18 \$'000	Variance \$'000
<b>Cash flows from operating activities</b>	11.1.1			
<i>Receipts</i>				
Rates and charges		16,925	17,519	594
User fees and fines		1,745	1,420	( 325 )
Grants - operating		5,000	4,208	( 792 )
Grants - capital		1,656	2,940	1,284
Interest		359	303	( 56 )
Trust funds deposits taken		2,444	2,446	2
Other receipts		1,768	1,386	( 382 )
		<b>29,897</b>	<b>30,222</b>	<b>325</b>
<i>Payments</i>				
Employee costs		(9,237)	(8,089)	1,148
Trust funds deposits repaid		(2,318)	(2,328)	( 10 )
Materials and consumables		(12,873)	(11,796)	1,077
		<b>(24,428)</b>	<b>(22,213)</b>	<b>2,215</b>
<b>Net cash provided by operating activities</b>		<b>5,469</b>	<b>8,009</b>	<b>2,540</b>
<b>Cash flows from investing activities</b>	11.1.2			
Proceeds from sales of property, infrastructure, plant & equipment		196	105	( 91 )
Proceeds from investments		3,507	1,000	( 2,507 )
Payments for property, infrastructure, plant and equipment		(9,517)	(8,491)	1,026
<b>Net cash used in investing activities</b>		<b>(5,814)</b>	<b>(7,386)</b>	<b>( 1,572 )</b>
<b>Cash flows from financing activities</b>	11.1.3			
Finance costs		-	-	-
Proceeds from borrowings		-	-	-
Repayment of borrowings		-	-	-
<b>Net cash used in financing activities</b>		<b>-</b>	<b>-</b>	<b>-</b>
<b>Net increase/(decrease) in cash and cash equivalents</b>		<b>( 345 )</b>	<b>623</b>	<b>968</b>
Cash and cash equivalents at the beginning of the year		2,591	2,246	( 345 )
<b>Cash and cash equivalents at end of the year</b>	11.1.4	<b>2,246</b>	<b>2,869</b>	<b>623</b>

Source: Appendix A

### 13.1.1 Operating activities

The change in cash flows from operating activities is due mainly to:

- *Payment of redundancy and employee entitlements to HACC employees in 2016/17 of \$842,000.*
- *Net payments for the flood recovery works as a result of damage by the flood in October 2016 forecast to be \$377,000.*
- *Additional grant funding for Alpine Better Places of \$795,000 and Alpine Events Park of \$468,000 partially offset by reduced road to recovery funding by \$700,000.*

The net cash flows from operating activities does not equal the surplus (deficit) for the year as the expected revenues and expenses of the Council include non-cash items which have been excluded from the Cash Flow Statement. The budgeted operating result is reconciled to budgeted cash flows available from operating activities as set out in the following table.

	Forecast Actual 2016/17 \$'000	Budget 2017/18 \$'000	Variance \$'000
<b>Surplus (deficit) for the year</b>	<b>2,029</b>	<b>3,617</b>	<b>1,588</b>
Depreciation	4,248	4,365	117
Loss (gain) on sale of assets	( 100 )	( 100 )	-
Net movement in current assets and liabilities	287	268	( 19 )
<b>Cash flows available from operating activities</b>	<b>6,464</b>	<b>8,150</b>	<b>1,686</b>

### 13.1.2 Investing activities

Council is expecting to utilise \$1 million of cash from its term deposits in the 2017/18 financial year due to delivering the capital works program (which includes carry forward projects).

The reduction in cash held in investments is expected and has been modelled in the Long Term Financial Plan prior to Council commencing works to ensure financial sustainability.

### 13.1.3 Financing activities

In 2015-16 Council budgeted to repay all its outstanding debt. This decision was made as Council was holding greater cash than expected due to timing of works and grants. The payout was made in July 2015 and has reduced recurring finance costs. Council has not forecast any future borrowings in its Long Term Financial Plan.

### 13.1.4 Cash and cash equivalents at end of the year

Overall, total cash and investments is forecast to decrease due to Council funding significant capital works from own source funds in 2017/18.

## 13.2 Restricted and unrestricted cash and investments

Cash and cash equivalents held by Council are restricted in part, and not fully available for Council's operations. The budgeted cash flow statement above indicates that Council is estimating at 30 June

2017 it will have cash and investments of \$7.9 million, which has been restricted as shown in the following table. This is expected to decrease further in 2017-18 to \$4.3 million due to Council's decision to utilise unrestricted cash and investments to fund capital works.

		Forecast		
		Actual	Budget	Variance
	Ref	2016/17	2017/18	
		\$'000	\$'000	\$'000
<b>Total cash, investments and financial assets</b>		<b>7,869</b>	<b>4,279</b>	<b>(3,590)</b>
Restricted cash and investments				
- Statutory reserves	11.2.1	(258)	(258)	-
- Cash held to carry forward capital works	11.2.2	(1,276)	-	1,276
- Trust funds and deposits		(863)	(981)	( 118 )
<b>Unrestricted cash and investments</b>	11.2.3	<b>5,472</b>	<b>3,040</b>	<b>( 2,432 )</b>
- Discretionary reserves	11.2.4	(1,137)	(755)	382
<b>Unrestricted cash adjusted for discretionary reserves</b>	11.2.5	<b>4,335</b>	<b>2,285</b>	<b>( 2,050 )</b>

#### 13.2.1 Statutory reserves

These funds must be applied for specified statutory purposes in accordance with various legislative requirements. While these funds earn interest revenues for Council, the funds are not available for other purposes.

#### 13.2.2 Cash held to fund carry forward capital works

There is no amount shown as cash held to fund carry forward works at 30 June 2018, as it is expected that the capital works budget in the 2017/18 financial year will be fully expended. An amount of \$1.3 million is forecast to be held at 30 June 2017 to fund capital works budgeted but not completed in the 2016/17 financial year. Section 6.2 contains further details on capital works funding.

#### 13.2.3 Unrestricted cash and investments

The amount shown is in accordance with the definition of unrestricted cash included in the Section 3 of the Regulations. These funds are free of statutory reserve funds and cash to be used to fund capital works expenditure from the previous financial year.

#### 13.2.4 Discretionary reserves

These funds are shown as discretionary reserves as, although not restricted by a statutory purpose, Council has made decisions regarding the future use of these funds and unless there is a Council resolution these funds should be used for those earmarked purposes. The decisions about future use of these funds has been reflected in Council's Strategic Resource Plan and any changes in future use of the funds will be made in the context of the future funding requirements set out in the plan.



### 13.2.5 Unrestricted cash adjusted for discretionary reserves

These funds are free of all specific Council commitments and represent funds available to meet daily cash flow requirements, unexpected short term needs and any budget commitments which will be expended in the following year such as grants and contributions. Council regards these funds as the minimum necessary to ensure that it can meet its commitments as and when they fall due without borrowing further funds.

## 14 Analysis of capital budget

This section analyses the planned capital works expenditure budget for the 2017/18 year and the sources of funding for the capital budget. Further detail on the capital works program can be found in Section 6.

### 14.1 Capital works expenditure

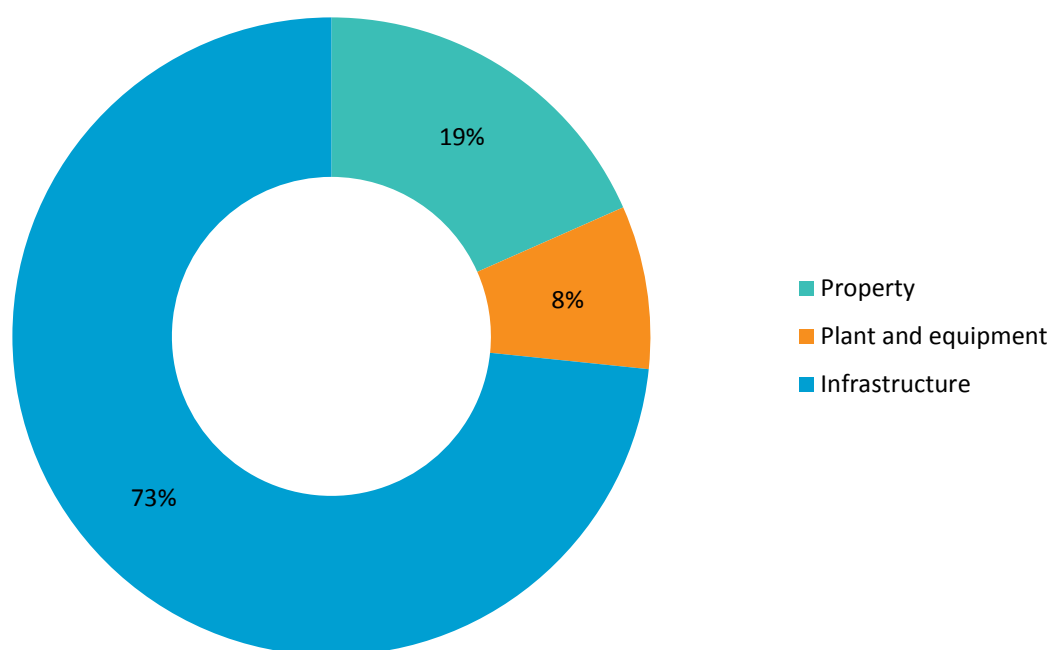
Capital Works Areas	Ref	Forecast	Budget 2017/18 \$'000	Variance \$'000
		Actual 2016/17 \$'000		
<b>Works carried forward</b>	<b>12.1.1</b>			
<b>Property</b>				
Buildings		-	240	240
<b>Total property</b>		-	<b>240</b>	<b>240</b>
<b>Plant and equipment</b>				
Plant, machinery and equipment		-	350	350
Fixtures, fittings and furniture		-	-	-
Computers and telecommunications		-	-	-
Library books		-	-	-
<b>Total plant and equipment</b>		-	<b>350</b>	<b>350</b>
<b>Infrastructure</b>				
Roads		-	686	686
Bridges		-	-	-
Footpaths and cycleways		-	-	-
Drainage		-	-	-
Recreational, leisure and community facilities		-	-	-
Parks, open space and streetscapes		-	-	-
<b>Total infrastructure</b>		-	<b>686</b>	<b>686</b>
<b>Total works carried forward</b>		-	<b>1,276</b>	<b>1,276</b>
<b>New works</b>				
<b>Property</b>	<b>12.1.2</b>			
Buildings		897	1,320	423
<b>Total property</b>		<b>897</b>	<b>1,320</b>	<b>423</b>
<b>Plant and equipment</b>	<b>12.1.3</b>			
Plant, machinery and equipment		1,669	126	( 1,543 )
Fixtures, fittings and furniture		-	90	90
Computers and telecommunications		120	60	( 60 )
Library books		76	76	-
<b>Total plant and equipment</b>		<b>1,865</b>	<b>352</b>	<b>( 1,513 )</b>
<b>Infrastructure</b>	<b>12.1.4</b>			
Roads		4,443	2,095	( 2,348 )
Bridges		639	140	( 499 )
Footpaths and cycleways		202	480	278
Drainage		280	95	( 185 )
Recreational, leisure and community facilities		1,191	1,830	639



Parks, open space and streetscapes	-	240	240
Capitalised wages	-	663	663
<b>Total infrastructure</b>	<b>6,755</b>	<b>5,543</b>	<b>( 1,212 )</b>
<b>Total new works</b>	<b>9,517</b>	<b>7,215</b>	<b>( 2,302 )</b>
<b>Total capital works expenditure</b>	<b>9,517</b>	<b>8,491</b>	<b>( 1,026 )</b>

Capital Works Areas	Ref	Forecast	Budget	Variance
		Actual	2017/18	
		2016/17 \$'000	2017/18 \$'000	\$'000
Represented by:				
Asset renewal expenditure	6.1.5	3,354	3,306	( 48 )
New asset expenditure	6.1.5	519	490	( 29 )
Asset upgrade expenditure	6.1.5	5,644	4,695	( 949 )
Asset expansion expenditure	6.1.5	-	-	-
Total capital works expenditure		9,517	8,491	( 1,026 )

Source: Section 3. A more detailed listing of the capital works program is included in Section 6



#### 14.1.1 Carried forward works

At the end of each financial year there are projects which are either incomplete or not commenced due to factors including planning issues, weather delays and extended consultation. For the 2017/18 year it is forecast that the projects to be carried forward from 2016/17 include the Bright



Office Renewal Stage 2, Alpine Better Places Mafeking Square, Anderson Street Pavement Rehabilitation and Victoria Bridge Renewal.

#### 14.1.2 Property

The property class comprises buildings and building improvements including community facilities, municipal offices, sports facilities and pavilions.

For the 2017/18 year, the main project is the commencement of the Myrtleford Indoor Sports Stadium Expansion and additional McNamara Reserve Netball and Tennis Facilities.

#### 14.1.3 Plant and equipment

Plant and equipment includes plant, machinery and equipment, computers and telecommunications, library books and playground equipment.

For the 2017/18 year, there is expected to be renewal of a number of minor renewal projects.

#### 14.1.4 Infrastructure

Infrastructure includes roads, bridges, footpaths and cycleways, drainage, recreation, leisure and community facilities, parks, open space and streetscapes, off street car parks and other structures.

Council has invested considerable energy into reviewing its asset management systems. This then allows for timely and transparent data on what assets require renewal in any given year. Council also uses innovative technology through the use of an application called Fulcrum to gather and update the data relating to its assets. This saves time and money and produces better results. Improvement in this area will continue in future years.

The major project being the upgrade works at Myrtle Street Myrtleford and the Alpine Events Park in Bright. A listing of all projects being funded by Council in 2017/18 can be found in Section 6.

#### 14.1.5 Asset renewal, new assets, upgrade and expansion

A distinction is made between expenditure on new assets, asset renewal, upgrade and expansion. Expenditure on asset renewal is expenditure on an existing asset, or on replacing an existing asset that returns the service of the asset to its original capability. Expenditure on new assets does not have any element of expansion or upgrade of existing assets but will result in an additional burden for future operation, maintenance and capital renewal.

## 14.2 Funding sources

Sources of funding	Ref	Forecast Actual 2016/17 \$'000	Budget 2017/18 \$'000	Variance \$'000
<b>Works carried forward</b>				
<i>Current year funding</i>				
Grants		-	300	300
Contributions		-	-	-
Borrowings		-	-	-
Council cash				
- operations		971	976	5
- proceeds on sale of assets		-	-	-
- reserve cash and investments		-	-	-
- unrestricted cash and investments		-	-	-
<b>Total works carried forward</b>	<b>12.2.1</b>	<b>971</b>	<b>1,276</b>	<b>305</b>
<b>New works</b>				
<i>Current year funding</i>				
Grants	12.2.2	1,663	2,640	977
Contributions		888	-	( 888 )
Borrowings		-	-	-
Council cash				
- operations	12.2.3	4,452	3,470	( 982 )
- proceeds on sale of assets	12.2.4	196	105	( 91 )
- reserve cash and investments	12.2.5	198	382	184
- unrestricted cash and investments		1,149	618	( 531 )
<b>Total new works</b>		<b>8,546</b>	<b>7,215</b>	<b>( 1,331 )</b>
<b>Total funding sources</b>		<b>9,517</b>	<b>8,491</b>	<b>( 1,026 )</b>

Source: Section 6

This table highlights how Council funds its new assets and infrastructure.

## 15 Analysis of budgeted financial position

This section analyses the movements in assets, liabilities and equity between 2016/17 and 2017/18. It also considers a number of key financial performance indicators.

### 15.1 Budgeted balance sheet

	Ref	Forecast Actual 2016/17 \$'000	Budget 2017/18 \$'000	Variance \$'000
<b>Current assets</b>	12.3.1			
Cash and cash equivalents		2,246	2,869	623
Trade and other receivables		1,579	1,637	58
Financial assets		6,000	5,000	( 1,000 )
Inventories		100	86	( 14 )
Other assets		272	263	( 9 )
<b>Total current assets</b>		<b>10,197</b>	<b>9,855</b>	<b>( 342 )</b>
<b>Non-current assets</b>	13.1.1			
Trade and other receivables		3	-	( 3 )
Investments in shared services		21	21	-
Property, infrastructure, plant & equipment		209,932	213,853	3,921
Inventories		147	151	4
<b>Total non-current assets</b>		<b>210,103</b>	<b>214,025</b>	<b>3,922</b>
<b>Total assets</b>		<b>220,300</b>	<b>223,880</b>	<b>3,580</b>
<b>Current liabilities</b>	13.1.2			
Trade and other payables		2,015	1,891	( 124 )
Trust funds and deposits		863	981	118
Provisions		1,975	2,853	878
Income received in advance		30	30	-
Interest-bearing loans and borrowings		-	-	-
<b>Total current liabilities</b>		<b>4,883</b>	<b>5,755</b>	<b>872</b>
<b>Non-current liabilities</b>	13.1.2			
Provisions		3,888	3,009	( 879 )
Income received in advance		417	387	( 30 )
Interest-bearing loans and borrowings		-	-	-
<b>Total non-current liabilities</b>		<b>4,305</b>	<b>3,396</b>	<b>( 909 )</b>
<b>Total liabilities</b>		<b>9,188</b>	<b>9,151</b>	<b>( 37 )</b>
<b>Net assets</b>		<b>211,112</b>	<b>214,729</b>	<b>3,543</b>
<b>Equity</b>	13.1.3			
Accumulated surplus		86,955	90,572	3,617
Asset revaluation reserve		122,762	123,144	382
Other reserves		1,395	1,013	( 382 )
<b>Total equity</b>		<b>211,112</b>	<b>214,729</b>	<b>3,617</b>

### 15.1.1 Current assets and non-current assets

Cash and cash equivalents include cash and investments such as cash held in the bank and in petty cash and the value of investments in deposits or other highly liquid investments with short term maturities of three months or less. These balances are projected to decrease due to Council catching up on carry forward projects and the funding the of capital works from unrestricted cash and investments.

Trade and other receivables are monies owed to Council by ratepayers and others. Short term debtors are not expected to change significantly in the budget.

Other assets includes items such as prepayments for expenses that Council has paid in advance of service delivery, inventories and other revenues due to be received in the next 12 months. Council does not expect other assets to change significantly.

Property, infrastructure, plant and equipment is the largest component of Council's worth and represents the value of all the land, buildings, roads, vehicles, equipment etc which has been built up by Council over many years. Increases are as a result of the capital works program and asset revaluations which occur each year.

### 15.1.2 Current liabilities and non-current liabilities

Trade and other payables are those to whom Council owes money as at 30 June. These liabilities are budgeted to remain consistent with 2016/17 levels.

Provisions include accrued long service leave, annual leave and rostered days off owing to employees and the landfill rehabilitation provision.

The current provision for landfill rehabilitation will increase with a corresponding decrease in the non-current provision as increased landfill rehabilitation works have been scheduled for 2018/19.

### 15.1.3 Working capital

	Forecast Actual 2016/17 \$'000	Budget 2017/18 \$'000	Variance \$'000
<b>Current assets</b>	10,197	9,855	( 342 )
<b>Current liabilities</b>	4,883	5,755	872
<b>Working capital</b>	5,314	4,100	( 1,214 )
Restricted cash and investment current assets			
- Statutory reserves	( 258 )	( 258 )	-
- Cash used to fund carry forward capital works	( 1,276 )	-	1,276
<b>Unrestricted working capital</b>	<b>3,780</b>	<b>3,842</b>	<b>62</b>

Working capital is the excess of current assets above current liabilities. This calculation recognises that although Council has current assets, some of those assets are already committed to the future settlement of liabilities in the following 12 months, and are therefore not available for discretionary spending.

Some of Council's cash assets are restricted in that they are required by legislation to be held in reserve for specific purposes or are held to fund carry forward capital works from the previous financial year.

In addition to the restricted cash shown above, Council is also projected to hold \$0.8 million in discretionary reserves at 30 June 2018. Although not restricted by a statutory purpose, Council has

made decisions regarding the future use of these funds and unless there is a Council resolution these funds should be used for those earmarked purposes.

#### 15.1.4 Equity

Total equity always equals net assets and is made up of the following components:

- *Asset revaluation reserve which represents the difference between the previously recorded value of assets and their current valuation.*
- *Other reserves that are funds that Council wishes to separately identify as being set aside to meet a specific purpose in the future and to which there is no existing liability. These amounts are transferred from the Accumulated Surplus of the Council to be separately disclosed.*
- *Accumulated surplus which is the value of all net assets less Reserves that have accumulated over time.*

#### 15.2 Key assumptions

In preparing the Balance Sheets for the years ending 30 June 2017 and 2018 it was necessary to make a number of assumptions about assets, liabilities and equity balances. The key assumptions are as follows:

- *A total of 95.5% of total rates and charges raised will be collected in the 2017/18 year.*
- *Trade creditors to be based on total capital and operating expenditure less written down value of assets sold, depreciation and employee costs. Payment cycle is 30 days.*
- *Other debtors and creditors to remain consistent with 2016/17 levels*
- *Proceeds from the sale of property in 2017/18 will be received in full in the 2017-18 year.*
- *Loans were fully paid out in July 2015 and no future loans are forecast in the Long Term Financial Plan.*
- *Total capital expenditure to be \$8.5 million.*

## 16 Dinner Plain

Dinner Plain operates as a separate business function within Council. All income and expenditure relating to Dinner Plain is quarantined.

### 16.1 Dinner Plain operating statement

	Forecast Actual 2016/17 \$'000	Budget 2017/18 \$'000	Variance \$'000
<b>4.16 Dinner Plain rates and charges</b>			
1601 Dinner Plain rates & charges	(1,105)	(977)	128
1602 Dinner Plain waste & recycling rates	(325)	(332)	( 7 )
<b>4.16 Dinner Plain rates and charges total</b>	<b>(1,430)</b>	<b>(1,309)</b>	<b>121</b>
<b>4.17 Dinner Plain management</b>			
1605 Dinner Plain village services	(96)	(60)	36
2903 Transfer to/(from) Dinner Plain reserves	31	(205)	( 236 )
<b>4.17 Dinner Plain management total</b>	<b>(65)</b>	<b>(265)</b>	<b>(200)</b>
<b>Total income</b>	<b>(1,495)</b>	<b>(1,574)</b>	<b>(79)</b>
<b>4.16 Dinner Plain rates and charges</b>			
2701 Dinner Plain marketing	100	100	-
2702 Bus services	189	190	1
2708 Dinner Plain events	80	80	-
2709 Snow clearing	125	127	2
2710 Dinner Plain TV	2	2	-
2711 Snow grooming	60	61	1
2712 Plant maintenance - Dinner Plain management	5	5	-
2713 DPAC operating fees - Dinner Plain management	1	0	( 1 )
2717 Employee costs - Dinner Plain	41	41	-
<b>4.16 Dinner Plain rates and charges total</b>	<b>603</b>	<b>606</b>	<b>3</b>
<b>4.17 Dinner Plain management</b>			
2703 Resort maintenance	83	88	5
2704 Dinner Plain waste management	307	307	-
2706 Public Facilities	54	52	( 2 )
2707 Council administration	221	224	3
2727 Employee costs - Dinner Plain management	-	0	-
2728 Dinner Plain Leases And Licences		3	3
Dinner Plain Community Centre		1	1
<b>4.17 Dinner Plain management total</b>	<b>665</b>	<b>675</b>	<b>10</b>
<b>Dinner Plain capital works</b>			
Roads to Recovery income	( 24 )	(24)	-
Dinner Plain - road renewal	43	-	( 43 )

Dinner Plain - Scrubbers End car park rehabilitation	45	-	( 45 )
Dinner Plain - mountain bike trail implementation	41	-	( 41 )
Dinner Plain - strategic projects	40	-	( 40 )
Dinner Plain - depot fencing	25	-	( 25 )
Dinner Plain - safety improvements as Castran Corner	35	-	( 35 )
Dinner Plain Road Renewal (2017/18)	-	50	50
Dinner Plain Mountain Bike Trails	-	200	200
Dinner Plain Village Green	-	45	45
Capitalised wages	13	23	10
<b>Total Dinner Plain capital works</b>	<b>218</b>	<b>294</b>	<b>76</b>
<b>Total expenditure</b>	<b>1,486</b>	<b>1,575</b>	<b>89</b>
<b>Dinner Plain net result</b>	<b>( 9 )</b>	<b>1</b>	<b>10</b>

#### 16.1.1 Dinner Plain rates and charges

There is a reduction in Dinner Plain rates and charges in the 2017/18 budget due to a reduction in the village rate. Council is proposing to decrease the village rate to 43% of the general rate. This results in a reduction in rate revenue for the Dinner Plain business function which will be funded from the Dinner Plain reserve in 2017/18.



## Long term strategies

This section includes the following analysis and information:

- 17 Strategic resource plan*
- 18 Rating context and structure*
- 19 Other long term strategies*

## 17 Strategic resource plan

This section includes an extract of the adopted Strategic Resource Plan (SRP) to provide information on the long term financial projections of the Council.

### 17.1 Plan development

The Act requires a SRP to be prepared describing both financial and non-financial resources (including human resources) for at least the next four financial years to achieve the strategic objectives in the Council Plan. In preparing the SRP, Council must take into account all other plans and strategies in regard to services and initiatives which commit financial and non-financial resources for the period of the SRP.

Council has prepared a SRP for the four years 2017/18 to 2020/21 as part of its ongoing financial planning to assist in adopting a budget within a longer term framework. The SRP takes the strategic objectives and strategies as specified in the Council Plan and expresses them in financial terms for the next four years. Council has also included a Long Term Financial Plan which considers the financial operations of Council for the next ten years.

The key objective, which underlines the development of the SRP and LTFP, is financial sustainability in the medium to long term, while still achieving Council's strategic objectives as specified in the Council Plan. The key financial objectives, which underpin the SRP and LTFP, are:

- *Maintain existing service levels.*
- *Maintain a favourable operating result.*
- *Maximise Council's capital works program.*
- *Achieve a balanced budget on a cash basis.*

In preparing the SRP and LTFP, Council has also been mindful of the need to comply with the following Principles of Sound Financial Management as contained in the Act:

- *Prudently manage financial risks relating to debt, assets and liabilities*
- *Provide reasonable stability in the level of rate burden*
- *Consider the financial effects of Council decisions on future generations*
- *Provide full, accurate and timely disclosure of financial information.*

The SRP and LTFP is updated annually through a rigorous process of consultation with Council service providers followed by a detailed sensitivity analysis to achieve the key financial objectives.

## 17.2 Financial resources

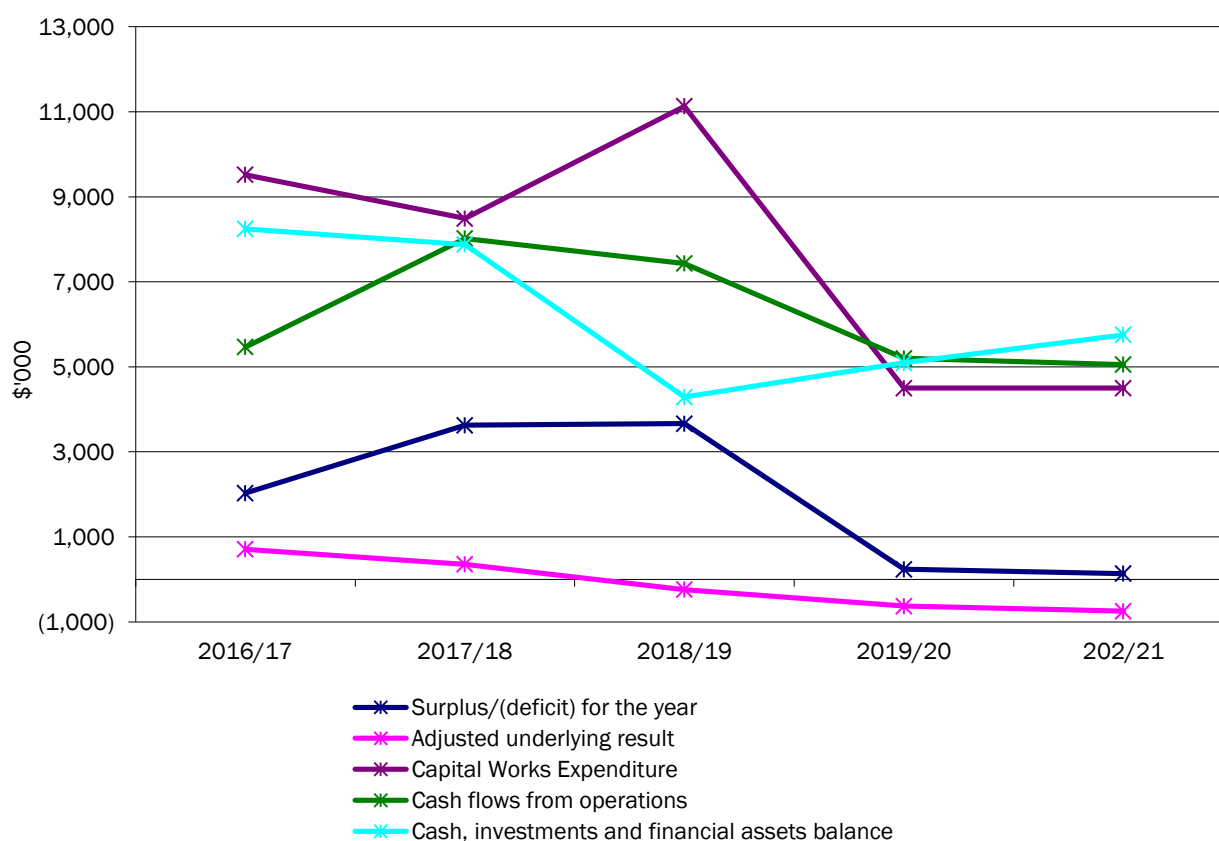
The following table summarises the key financial results for the next four years as set out in the SRP for years 2017/18 to 2020/21. Section 3 includes a more detailed analysis of the financial resources to be used over the four year period.

	Forecast	Budget	Strategic Resource Plan			Trend
Indicator	Actual		Projections			
	2016/17	2017/18	2018/19	2019/20	202/21	+/-
	\$'000	\$'000	\$'000	\$'000	\$'000	
Surplus/(deficit) for the year	2,029	3,617	3,663	237	136	-
Adjusted underlying result	708	345	(241)	(629)	(747)	-
Cash, investments and financial assets balance	8,246	7,869	4,279	5,084	5,741	-
Cash flows from operations	5,469	8,009	7,433	5,200	5,052	-
Capital works expenditure	9,517	8,491	11,128	4,500	4,500	-

Key to Forecast Trend:

- + Forecasts improvement in Council's financial performance/financial position indicator
- o Forecasts that Council's financial performance/financial position indicator will be steady
- Forecasts deterioration in Council's financial performance/financial position indicator

The following graph shows the general financial indicators over the four year period.



The key outcomes of the SRP are as follows:

**Financial sustainability (Section 11)** - Cash and investments are forecast to decrease marginally over the four year period.

**Rating levels (Section 7 and 16)** - Rating levels are forecast to remain consistent at a rate of 1.7% after 2017-18.

**Service delivery strategy (Section 2 and 17)** - Service levels have been maintained throughout the four year period.

**Borrowing strategy (Section 5 and 17)** - There are no borrowings forecast.

**Infrastructure strategy (Section 6, 12 and 17)** - Capital expenditure over the four year period will total \$28.5 million.

## 18 Rating context and structure

This section contains information on Council's past and foreshadowed rating levels along with Council's rating structure and the impact of changes in property valuations. This section should be read in conjunction with Council's Rating Strategy (referred to in section 7), Farm differential policy, Commercial/industrial policy and Waste service charge policy.

### 18.1 Rating context

In developing the Strategic Resource Plan (referred to in Section 15.) and LTFP, rates and charges were identified as an important source of revenue, accounting for approximately 50% of the total revenue received by Council annually. Minimising future rate increases has therefore been an important component of the Strategic Resource Planning process. The level of required rates and charges has been considered in this context, with reference to Council's other sources of income and the planned expenditure on services and works to be undertaken for the Alpine Shire community.

### 18.2 Current year rates and charges

The following table sets out future proposed increases in revenue from rates and charges and the total rates to be raised, based on the forecast financial position of Council as at 30 June 2018.

Year	Rate	Waste Management	Garbage	Recycling	Total Rates &
	Revenue Increase %	Charge Increase %	Charge Increase %	Charge Increase %	Charges Raised \$'000
2016/17	2.30	2.30	2.30	2.30	16,971
2017/18	1.90	0.00	-2.30	-2.20	17,544
2018/19	1.70	1.70	1.70	1.70	17,779
2019/20	1.70	1.70	1.70	1.70	18,160
2020/21	1.70	1.70	1.70	1.70	18,556

## 18.3 Rating structure

Council has established a rating structure which aims to identify the fairest and most equitable method of distributing the rate burden across residents. Property values form the central basis of rating under the *Local Government Act 1989*.

There are various valuation bases for determining the property value component of rates. Council has determined to apply a Capital Improved Value (CIV) basis on the grounds that it provides the most equitable distribution of rates across the municipality. There are currently no plans to change that basis, but Council does review its rating structure annually.

Council makes a distinction within the property value component of rates based on the purpose for which the property is used, that is, whether the property is used for residential, commercial/industrial or farming purposes. This distinction is based on the concept that businesses should pay a fair and equitable contribution to rates, taking into account the benefits those commercial properties derive from the local community.

The farm differential rate applies a reduced rate on all land declared as farm land. This is to more equitably spread the general rate burden over the rate base of the municipality given the broad nature of services provided by Council and their availability to the farming community.

The commercial/industrial differential rate applies a higher rate on commercial/industrial properties (including holiday houses available for hire). This provides for the higher costs of servicing commercial and industrial properties, specialist properties and undertaking economic development and tourism strategies.

Council also applies a special rate to ratepayers at Dinner Plain. This provides for the additional servicing costs of Dinner Plain which are significantly higher than all other areas, due to the complex nature and special requirements of this resort such as snow clearing. Council has chosen to operate Dinner Plain as a discreet business function which makes it unique when compared to other towns within the shire. All special and general rates are quarantined for expenditure on Dinner Plain related expenditure. Where there are unspent funds at the end of the year, these funds will be transferred to a reserve, namely Dinner Plain Reserve, for expenditure in future years.

Council also levies annual service charges for the following:

- *Waste collection*
- *Recycling collection*
- *Waste management*

These service charges are consistent with previous years; however the Waste management charge has been renamed from Landfill rehabilitation and development charge. This is to provide greater detail of the items which the charge covers. Refer to section 7.5 'Waste services charges policy' for the criteria to which the charges apply.

The following table summarises the rates to be determined for the 2017/18 year. A more detailed analysis of the rates to be raised is contained in Section 7 'Rates and charges'.

Rate type	How applied	2016/17	2017/18	Change
Residential rates	Cents/\$ CIV	0.4901	0.4994	1.9%
Commercial/industrial rates	Cents/\$ CIV	0.700843	0.7141	1.9%
Farm rates	Cents/\$ CIV	0.3578	0.3646	1.9%
Dinner Plain special rates	Cents/\$ CIV	0.3186	0.2147	-32.6%
Waste management charge	\$/ property	\$98.20	\$98.20	0.0%
Kerbside collection charge	\$/ property	\$235.30	\$230.00	-2.3%
Recycling charge	\$/ property	\$77.50	\$75.80	-2.2%

## 18.4 General revaluation of properties

During the 2015/16 year, a revaluation of all properties within the municipality was carried out and applied from 1 July 2016 for the 2016/17 year. The outcome of the general revaluation was a small change in property valuations throughout the municipality. Overall, property valuations across the municipal district increased by 2.9%.

In view of the outcomes of the general revaluation of all properties within the Council's municipal district during the 2015/16 year, Council has chosen not to make any changes to the existing rate structure. In aggregate, total rates and charges will increase by 3.4% (due to a reduction in the Dinner Plain special rate as already outlined) compared to 2016/17. This will be achieved by reducing the rate in the dollar to offset the increase in property valuations across the municipal district following the general revaluation.

## 18.5 Payment of rates

Council offers payment by four instalments on or before 30 September, 30 November, 28 February and 31 May in accordance with Section 167 of the *Local Government Act 1989*.

**Council continues to seek ways to improve its operations and minimise inefficiencies. Improved efficiencies within Council ultimately result in savings which will be passed onto ratepayers in future years.**

## 19 Summary of other strategies

This section sets out summaries of the strategies that have been developed and incorporated into the Strategic Resource Plan including borrowings, infrastructure and service delivery.

### 19.1 Borrowings

Council does not currently have any borrowings. Council was able to pay out its borrowings in full at the beginning of 2015/16. In developing the Strategic Resource Plan (SRP) and Long Term Financial Plan, Council has not provided for any borrowings, rather all projects are to be funded from revenue sources and existing cash reserves. This places Council in a strong financial position and ensures financial sustainability into the future. This is not to say that Council will not be required to borrow funds into the future, however each major capital project will be assessed to determine the most appropriate funding model at that time.

The table below shows information on borrowings specifically required by the Regulations.

Year	New Borrowings \$'000	Principal Paid \$'000	Interest Paid \$'000	Balance 30 June \$'000
2013/14	-	196	75	1,142
2014/15	-	946	21	946
2015/16	-	-	-	-
2016/17	-	-	-	-
2017/18	-	-	-	-
2018/19	-	-	-	-

	2016/17 \$	2017/18 \$
Total amount borrowed as at 30 June of the prior year	-	-
Total amount to be borrowed	-	-
Total amount projected to be redeemed	-	-
<b>Total amount of borrowings proposed as at 30 June</b>	<b>-</b>	<b>-</b>

## 19.2 Infrastructure

The Council has developed an Infrastructure Strategy otherwise referred to as the 'Project Pipeline' (PP). The PP is based on the knowledge provided by Asset Management Plans and Community consultation which sets out the capital expenditure requirements of Council for the next 10 to 20 years on a project by project basis. The SPP ranks each project using two methods (MoSCoW and Stack rank) to determine the project delivery timeline. The ranking process has been determined by Council in consultation with the community.

Projects detailed in the PP for the first two years include the cost to deliver the project. For later years projects have an indicative budget or are still under review. Each year when the annual budget is developed a number of factors are considered prior to a project being recommended for delivery. This includes:

- *Asset renewal requirements;*
- *Ability to achieve savings (i.e. tendering for contractors based on location)*
- *Capital works forecast in future years as detailed in the Long Term Financial Plan;*
- *If the project is 'shovel ready'; and*
- *Availability of resources to deliver the project.*

The SPP is a key input into the SRP and Long Term Financial Plan. It assists with predicting infrastructure consumption, renewal needs and considers infrastructure needs to meet future community service expectations.

A key objective of Council is to maintain or renew existing assets at desired condition levels. If sufficient funds are not allocated to asset renewal then Council's investment in those assets will reduce, along with the capacity to deliver services to the community.

At present, Council is fortunate compared to most Council's in that its renewal gap is quite low. This is due to Council having a short road network (576kms) compared to other Council's and having taken full advantage of capital grants which have flowed to Council in recent years.

In updating the Infrastructure Strategy for the 2017/18 year, the following influences have had a significant impact:

- *Previous submissions received from the community; and*
- *Funding for the Alpine Better Places*

The following table summarises Council's forward outlook on capital expenditure including funding sources for the next four years.

Year	Total Capital Program \$'000	Grants \$'000	Summary of funding sources		
			Contributions \$'000	Council Cash \$'000	Borrowings \$'000
2016/17	9,517	1,656	49	4,214	
2017/18	8,491	2,940	-	5,551	-
2018/19	11,128	3,505	-	7,623	-
2019/20	4,500	500	-	4,000	-
2020/21	4,500	500	-	4,000	-

In addition to using cash generated from its annual operations and external contributions such as government grants, Council has significant cash or investment reserves that are also used to fund a variety of capital projects. These reserves are either 'statutory' or 'discretionary' cash reserves. Statutory reserves relate to cash and investments held by Council that must be expended on a specific purpose as directed by legislation or a funding body, and include contributions to car parking, drainage and public resort and recreation. Discretionary cash reserves relate to those cash and investment balances that have been set aside by Council and can be used at Council's discretion, even though they may be earmarked for a specific purpose, for example Dinner Plain.

### 19.3 Service delivery

Council's key objectives of service delivery incorporated into the Strategic Resource Plan and Long Term Financial Plan include:

- *Minimising rate increases;*
- *Maintaining service delivery;*
- *Improving innovation and efficiency in service delivery; and*
- *Simplifying processes.*

These key objectives are all developed based on a core component: the customer. Council continues to ensure that customer service is a primary focus alongside delivery of its capital works program on time and on budget.

There are a number of internal and external influences that have been identified through the budget development process which may have an impact on the scope and level of services to be provided over the next four to ten years. Council's approach to this is to continue to operate 'within its means' and look to the private sector for inspiration for efficiency improvements to ensure sustainability into the future.

There are also specific influences which are considered when developing the budget. These areas are summarised below.





### 19.3.1 Landfill restoration

Council maintains a provision to allow for the costs associated with rehabilitation and aftercare of its landfill sites as required by the Environmental Protection Authority. Council continues to budget each year to contribute to this provision in accordance with the Landfill Rehabilitation Strategy.

### 19.3.2 Dinner Plain

Dinner Plain operates as a self-governing and self-funding business unit within Council. This is due to the servicing costs of Dinner Plain being significantly higher than all other areas of the Shire because of the complex nature and special requirements of the village.

### 19.3.3 Valuation Services

The Council is required to revalue all properties within the municipality every two years. The last general revaluation was carried out as at 1 January 2016 effective for the 2016/17 year and the next revaluation will be undertaken as at 1 January 2018.

### 19.3.4 Fire services levy

The *Fire Services Property Levy Act 2012* requires Council to collect the Fire Services Property Levy for all rateable and non-rateable within the Municipality. In addition to this the Treasurer of Victoria has directed the Alpine Shire to collect the levy for land not located within the Municipality, being the Mount Hotham and Falls Creek Alpine Resorts. Council acts as a collection agency and remits the funds collected to the State Revenue Office, four times a year.



## 20 Appendix A: Fees and charges schedule

This appendix presents the fees and charges of a statutory and non-statutory nature which will be charged in respect to various goods and services provided during the 2017/18 year.

Department	Business Unit	Fee name	Fee - sub component	GST?	2016/17 Fee/Charge	2017/18 Fee/Charge	\$ Change	Unit of measure	Regulated?
Asset Maintenance	Open Spaces	<b>Asset Maintenance - Open Spaces</b>							
Asset Maintenance	Open Spaces	Elm Leaf Beetle Treatment		Yes	\$ 83.50	\$ 90.00	\$ 6.50	minimum charge per tree.	No
Asset Maintenance	Operations	<b>Asset Maintenance - Operations</b>							
Asset Maintenance	Operations	Traffic management plan		Yes	\$ 75.00	\$ 75.00	\$ 0.00	per plan	No
Asset Maintenance	Operations	Application for Occupation/Works on Council Managed Land permit		Yes	\$ 0	\$ 0	\$ 0.00	per permit	No
Asset Maintenance	Operations	Variable messaging board		Yes	\$ 50.00	\$ 50.00	\$ 0.00	per day	No
Planning and Amenity	Health	<b>Planning and Amenity - Health</b>							
Planning and Amenity	Health	Class 1 food premises		No	\$ 524.00	\$ 524.00	\$ 0.00	Per annum	No
Planning and Amenity	Health	Class 2 food premises		No	\$ 455.00	\$ 455.00	\$ 0.00	Per annum	No
Planning and Amenity	Health	Class 3 food premises		No	\$ 260.00	\$ 260.00	\$ 0.00	Per annum	No
Planning and Amenity	Health	Class 4 food premises		No	\$ 0.00	\$ 0.00	\$ 0.00	Per annum	No
Planning and Amenity	Health	Class 2 temporary food premises & mobile food vendors		No	\$ 203.00	\$ 203.00	\$ 0.00	Per annum	No
Planning and Amenity	Health	Class 2 temporary food premises & mobile food vendors		No	\$ 52.50	\$ 52.50	\$ 0.00	per event	No
Planning and Amenity	Health	Class 3 temporary food premises & mobile food vendors		No	\$ 121.50	\$ 121.50	\$ 0.00	per annum	No
Planning and Amenity	Health	Class 3 temporary food premises & mobile food vendors		No	\$ 35.00	\$ 35.00	\$ 0.00	per event	No
Planning and Amenity	Health	Class 2 charitable and community groups		No	\$ 52.50	\$ 52.50	\$ 0.00	per annum	No
Planning and Amenity	Health	Class 2 charitable and community groups		No	\$ 0.00	\$ 0.00	\$ 0.00	per event	No
Planning and Amenity	Health	Class 3 charitable and community groups		No	\$ 29.00	\$ 29.00	\$ 0.00	per annum	No



Department	Business Unit	Fee name	Fee - sub component	GST?	2016/17 Fee/Charge	2017/18 Fee/Charge	\$ Change	Unit of measure	Regulated?
Planning and Amenity	Health	Class 3 charitable and community groups		No	\$ 0.00	\$ 0.00	\$ 0.00	per event	No
Planning and Amenity	Health	New premises fee			Annual registration fee plus 50%				
Planning and Amenity	Health	Inspection and report fee			new fee	\$ 150.00		per registration	No
Planning and Amenity	Health	Major non compliance inspection fee			\$175.00	\$ 175.00		per registration	No
Planning and Amenity	Health	Major non compliance inspection fee (where a notice has been issued)			\$235.00	\$ 235.00		per registration	No
Planning and Amenity	Health	Hairdressers, beauty parlours etc.		No	\$ 190.50	\$ 200.00	\$9.50	per annum	No
Planning and Amenity	Health	Beauty Premises			new fee	\$ 160.00		per premises	No
Planning and Amenity	Health	Prescribed accommodation premises	Fixed	No	\$ 210.00	\$ 250.00	\$ 40.00	per annum	No
Planning and Amenity	Health	Septic tank		No	\$ 470.00	\$ 470.00	\$ 68.00	per approval	No
Planning and Amenity	Health	Health search		No	\$ 39.50	\$ 85.00	\$ 45.50	per hour or part thereof	No
Planning and Amenity	Health	Caravan park registration		No			\$ 0.00	as per legislation	Yes
Planning and Amenity	Health	Caravan park rigid annex approval fee		No	\$ 157.00	\$ 157.00	\$ 0.00	per approval	No
Planning and Amenity	Health	Transfer registration fee		No	50%	50%		of original registration fee	No
Planning and Amenity	Health	Late penalty fee		No	30%	30%		of original registration fee	No
Planning and Amenity	Health	That the Senior Environmental Health Officer be authorised to charge a reduced fee at his discretion in the case of a minor alteration to a septic tank system.		No					
Planning and Amenity	Streets & Roads	<b>Planning and Amenity - Streets &amp; Roads</b>							
Planning and Amenity	Streets & Roads	Outdoor eating facility		No	\$ 145.00	\$ 150.00	\$ 5.00	per annum	No
Planning and Amenity	Roadside Trading	<b>Planning and Amenity - Roadside Trading</b>							
Planning and Amenity	Roadside Trading	Commercial participant		No	\$ 61.00	\$ 65.00	\$ 4.00	Per event.	No
Planning and Amenity	Roadside Trading	Business premises		No	\$ 145.00	\$ 150.00	\$ 5.00	per annum	No
Planning and Amenity	Roadside Trading	Approved site location		No	\$ 231.00	\$ 231.00	\$ 0.00		No



Department	Business Unit	Fee name	Fee - sub component	GST?	2016/17 Fee/Charge	2017/18 Fee/Charge	\$ Change	Unit of measure	Regulated?
Planning and Amenity	Roadside Trading	Horse drawn vehicle		No	\$ 145.00	\$ 150.00	\$ 5.00	per year	No
Planning and Amenity	Roadside Trading	Advertising sign		No	\$ 67.00	\$ 150.00	\$ 83.00	per sign	No
Planning and Amenity	Roadside Trading	Busking	Commercial	No	\$ 31.00	\$ 31.00	\$ 0.00	per year	No
Planning and Amenity	Local Laws	<b>Planning and Amenity - Local Laws</b>							
Planning and Amenity	Local Laws	Dog registration	Full	No	\$ 71.00	\$ 80.00	\$ 9.00	per animal	Partially
Planning and Amenity	Local Laws	Dog registration	Pensioner	No	35.00	40.00	5.00	per animal	Partially
Planning and Amenity	Local Laws	Dog registration	Reduced (Desexed/working dog)	No	\$ 26.00	\$ 30.00	\$ 4.00	per animal	Partially
Planning and Amenity	Local Laws	Dog Registration	Reduced Pensioner	No	13.00	15.00	2.00	Per animal	Partially
Planning and Amenity	Local Laws	Cat registration	Full	No	\$ 71.00	\$ 80.00	\$ 9.00	per animal	Partially
Planning and Amenity	Local Laws	Cat registration	Pensioner	No	35.00	40.00	5.00	per animal	Partially
Planning and Amenity	Local Laws	Cat registration	Reduced	No	\$ 26.00	\$ 26.00	\$ 0.00	per animal	Partially
Planning and Amenity	Local Laws	Animal registration tag replacement		Yes	\$ 7.00	\$ 7.00	\$ 0.00	per tag	No
Planning and Amenity	Local Laws	Pound release fee	Registered	No	\$ 70.00	\$ 80.00	\$ 10.00	per animal	Partially
Planning and Amenity	Local Laws	Pound release fee	Unregistered	No	\$ 138.00	\$ 160.00	\$ 22.00	per animal	Partially
Planning and Amenity	Local Laws	Failure to register a dog or cat		No				as per legislation	Partially
Planning and Amenity	Local Laws	Dinner Plain snowmobile permit		No	\$ 69.00	\$ 69.00	\$ 0.00	per snowmobile	No
Planning and Amenity	Local Laws	Dinner Plain dog permit		No	\$ 69.00	\$ 69.00	\$ 0.00	per animal	No
Planning and Amenity	Local Laws	Domestic animal business fee		No	\$ 123.00	\$ 123.00	\$ 0.00	per year	Partially
Planning and Amenity	Local Laws	Parking fine	Time limit	No	\$ 52.00	\$ 52.00	\$ 0.00	per offence	No
Planning and Amenity	Local Laws	Parking fine	No Standing	No		93.00		as per legislation	Yes
Planning and Amenity	Local Laws	Parking fine	Loading Zones etc.	No		155.00		as per legislation	Yes
Planning and Amenity	Local Laws	Vehicle impound fee		No	\$ 103.00	\$ 110.00	\$ 7.00	per vehicle	No
Planning and Amenity	Local Laws	Vehicle storage fee		Yes	\$ 10.50	\$ 11.00	\$ 0.50	per vehicle	No
Planning and Amenity	Local Laws	Animal sustenance fee		Yes	\$ 10.50	\$ 11.00	\$ 0.50	per day	No
Planning and Amenity	Local Laws	Cat trap hire deposit		No	\$ 50.00	\$ 50.00	\$ 0.00	per hire	No
Planning and Amenity	Local Laws	Cat trap hire fee		Yes	\$ 5.00	\$ 5.00	\$ 0.00	per hire	No
Planning and Amenity	Development	<b>Planning and Amenity - Development</b>							



Department	Business Unit	Fee name	Fee - sub component	GST?	2016/17 Fee/Charge	2017/18 Fee/Charge	\$ Change	Unit of measure	Regulated?
Planning and Amenity	Development	Application for permit to work in a road reserve						as per legislation	Yes
Planning and Amenity	Building	<b>Planning and Amenity - Building</b>							
Planning and Amenity	Building	Commercial works <\$15,000	+ lodgement fee	Yes	competitive quote			minimum fee	No
Planning and Amenity	Building	Commercial works \$15,001 - \$40,000	+ lodgement fee	Yes	competitive quote			minimum fee	No
Planning and Amenity	Building	Commercial works >\$40,001		Yes	competitive quote				No
Planning and Amenity	Building	Carport, garage, sheds, verandah and other small extensions		Yes	\$ 566.50	\$ 566.50	\$ 0.00	minimum fee	No
Planning and Amenity	Building	Swimming pool (in-ground)		Yes	\$ 680.00	\$ 680.00	\$ 0.00	minimum fee	No
Planning and Amenity	Building	Swimming pool (above ground)		Yes	\$ 453.00	\$ 453.00	\$ 0.00	minimum fee	No
Planning and Amenity	Building	Restumping or demolition		Yes	\$ 566.50	\$ 566.50	\$ 0.00	minimum fee	No
Planning and Amenity	Building	Dwelling extensions and alterations		Yes	competitive quote			minimum fee	No
Planning and Amenity	Building	New dwelling		Yes	competitive quote			minimum fee	No
Planning and Amenity	Building	Multi unit development		Yes	competitive quote				No
Planning and Amenity	Building	Extension of time for building permit		Yes	\$ 257.50	\$ 257.50	\$ 0.00	per extension	No
Planning and Amenity	Building	Place of public entertainment (POPE)		Yes	\$ 453.50	\$ 453.50	\$ 0.00	per application	No
Planning and Amenity	Building	Minor amendment to building permit		Yes	\$ 129.00	\$ 129.00	\$ 0.00	per amendment	No
Planning and Amenity	Building	Major amendment to building permit		Yes	\$ 257.50	\$ 257.50	\$ 0.00	per amendment	No
Planning and Amenity	Building	Variation to ResCode (report and consent)		Yes			\$ 0.00	as per legislation	No
Planning and Amenity	Building	Additional inspection or re-inspection		Yes	\$ 227.00	\$ 227.00	\$ 0.00	per inspection	No
Planning and Amenity	Building	Additional inspection or re-inspection (remote area)		Yes	\$ 309.00	\$ 309.00	\$ 0.00	per inspection	No
Planning and Amenity	Building	Copy of building permit, endorsed plans, occupancy permit etc		Yes	\$ 35.00	\$ 35.00	\$ 0.00	per copy	No
Planning and Amenity	Building	Legal point of discharge information						as per legislation	Yes
Planning and Amenity	Building	Building information certificate						as per legislation	Yes



Department	Business Unit	Fee name	Fee - sub component	GST?	2016/17 Fee/Charge	2017/18 Fee/Charge	\$ Change	Unit of measure	Regulated?
Planning and Amenity	Building	Essential service inspection and report		Yes	\$ 340.00	\$ 340.00	\$ 0.00	per inspection	No
Planning and Amenity	Building	Non-mandatory inspection		Yes	\$ 227.00	\$ 227.00	\$ 0.00	per inspection	No
Planning and Amenity	Building	Swimming pool inspection		Yes	\$ 227.00	\$ 227.00	\$ 0.00	per inspection	No
Planning and Amenity	Planning	<b>Planning and Amenity - Planning</b>					\$ 0.00		
Planning and Amenity	Planning	Public notification	Notice to neighbours	Yes	\$ 63.00	\$ 65.00	\$ 2.00	per general notification	No
Planning and Amenity	Planning	Public notification	Additional notices	Yes	\$ 7.50	\$ 8.00	\$ 0.50	per notice	No
Planning and Amenity	Planning	Public notification	Notice on land	Yes	\$ 80.00	\$ 82.00	\$ 2.00	up to two signs	No
Planning and Amenity	Planning	Public notification	Additional notices on land	Yes	\$ 12.50	\$ 13.00	\$ 0.50	each additional sign	No
Planning and Amenity	Planning	Public notification	Notice in papers	Yes	\$ 178.00	\$ 200.00	\$ 22.00	per notice	No
Planning and Amenity	Planning	Planning advice in writing - cert of verbal advice		Yes	\$ 120.00	\$ 120.00	\$ 0.00	per advice	No
Planning and Amenity	Planning	Sect 173 agreements		Yes	\$ 398.00	\$ 400.00	\$ 2.00	per agreement	No
Planning and Amenity	Planning	Certificate of title and restrictions covenant		Yes	\$ 60.00	\$ 60.00	\$ 0.00	per certificate	No
Planning and Amenity	Planning	Copy of planning or building permit and endorsed plans		Yes	\$ 35.00	\$ 85.00	\$ 50.00	per hour	No
Planning and Amenity	Planning	Planning panel - proponent request amendment		Yes	cost of panel				Yes
Planning and Amenity	Planning	Extension of time for planning permit certificate fee		no	\$ 103.00	\$ 120.00	\$ 17.00	per extension	No
Planning and Amenity	Planning	Class 1 – Change of use only		No				as per legislation	Yes
Planning and Amenity	Planning	To develop land or to use and develop land for a single dwelling per lot or to undertake development ancillary to the use of the land for a single dwelling per lot if the estimated cost of development included in the application is:							
Planning and Amenity	Planning	Class 2 - Dwellings \$10,000 to \$100,000		No				as per legislation	Yes
Planning and Amenity	Planning	Class 3 - Dwellings more than \$100,001		No				as per legislation	Yes



Department	Business Unit	Fee name	Fee - sub component	GST?	2016/17 Fee/Charge	2017/18 Fee/Charge	\$ Change	Unit of measure	Regulated?
Planning and Amenity	Planning	To develop land (other than for a single dwelling per lot) if the estimated cost of development included in the application is:							
Planning and Amenity	Planning	Class 4 - \$10,000 or less		No			as per legislation	Yes	
Planning and Amenity	Planning	Class 5 - \$10,000 to \$250,000		No			as per legislation	Yes	
Planning and Amenity	Planning	Class 6 - \$250,000 to \$500,000		No			as per legislation	Yes	
Planning and Amenity	Planning	Class 7 - \$500,000 to \$1,000,000		No			as per legislation	Yes	
Planning and Amenity	Planning	Class 8 - \$1,000,000 to \$7,000,000		No			as per legislation	Yes	
Planning and Amenity	Planning	Class 9 - \$7,000,000 to \$10,000,000		No			as per legislation	Yes	
Planning and Amenity	Planning	Class 10 - \$10,000,000 to \$50,000,000		No			as per legislation	Yes	
Planning and Amenity	Planning	Class 11 - Over \$50,000,000		No			as per legislation	Yes	
Planning and Amenity	Planning	Class 12 - Subdivide existing building		No			as per legislation	Yes	
Planning and Amenity	Planning	Class 13 - Subdivide land into two lots		No			as per legislation	Yes	
Planning and Amenity	Planning	Class 14 - To effect a realignment of a common boundary between lots or to consolidate two or more lots		No			as per legislation	Yes	
Planning and Amenity	Planning	Class 15 - To subdivide land		No			as per legislation	Yes	
Planning and Amenity	Planning	Class 16 - To remove a restriction (within the meaning of the Subdivision Act 1988) over land if the land has been used or developed for more than 2 years before the date of the applications in a manner which would have been lawful under the Planning and Environment Act 1987 but for the existence of the restriction		No			as per legislation	Yes	



Department	Business Unit	Fee name	Fee - sub component	GST?	2016/17 Fee/Charge	2017/18 Fee/Charge	\$ Change	Unit of measure	Regulated?
Planning and Amenity	Planning	Class 17 - To create, vary or remove a restriction within the meaning of the Subdivision Act 1988 or to create or remove a right of way		No				as per legislation	Yes
Planning and Amenity	Planning	Class 18 - To create, vary or remove an easement other than a right of way or to vary or remove a condition in the nature of an easement other than a right of way in a Crown grant		No				as per legislation	Yes
Planning and Amenity	Planning	Amend an application for a permit after notice has been given for every class of application (other than Class 4)		No				as per legislation	Yes
Planning and Amenity	Planning	Amend an application for a permit after notice has been given for every class of application (other than Class 5)		No				as per legislation	Yes
Planning and Amenity	Planning	The fee for an application for any combination of the classes of application outlined above is the sum arrived at by adding the highest of the fees which would have applied if separate applications had been made plus 50% of each of the other fees which would have applied if separate applications had been made.							
Planning and Amenity	Planning	Application to amend the planning scheme	Stage 1	No				as per legislation	Yes
Planning and Amenity	Planning	Application to amend the planning scheme	Stage 2	No				as per legislation	Yes
Planning and Amenity	Planning	Application to amend the planning scheme	Stage 3	No				as per legislation	Yes





Department	Business Unit	Fee name	Fee - sub component	GST?	2016/17 Fee/Charge	2017/18 Fee/Charge	\$ Change	Unit of measure	Regulated?
Planning and Amenity	Planning	Application to amend the planning scheme	Stage 4	No				as per legislation	Yes
Planning and Amenity	Subdivision	<b>Planning and Amenity - Subdivision</b>							
Planning and Amenity	Subdivision	Certification of a plan of subdivision	Fixed	No	\$ 103.00	\$ 103.00	\$ 0.00	per subdivision	Yes
Planning and Amenity	Subdivision	Certification of a plan of subdivision	Variable	No	\$ 20.50	\$ 20.50	\$ 0.00	per lot	Yes
Planning and Amenity	Subdivision	Supervision of works		No	2.58%	2.58%		as per legislation	Yes
Planning and Amenity	Subdivision	Checking engineering plans		No	0.77%	0.77%		as per legislation	Yes
Planning and Amenity	Subdivision	Public open space contributions		No	<= 5.0%	<= 5.0%		subdivision value	Yes
Facilities	Waste	<b>Facilities - Waste</b>							
Facilities	Waste	Putrescible and hard waste	minimum charge \$6.50	Yes	\$ 43.00	\$43.50	\$ 0.50	per cubic metre	No
Facilities	Waste	Putrescible and hard waste	minimum charge	Yes	\$ 6.50	\$6.50	\$ 0.00	per large bag	No
Facilities	Waste	Concrete and bricks		Yes	\$ 36.00	\$36.50	\$ 0.50	per cubic metre	No
Facilities	Waste	Timber and green organic material		Yes	\$ 17.00	\$17.00	\$ 0.00	per cubic metre	No
Facilities	Waste	Whitegoods (all)		Yes	\$ 10.50	\$11.00	\$ 0.50	each	No
Facilities	Waste	Steel		Yes	\$ 12.00	\$12.00	\$ 0.00	per cubic metre	No
Facilities	Waste	Oil		Yes	\$ 0.50	\$0.50	\$ 0.00	per litre	No
Facilities	Waste	Car Bodies		Yes	\$ 25.00	\$25.00	\$ 0.00	per item	No
Facilities	Waste	Aluminium, cardboard, steel cans, plastic bottles and containers	1st 1/4 cubic meter free	Yes	\$ 10.50	\$10.00	\$ 0.00	per cubic metre	No
Facilities	Waste	Paint cans 10 litres and over of any size containing paint		Yes	\$ 3.50	\$3.50	\$ 0.00	per litre	No
Facilities	Waste	Car batteries		Yes	\$ 2.50	\$2.50	\$ 0.00	each	No
Facilities	Waste	LPG cylinders		Yes	\$ 5.50	\$5.50	\$ 0.00	each	No
Facilities	Waste	Tyres small/4WD		Yes	\$ 9.00	\$9.50	\$ 0.50	each	No
Facilities	Waste	Tyres large - truck		Yes	\$ 13.50	\$14.00	\$ 0.50	each	No
Facilities	Waste	Tyres large - tractor or truck		Yes	\$ 85.00	\$87.00	\$ 2.50	each	No
Facilities	Waste	Small/medium appliances		Yes	\$ 7.50	\$7.75	\$ 0.25	each	No
Facilities	Waste	Large appliances		Yes	\$ 15.00	\$15.50	\$ 0.50	each	No
Facilities	Waste	Asbestos - Porepunkah only	Minimum charge \$5	Yes	\$ 75.00	\$75.00	\$ 0.00	per cubic metre	No



Department	Business Unit	Fee name	Fee - sub component	GST?	2016/17 Fee/Charge	2017/18 Fee/Charge	\$ Change	Unit of measure	Regulated?
Facilities	Waste	Green organic mulch sales		Yes	Free	Free		per cubic metre	No
Facilities	Waste	Crushed concrete sales		Yes	\$ 37.50	\$38.00	\$ 0.50	per cubic metre	No
Facilities	Waste	Mattress - any size		Yes	\$ 27.00	\$27.50	\$ 0.50	each	No
Facilities	Waste	Single seater couch		Yes	\$ 15.00	\$15.50	\$ 0.00	each	No
Facilities	Waste	Two seater, sofa or larger couch		Yes	\$ 25.00	\$25.50	\$ 0.50	each	No
Facilities	Waste	Ski's or snowboards		Yes	\$ 5.50	\$5.50	\$ 0.50	per pair or board	No
Facilities	Swimming Pools	<b>Facilities - Swimming Pools</b>							
Facilities	Swimming Pools	Adult daily		Yes	\$ 5.00	\$5.00	\$ 0.00	per person	No
Facilities	Swimming Pools	Child/concession daily		Yes	\$ 2.50	\$ 2.50	\$ 0.00	per person	No
Facilities	Swimming Pools	Supervising parent		Yes	\$ 4.00	\$ 4.00	\$ 0.00	per person	No
Facilities	Swimming Pools	Family season - early bird		Yes	\$ 85.00	\$ 85.00	\$ 0.00	per season	No
Facilities	Swimming Pools	Adult season		Yes	\$ 75.00	\$ 75.00	\$ 0.00	per season	No
Facilities	Swimming Pools	Child/concession season		Yes	\$ 40.00	\$ 40.00	\$ 0.00	per season	No
Facilities	Swimming Pools	Adult 10 visit pass		Yes	\$ 44.00	\$ 44.00	\$ 0.00	per 10 visits	No
Facilities	Swimming Pools	Child/concession 10 visit pass		Yes	\$ 22.50	\$ 22.50	\$ 0.00	per 10 visits	No
Facilities	Swimming Pools	Community stadium hire		Yes	\$ 26.00	\$ 26.00	\$ 0.00	per hour	No
Facilities	Swimming Pools	Aqua fit/concession		Yes	\$ 7.20	\$ 7.20	\$ 0.00	per session	No
Facilities	Swimming Pools	Aqua fit/adult		Yes	\$ 10.30	\$ 10.30	\$ 0.00	per session	No
Facilities	Swimming Pools	Arthritis group		Yes	\$ 3.00	\$ 3.00	\$ 0.00	per hour	No
Facilities	Swimming Pools	Lane hire		Yes	\$ 28.50	\$ 28.50	\$ 0.00	per hour	No
Facilities	Swimming Pools	Learn to swim		Yes	\$ 16.30	\$ 16.50	\$ 0.20	one lesson	No
Facilities	Swimming Pools	Learn to swim		Yes	\$ 52.00	\$ 52.50	\$ 0.50	private lesson	No
Facilities	Swimming Pools	Pool hire with lifeguard		Yes	\$ 100.00	\$ 100.00	\$ 0.00	per hour	No
Facilities	Swimming Pools	Pool hire no lifeguard		Yes	\$ 64.00	\$ 65.00	\$ 1.00	per hour	No
Facilities	Swimming Pools	Seniors Hour		Yes	\$ 3.00	\$ 3.00	\$ 0.00	per hour	No
Facilities	Bright Sports Centre	<b>Facilities - Bright Sports Centre</b>							
Facilities	Bright Sports Centre	Silver membership - gym, group exercise and squash	Adult - 3 month	Yes	\$ 255.00	\$ 250.00	\$ 0.00	per person	No



Department	Business Unit	Fee name	Fee - sub component	GST?	2016/17 Fee/Charge	2017/18 Fee/Charge	\$ Change	Unit of measure	Regulated?
Facilities	Bright Sports Centre	Silver membership - gym, group exercise and squash	Concession - 3 month	Yes	\$ 180.00	\$ 185.00	\$ 5.00	per person	No
Facilities	Bright Sports Centre	Silver membership - gym, group exercise and squash	Family - 3 month	Yes	\$ 4.00	\$ 450.00	\$ 5.00	per family	No
Facilities	Bright Sports Centre	Silver membership - gym, group exercise and squash	Monthly Direct Debit Adult	Yes	\$ 70.00	\$ 70.00	\$ 0.00	per person	No
Facilities	Bright Sports Centre	Silver membership - gym, group exercise and squash	Monthly Direct Debit Concession	Yes	\$ 50.00	\$ 50.00	\$ 0.00	per person	No
Facilities	Bright Sports Centre	Silver membership - gym, group exercise and squash	Monthly Direct Debit Family	Yes	\$ 145.00	\$ 145.00	\$ 0.00	per family	No
Facilities	Bright Sports Centre	Gold membership - gym, group exercise and pool	Adult - 3 month	Yes	\$ 321.00	\$ 325.00	\$ 4.00	per person	No
Facilities	Bright Sports Centre	Gold membership - gym, group exercise and pool	Concession 3 month	Yes	\$ 251.50	\$ 255.00	\$ 3.50	per person	No
Facilities	Bright Sports Centre	Gold membership - gym, group exercise and pool	Family - 3 month	Yes	\$ 525.00	\$ 535.50	\$ 10.50	per family	No
Facilities	Bright Sports Centre	Gold membership - gym, group exercise and pool	Adult - 12 month	Yes	\$ 1,150.00	\$ 1,160.00	\$10.00	per person	No
Facilities	Bright Sports Centre	Gold membership - gym, group exercise and pool	Concession - 12 month	Yes	\$ 920.00	\$ 935.00	\$ 15.00	per person	No
Facilities	Bright Sports Centre	Gold membership - gym, group exercise and pool	Monthly Direct Debit Adult	Yes	\$ 100.00	\$ 100.00	\$ 0.00	per person	No
Facilities	Bright Sports Centre	Gold membership - gym, group exercise and pool	Monthly Direct Debit Concession	Yes	\$ 80.00	\$ 80.00	\$ 0.00	per person	No
Facilities	Bright Sports Centre	Gold membership - gym, group exercise and pool	Monthly Direct Debit Family	Yes	\$ 165.00	\$ 165.00	\$ 0.00	per family	No
Facilities	Bright Sports Centre	Swimming pool only	Adult - 3 month	Yes	\$ 117.40	\$ 117.50	\$ 0.10	per person	No
Facilities	Bright Sports Centre	Swimming pool only	Concession - 3 Month	Yes	\$ 75.50	\$ 75.50	\$ 0.00	per person	No
Facilities	Bright Sports Centre	Swimming pool only	Family - 3 month	Yes	\$ 303.50	\$ 305.00	\$ 1.50	per family	No
Facilities	Bright Sports Centre	Swimming pool only	Adult casual visit	Yes	\$ 6.50	\$ 6.50	\$ 0.00	per person	No
Facilities	Bright Sports Centre	Swimming pool only	Child/concession - casual visit	Yes	\$ 3.90	\$ 4.00	\$ 0.10	per person	No
Facilities	Bright Sports Centre	Swimming pool only	Family - Casual Visit	Yes	\$ 16.50	\$ 16.50	\$ 0.00	per family	No



Department	Business Unit	Fee name	Fee - sub component	GST?	2016/17 Fee/Charge	2017/18 Fee/Charge	\$ Change	Unit of measure	Regulated?
Facilities	Bright Sports Centre	Swimming pool only	Adult 10 visit card	Yes	\$ 59.00	\$ 60.00	\$ 1.00	per card	No
Facilities	Bright Sports Centre	Swimming pool only	Concession/child 10 visit card	Yes	\$ 38.00	\$ 38.50	\$ 0.50	per card	No
Facilities	Bright Sports Centre	Casual gym entry	Adult Casual	Yes	\$ 14.00	\$ 14.00	\$ 0.00	per person	No
Facilities	Bright Sports Centre	Casual gym entry	Concession - Casual	Yes	\$ 10.00	\$ 10.00	\$ 0.00	per person	No
Facilities	Bright Sports Centre	Casual gym entry	Adult 10 visit card	Yes	\$ 126.50	\$ 127.50	\$ 1.00	per card	No
Facilities	Bright Sports Centre	Casual gym entry	Concession 10 visit card	Yes	\$ 90.00	\$ 90.00	\$ 0.00	per card	No
Facilities	Bright Sports Centre	Hydro program		Yes	\$ 4.60	\$ 4.60	\$ 0.00	per person	No
Facilities	Bright Sports Centre	Learn to swim program		Yes	\$ 16.350	\$ 16.50	\$ 0.00	per person per session	No
Facilities	Bright Sports Centre	Learn to swim program - Early payment discount 10%		Yes				per person	no
Facilities	Bright Sports Centre	Learn to swim private lesson		Yes	\$ 52.50	\$ 53.55	\$ 1.05	per lesson	No
Facilities	Bright Sports Centre	Corporate membership 10% discount on membership prices		Yes					No
Facilities	Bright Sports Centre	Casual group exercise class entry	Regular Class - Non Member	Yes	\$ 11.00	\$ 11.00	\$ 0.00	per person	No
Facilities	Bright Sports Centre	Casual group exercise class entry	Active Seniors Class - Non Member	Yes	\$ 7.00	\$ 7.00	\$ 0.00	per person	No
Facilities	Bright Sports Centre	Casual group exercise class entry	Intro Seniors Class	Yes	\$ 6.00	\$ 6.00	\$ 0.00	per person	No
Facilities	Bright Sports Centre	Squash court	Adult	Yes	\$ 6.25	\$ 6.25	\$ 0.00	per person	No
Facilities	Bright Sports Centre	Squash court	Child/concession	Yes	\$ 4.40	\$ 4.50	\$ 0.10	per person	No
Facilities	Bright Sports Centre	Squash court hire		Yes	\$ 17.50	\$ 17.50	\$ 0.00	per hour	No
Facilities	Bright Sports Centre	Multi-purpose room hire		Yes	\$ 24.50	\$ 25.00	\$ 0.50	per hour	No
Facilities	Bright Sports Centre	Pool hire with lifeguard		Yes	\$ 100.00	\$ 100.00	\$ 0.00	per hour	No
Facilities	Bright Sports Centre	Personal training one client		Yes	\$ 50.00	\$ 50.00	\$ 0.00	per hour	No
Facilities	Bright Sports Centre	Personal training two clients		Yes	\$ 60.00	\$ 60.00	\$ 0.00	per hour	No
Facilities	Bright Sports Centre	Shower Only		Yes	\$ 3.50	\$ 3.75	\$ 0.25	per person	No
Facilities	Community Centres	<b>Facilities - Community Centres</b>							
Facilities	Community Centres	Hall or kitchen only hire	Max \$150/day	Yes	\$ 15.00	\$ 15.00	\$ 0.00	per hour	No
Facilities	Community Centres	Hall and kitchen hire	Max \$250/day	Yes	\$ 25.00	\$ 25.00	\$ 0.00	per hour	No
Facilities	Community Centres	Bond		Yes	\$ 260.00	\$ 260.00	\$ 0.00	per hire	No
Facilities	Community Centres	Hall hire insurance (any hall)		Yes	\$ 35.00	\$ 35.00	\$ 0.00	per hire	No



Department	Business Unit	Fee name	Fee - sub component	GST?	2016/17 Fee/Charge	2017/18 Fee/Charge	\$ Change	Unit of measure	Regulated?
Facilities	Myrtleford Holiday Park	<b>Facilities - Myrtleford Holiday Park</b>							
Facilities	Myrtleford Holiday Park	Powered site	Off peak	Yes	\$ 30.00	\$30.00	\$ 0.00	per night	No
Facilities	Myrtleford Holiday Park	Powered site	Peak	Yes	\$ 41.00	\$42.50	\$ 1.50	per night	No
Facilities	Myrtleford Holiday Park	Unpowered site	Off peak	Yes	\$ 27.50	\$27.50	\$ 0.00	per night	No
Facilities	Myrtleford Holiday Park	Unpowered site	Peak	Yes	\$ 35.50	\$37.50	\$ 2.00	per night	No
Facilities	Myrtleford Holiday Park	Powered ensuite site	Off peak	Yes	\$ 43.00	\$43.00	\$ 0.00	per night	No
Facilities	Myrtleford Holiday Park	Powered ensuite site	Peak	Yes	\$ 56.00	\$57.50	\$ 1.50	per night	No
Facilities	Myrtleford Holiday Park	Two bedroom cabin	Off peak	Yes	\$ 135.00	\$135.00	\$ 0.00	per night	No
Facilities	Myrtleford Holiday Park	Two bedroom cabin	Peak	Yes	\$ 175.00	\$178.00	\$ 3.00	per night	No
Facilities	Myrtleford Holiday Park	Park cabin	Off peak	Yes	\$ 120.00	\$120.00	\$ 0.00	per night	No
Facilities	Myrtleford Holiday Park	Park cabin	Peak	Yes	\$ 145.00	\$148.00	\$ 3.00	per night	No
Facilities	Myrtleford Holiday Park	Standard cabin	Off peak	Yes	\$ 102.50	\$102.50	\$0.00	per night	No
Facilities	Myrtleford Holiday Park	Standard cabin	Peak	Yes	\$ 122.00	\$125.00	\$3.00	per night	No
Facilities	Myrtleford Holiday Park	Budget cabin	Off peak	Yes	\$ 91.00	\$91.00	\$0.00	per night	No
Facilities	Myrtleford Holiday Park	Budget cabin	Peak	Yes	\$ 115.00	\$117.00	\$2.00	per night	No
Facilities	Myrtleford Holiday Park	Linen hire		Yes	\$ 7.18	\$7.25	\$ 0.07	per person	No
Facilities	Myrtleford Holiday Park	Bunkhouse	Adult	Yes	\$ 29.00	\$29.00	\$ 0.00	per night	No
Facilities	Myrtleford Holiday Park	Bunkhouse	Child	Yes	\$ 19.00	\$19.00	\$ 0.00	per night	No
Facilities	Myrtleford Holiday Park	Additional people	Adult	Yes	\$ 14.00	\$14.00	\$ 0.00	per night	No
Facilities	Myrtleford Holiday Park	Additional people	5-15 years	Yes	\$ 7.00	\$7.00	\$ 0.00	per night	No
Facilities	Myrtleford Holiday Park	Annals		Yes	\$ 1,445.00	\$1,475.00	\$ 30.00	per annum	No
Facilities	Myrtleford Holiday Park	Storage		Yes	\$ 395.00	\$400.00	\$ 5.00	per annum	No
Facilities	Myrtleford Holiday Park	Storage		Yes	\$1.10	\$1.15	\$0.05	daily	No



Department	Business Unit	Fee name	Fee - sub component	GST?	2016/17 Fee/Charge	2017/18 Fee/Charge	\$ Change	Unit of measure	Regulated?
Facilities	Myrtleford Holiday Park	Permanents		Yes	\$ 87.00	\$ 87.50	\$ 0.50	per week	No
Facilities	Myrtleford Holiday Park	Electricity charges for permanent residence		Yes	maximum charge as per SP Ausnet scheduled fee				No
Facilities	Myrtleford Holiday Park	Showers		Yes	\$ 5.00	\$ 5.00	\$ 0.00	per person	No
Facilities	Myrtleford Holiday Park	Dump point use		Yes	\$ 5.00	\$ 5.00	\$ 0.00	per use	No
Corporate	Finance	<b>Corporate - Finance</b>							
Corporate	Finance	Land information certificate	Within 7 days	Yes				as per legislation	Yes
Corporate	Finance	Land information certificate	Within 24 hrs	Yes	\$ 50.00	\$ 50.00	\$ 0.00	per certificate	No
Corporate	Finance	Copy of rates notice	Post 1999	Yes	\$ 12.00	\$ 12.00	\$ 0.00	per notice per year	No
Corporate	Finance	Copy of rates notice	Pre 1999	Yes	\$ 40.00	\$ 40.00	\$ 0.00	per notice per year	No
Corporate	Finance	Freedom of information		Yes				as per legislation	Yes
Corporate	Finance	Records retrieval		Yes	\$ 40.00	\$ 40.00	\$ 0.00	minimum charge	No
Corporate	Finance	Records retrieval		Yes	\$ 80.00	\$ 80.00	\$ 0.00	per hour	No
Corporate	Finance	Disabled parking permit			free	free			No
Corporate	Libraries	<b>Corporate - Libraries</b>							
Corporate	Libraries	Overdue fine > than 2 days	Adult	Yes	\$ 0.20	\$ 0.20		per day	No
Corporate	Libraries	Overdue fine > than 2 days	Junior	Yes	\$ 0.10	\$ 0.10		per day	No
Corporate	Libraries	Overdue fine > than 2 days	Inter library	Yes	\$ 0.50	\$ 1.00	\$ 0.50	per day	No
Corporate	Libraries	Overdue fine with lost status		Yes	\$ 5.00	\$ 5.00		per item	No
Corporate	Libraries	Printing/photocopying	Black & white	Yes	\$ 0.20	\$ 0.20		per page	No
Corporate	Libraries	Printing/photocopying	Colour	Yes	\$ 1.00	\$ 1.00		per page	No
Corporate	Libraries	Maximum unpaid fines before borrowing privileges are suspended	Adults	Yes	\$ 10.00	\$ 10.00		per member	No
Corporate	Libraries	Maximum unpaid fines before borrowing privileges are suspended	Junior	Yes	\$ 5.00	\$ 5.00		per member	No
Corporate	Libraries	Minor damage to an item or barcode		Yes	\$ 2.20	\$ 2.20		per item	No
Corporate	Libraries	DVD or CD ROM replacement cover		Yes	\$ 2.20	\$ 2.20		per item	No
Corporate	Libraries	CDB covers		Yes	\$ 10.00	\$ 10.00		per item	No
Corporate	Libraries	Lost or damaged items	Adult book	Yes	\$ 26.00	\$ 26.00		per item	No



Department	Business Unit	Fee name	Fee - sub component	GST?	2016/17 Fee/Charge	2017/18 Fee/Charge	\$ Change	Unit of measure	Regulated?
Corporate	Libraries	Lost or damaged items	Junior book	Yes	\$ 14.00	\$ 14.00		per item	No
Corporate	Libraries	Lost or damaged items	Light romance	Yes	\$ 2.00	\$ 2.00		per item	No
Corporate	Libraries	Lost or damaged items	Periodical	Yes	\$ 9.00	\$ 9.00		per item	No
Corporate	Libraries	Lost or damaged items	Book on disk	Yes	\$ 100.00	\$ 100.00		per item	No
Corporate	Libraries	Lost or damaged items	Single disk	Yes	\$ 19.00	\$ 19.00		per item	No
Corporate	Libraries	Lost or damaged items	DVD	Yes	\$ 27.00	\$ 27.00		per item	No
Corporate	Libraries	Lost or damaged items	MP3	Yes	\$ 105.00	\$ 105.00		per item	No
Corporate	Libraries	Printout from microfilm printer		Yes	\$ 0.50	\$ 0.50		per page	No
Corporate	Libraries	Replacement of lost or damaged cards		Yes	\$ 2.50	\$ 2.50		per card	No
Corporate	Libraries	Request for items not in stock and obtained by inter library loan		Yes	As charged by supplier			per item	No
Corporate	Libraries	Postage charges for inter library loan		Yes	As charged by supplier			per item	No
Corporate	Libraries	Inter library loan strap/barcode		Yes	\$ 3.30	\$ 3.30		per item	No
Corporate	Libraries	Requests for photocopies not in stock and obtained on inter library loan		Yes	As charged by supplier			per item	No
Corporate	Libraries	Research fee		Yes	\$ 10.00	\$ 15.00	\$5.00	per half hour	No
Corporate	Libraries	Telephone - local phone call only		Yes	\$ 0.50	\$ 0.50		per local call	No
Corporate	Libraries	Faxes (Australia only)		Yes	\$ 4.00	\$ 4.00		first page	No
Corporate	Libraries	Faxes (Australia only)		Yes	\$ 1.00	\$ 1.00		additional pages	No
Corporate	Libraries	Programs and activities		Yes	Cost recovery basis			per attendee	No
Corporate	Libraries	Playaways	Earphones	Yes	\$ 1.00	\$ 3.00	\$2.00	per set	No
Corporate	Libraries	Playaways	Battery cover	Yes	\$ 2.50	\$ 2.50		per item	No
Corporate	Libraries	USB stick		Yes	\$ 8.00	\$ 8.50		per item	No

## 21 Appendix B: Budget processes

This section lists the budget processes to be undertaken in order to adopt the Budget in accordance with the *Local Government Act 1989* (the Act) and *Local Government (Planning and Reporting) Regulations 2014* (the Regulations).

Under the Act, Council is required to prepare and adopt an annual budget for each financial year. The budget is required to include certain information about the rates and charges that Council intends to levy as well as a range of other information required by the Regulations which support the Act.

The 2017/18 budget, which is included in this report, is for the year 1 July 2017 to 30 June 2018 and is prepared in accordance with the Act and Regulations. The budget includes financial statements being a Comprehensive Income Statement, Balance Sheet, Statement of Changes in Equity, Statement of Cash Flows and Statement of Capital Works. These statements have been prepared for the year ending 30 June 2017 in accordance with the Act and Regulations, and consistent with the annual financial statements which are prepared in accordance with Australian Accounting Standards and the Local Government Model Accounts. The budget also includes information about the rates and charges to be levied, the capital works program to be undertaken, the human resources required, and other financial information Council requires in order to make an informed decision about the adoption of the budget.

A 'proposed' budget is prepared in accordance with the Act and submitted to Council in May for approval 'in principle'. Council is then required to give 'public notice' that it intends to 'adopt' the budget. It must give 28 days-notice of its intention to adopt the proposed budget and make the budget available for inspection at its offices and on its web site. A person has a right to make a submission on any proposal contained in the budget and any submission must be considered before adoption of the budget by Council.

With the introduction of the State Governments Rate Capping legislation in 2015 Councils are now unable to determine the level of rate increase and instead must use a maximum rate increase determined by the Minister for Local Government which is announced in December for application in the following financial year.

If a Council wishes to seek a rate increase above the maximum allowable it must submit a rate variation submission to the Essential Services Commission (ESC). The ESC will determine whether the rate increase variation submission has been successful by 31 May. In many cases this will require Councils to undertake 'public notice' on two separate proposed budgets simultaneously, i.e. the Ministers maximum rate increase and the Council's required rate increase.

The final step is for Council to adopt the budget after receiving and considering any submissions from interested parties. The budget is required to be adopted by 30 June and a copy submitted to the Minister within 28 days after adoption. The key dates for the budget process are summarised below:

Budget Process	Timing
1. Minister of Local Government announces maximum rate increase	Dec
2. Officers update Council's long term financial projections	
3. Council to advise ESC if it intends to make a rate variation submission	Jan/Feb
4. Council submits formal rate variation submission to ESC	Mar
5. Proposed budget(s) submitted to Council for approval	Apr/May
6. ESC advises whether rate variation submission is successful	May



Budget Process	Timing
7. Public notice advising intention to adopt budget	May
8. Budget available for public inspection and comment	May
9. Public submission process undertaken	May/Jun
10. Submissions period closes (28 days)	Jun
11. Submissions considered by Council/Committee	Jun
12. Budget and submissions presented to Council for adoption	Jun
13. Copy of adopted budget submitted to the Minister	Jul
14. Revised budget where a material change has arisen	

**End of Alpine Shire Council Budget Report**



**SPECIAL RATE  
AREA**

Dinner Plain

File Number: M001

Author: bh

Date: 25/06/2009

Phone Number:

File Location: 84

**LEGEND**

Special Rate area



While every care is taken by Alpine Shire Council Land Victoria and the Department of Sustainability and Environment to ensure the accuracy of this data, Alpine Shire Council, Land Victoria and the Department of Sustainability and Environment jointly and severally make no representations or warranties about its accuracy, reliability, completeness or suitability for any particular purpose and disclaim all responsibility and all liability (including without limitation, liability in negligence) for all expenses, losses, damages (including indirect or consequential damage) and costs which may be incurred as a result of data being inaccurate or incomplete in any way and for any reason.

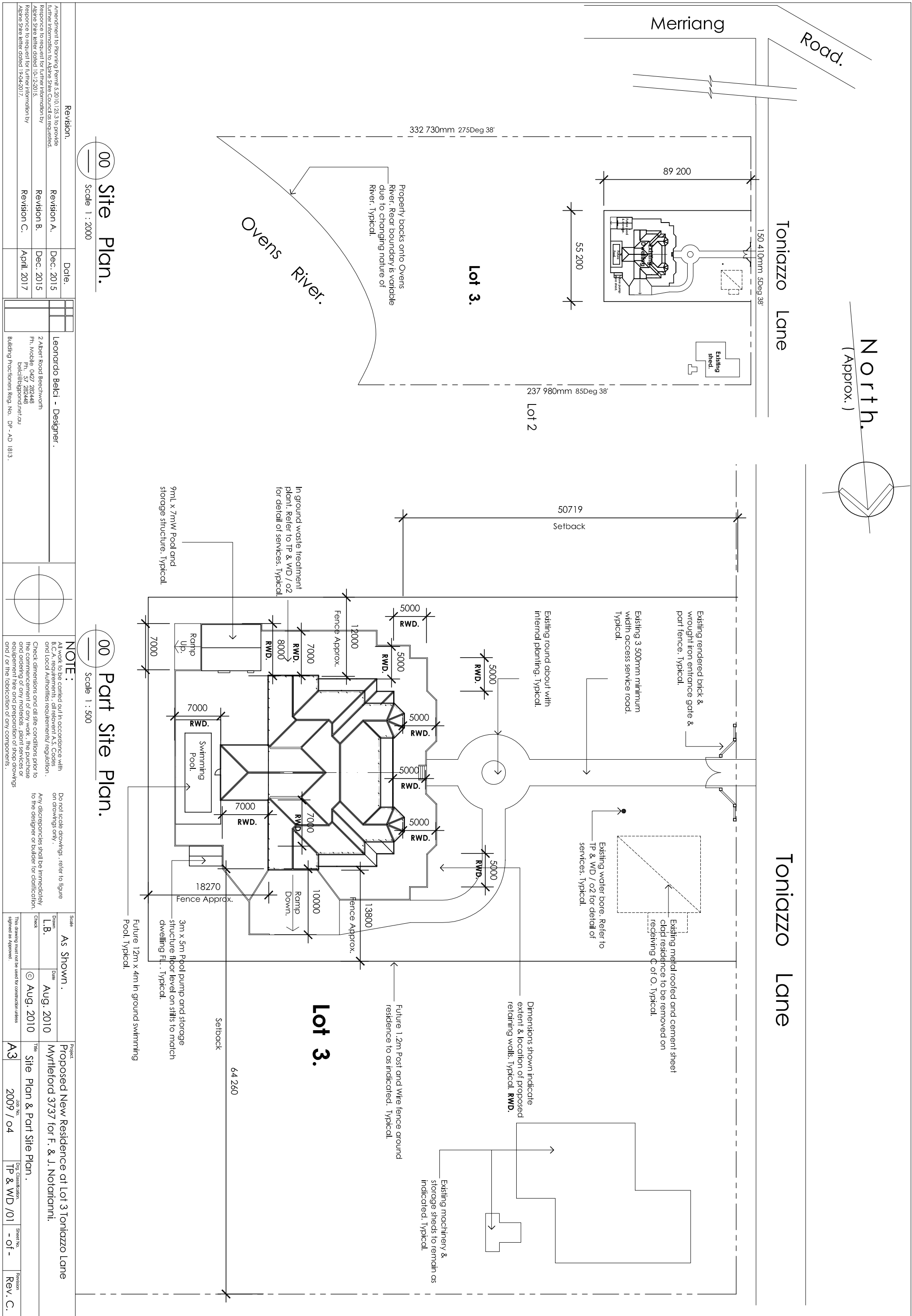
Based on Data provided with the permission of Land Victoria and the Department of Sustainability and Environment.

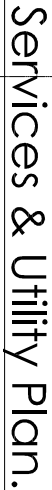
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ALPINE SHIRE







Revised to comply with Building Permit # 2010-125-3 to provide further information to Alpine Shire Council as requested	Revision A.	Dec. 2015				
Response to request for further information by Alpine Shire letter dated 10/12/2015	Revision B.	Dec. 2015				
Response to request for further information by Alpine Shire letter dated 19/04/2017	Revision C.	April 2017				
<b>Leonardo Belci - Designer .</b> 2 Albert Road Beechworth Ph. Mobile 0427 282448 Fax 57 282448 belci@bigpond.net.au Building Practitioner Reg. No. DP - AD 1813.						

**NOTE :**

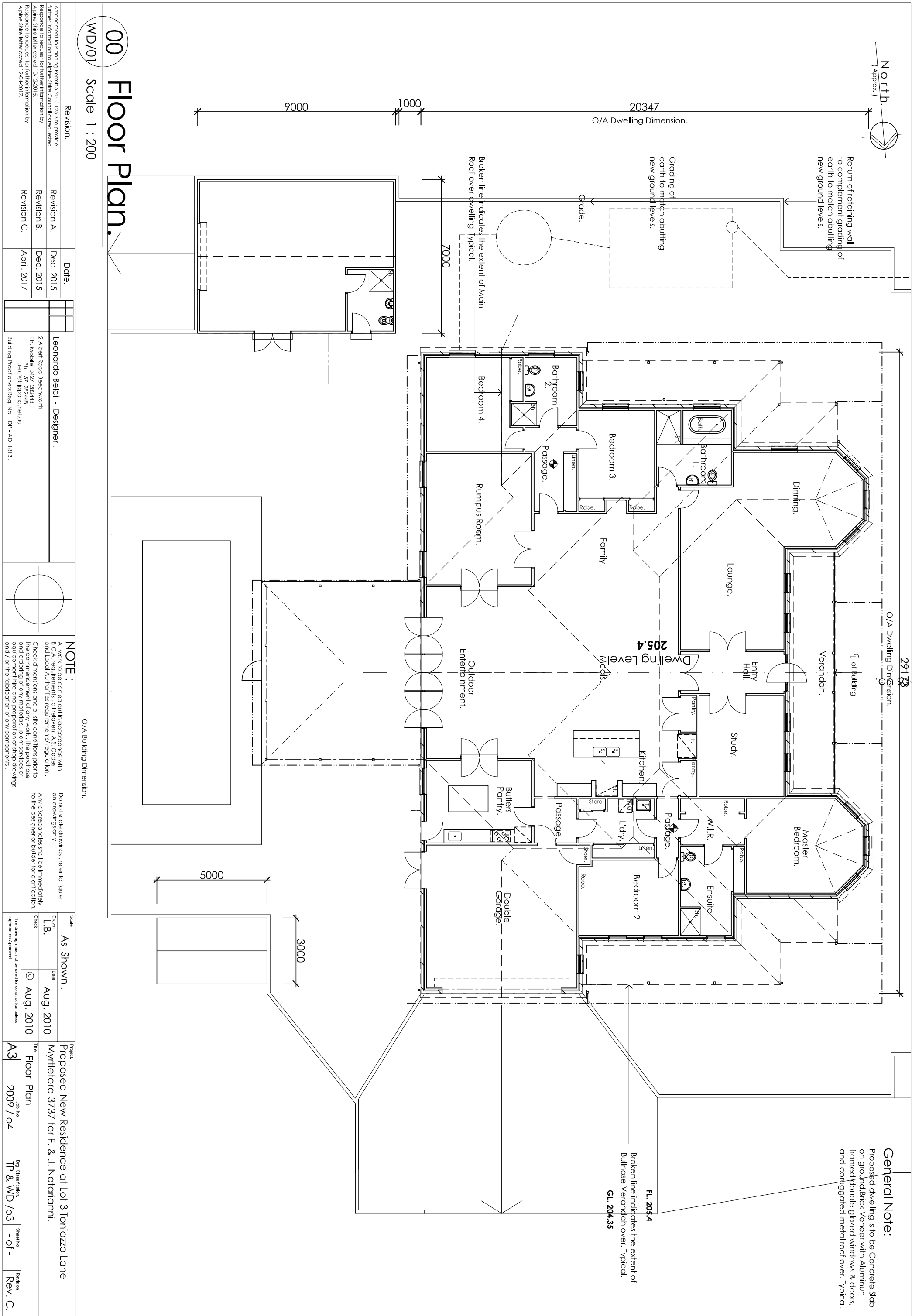
All work to be carried out in accordance with B.C.A. requirements, all relevant A.S. Codes and local Authorities requirements / regulation .

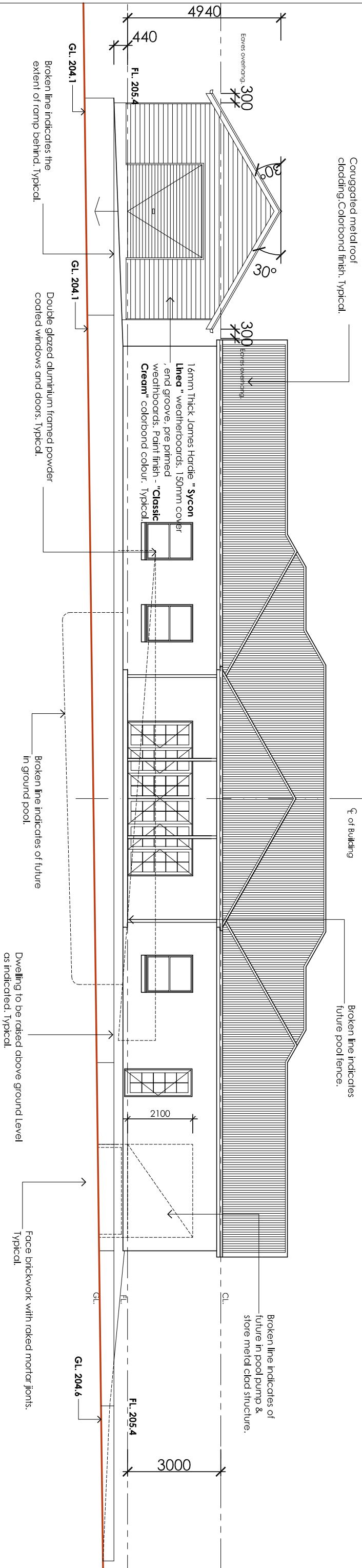
Check dimensions and all site conditions prior to the commencement of any work . the purchase of equipment and preparation of shop drawings and / or the fabrication of any components.

Do not scale drawings , refer to figure on drawings only .

Any discrepancies shall be immediately to the designer or builder for clarification.

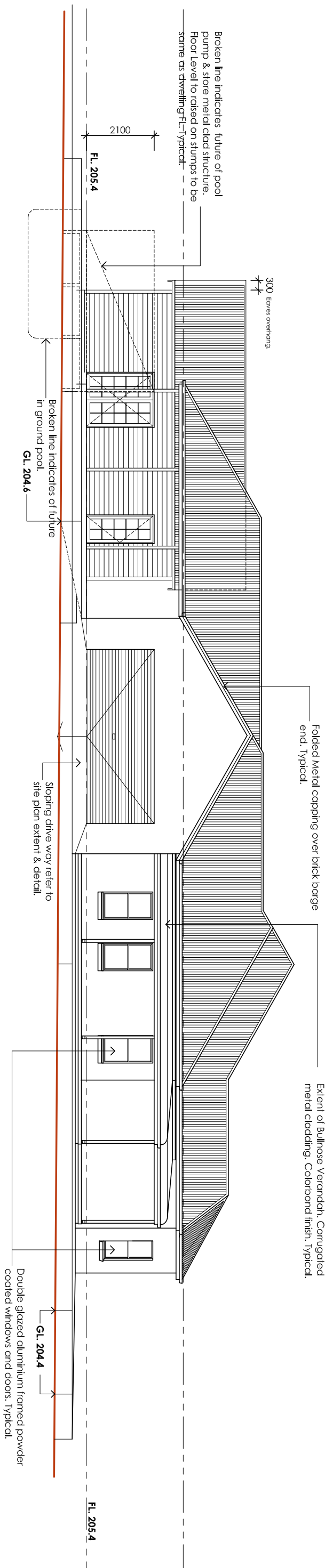
<b>As Shown .</b>		Scale
Drawn L.B.	Date Aug. 2010	
Checked C	Aug. 2010	
This drawing must not be used for construction unless signed as Approved .		
Project <b>Proposed New Residence at Lot 3 Tonizzzo Lane Myrtleford 3737 for F. &amp; J. Notidanni.</b>	Title <b>Services &amp; Utility Plan.</b>	
Job No. <b>2009 / 04</b>	Draw. Classification <b>TP &amp; WD /02</b>	Revision <b>Rev. C.</b>
	Sheet No. <b>- of -</b>	





00 East Elevation.

WD/02 Scale 1 : 125



00 North Elevation.


WD/02) Scale 1 : 125

<b>Revision.</b>		<b>Date.</b>
Amendment to Planning Permit S.20(1), 12.3, to provide further information to Alpine Shire Council as requested.	<b>Revision A.</b>	<b>Dec. 2015</b>
Response to request for further information by Alpine Shire letter dated 10/12/2015.	<b>Revision B.</b>	<b>Dec. 2015</b>
Client request external cladding & minor pool amendments to - Pool Storage structure.	<b>Revision C.</b>	<b>Dec. 2015</b>
Response to request for further information by Alpine Shire letter dated 19-04-2017.	<b>Revision D.</b>	<b>April 2017</b>

<b>Leonardo Belci - Designer .</b>  2 Albert Road Beechworth Ph. Mobile 0427 283248 Ph. 57 282248 belci@dbjpond.net.au	Building Practitioners Reg No. DP - AD 1813.



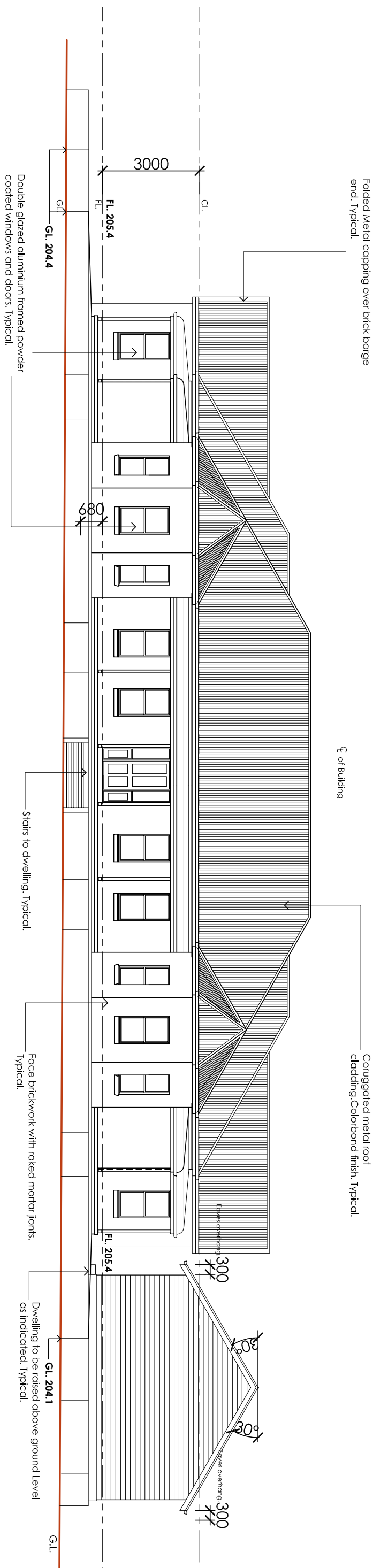
<b>NOTE:</b>	
All work to be carried out in accordance with BCA requirements, all relevant A.S. Codes and local Authorities requirements/ regulation .	Do not scale drawings - refer to figure on drawings only -
Check dimensions and all site conditions prior to the commencement of any work , the purchase and ordering of any materials , plant services or equipment hire and preparation of shop drawings and / or the fabrication of any components .	Any discrepancies shall be immediately to the designer or builder for clarification.

<b>As Shown .</b>		<b>Scale</b>
<b>Drawn</b>	<b>Date</b>	
<b>L.B.</b>	<b>Aug. 2010</b>	
<b>Check</b>	<b>Ⓢ Aug. 2010</b>	
The drawing must not be used for construction unless signed as approved.		

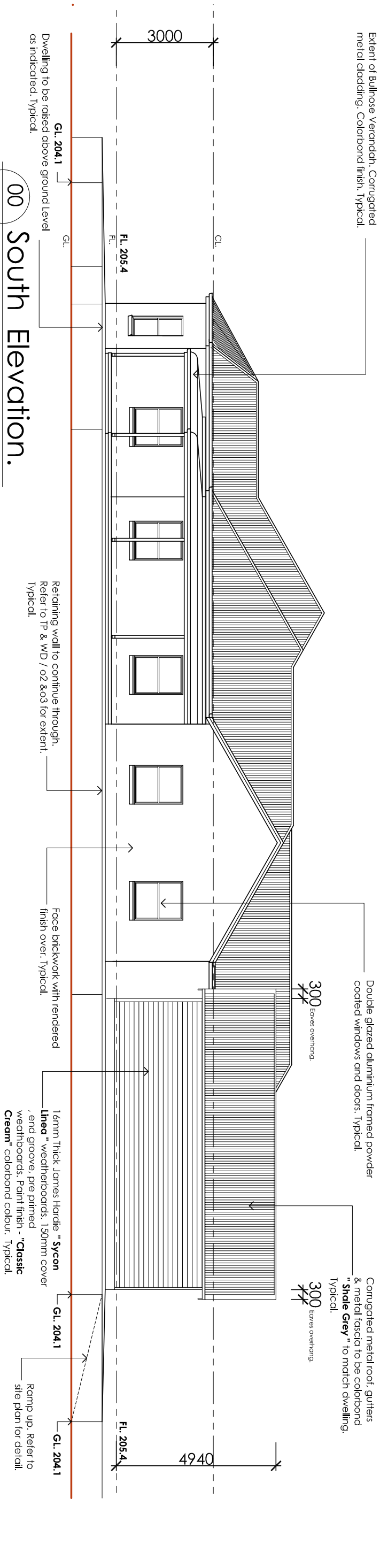
  

<b>Project</b>		<b>Site No.</b>	<b>Eng. Classification</b>	<b>Sheet No.</b>	<b>Revision</b>
<b>Proposed New Residence at Lot 3 Toniazzo Lane Myrtleford 3737 for F. &amp; J. Notarianni.</b>					
<b>East &amp; North Elevations.</b>					
<b>Job No.</b>	<b>TP &amp; WD / o5</b>	<b>- of -</b>	<b>Rev. D.</b>		
<b>A3</b>	<b>2009 / o4</b>				



00 West Elevation.

WD/02 Scale 1 : 125



00 South Elevation.

WD/02 Scale 1 : 125

[illegible]





**NORTH EAST  
CATCHMENT  
MANAGEMENT  
AUTHORITY**

P.O Box 616

Wodonga VIC 3689

Ph: 1300 216 513

Fax: 02 6043 7601

Website: [www.necma.vic.gov.au](http://www.necma.vic.gov.au)

Email: [necma@necma.vic.gov.au](mailto:necma@necma.vic.gov.au)

ABN 53 229 361 440

CMA Reference No. : F-2010-0169  
Document No. : 3  
Council Application No. : 10.125

Date : 5 October 2015

Mr Simon Maughan  
Alpine Shire Council  
PO Box 139  
BRIGHT VIC 3741

Dear Simon,

Council Application No. : 5.2010.125.1 / 5.2010.125.2  
Section : 55 (*Planning and Environment Act 1987*)  
Proposed Development Location :  
    Street : 72 Toniazzo Lane  
    Cadastral : Lot 3, LP82909, Parish of Myrtleford

I refer to your correspondence dated 28 August 2015, received at the North East Catchment Management Authority (the Authority) on 28 August 2015 in accordance with the provisions of *Section 55* of the *Planning and Environment Act 1987*.

The North East CMA is a statutory recommending referral Authority for floodplain management under *Section 55* of the *Planning and Environment Act 1987*.

Below is the Authority's understanding of the application:

The applicants, Frank and Jacqueline Notarianni  
of 5 Queen Street  
Myrtleford, VIC, 3737

propose the following;

Proposed Development Type: Amendment to existing permit  
Proposed Development Description: Replacement dwelling, shed, fencing, concrete driveway and associated earthworks.

on the abovementioned proposed development location.

The Authority's assessment of the above information has determined that the proposed development location is covered by the following Zones and Overlays in the Alpine Planning Scheme:

Zone(s): FZ – Farming Zone  
Overlay(s): LSIO – Land Subject To Inundation Overlay  
FO – Floodway Overlay (proposed)

Under section 56(3) the North East CMA gives the following comments on the application:

Flood levels for the 1% AEP (100 year ARI) flood event have not been designated or declared for this area under the *Water Act 1989*. The Authority's best estimate of the 1% AEP flood level at the dwelling location is

RL 205.0 metres AHD which was obtained from Myrtleford Flood Study Report. Higher flood levels apply in the eastern part of the property.

Consequently the Authority advises that in the event of a 1% AEP flood event it is likely the majority of the property would be subject to inundation from the Ovens River.

The Authority notes that this is an application to amend an existing permit issued in 2010 (Planning Permit 5.2010.125.2). The Authority has previously imposed conditions:

1. The finished floor level of the dwelling should be at least 205.3 m AHD.
2. The existing dwelling should be demolished or removed from the floodplain within 3 months after the issue of occupancy permit.

The amended application seeks retrospective approval for works constructed to date, and future works proposed. The Authority provides comment as below in relation to both the retrospective and proposed works components, adopting item numbering based on the applicant's submission.

#### ITEMS 1 and 4:

**ITEM 1 (retrospective) – Relocate fill from rear of property in order to raise slab area of proposed dwelling to meet municipal specification of FFL 205.3 m and taper fill down from perimeter of house to the driveway and surrounding levels.**

**ITEM 4 (retrospective) – Bring 100m<sup>2</sup> fill to waterway area to erect motorcross jumps for recreational purposes and relocate this fill to dwelling slab prior construction.**

- The Authority acknowledges that limited filling of the site to provide for an appropriately elevated floor level was proposed in the application submitted in 2010. The Authority consented to such filling based on drawings submitted by the applicant which indicated filling tapering off to match pre-works levels in immediate proximity to the dwelling.
- Site survey information submitted in support of the current application to amend the permit shows that filling (relative to 2010 LiDAR) extends:
  - more than 25 m to the south of the dwelling
  - approximately 17 m to the east of the dwelling
  - more than 27 m to the west of the dwelling, with additional extension westward to Toniazzo Lane along the driveway
  - more than 50 m to the north of the dwelling
- The extent of fill as placed on the site significantly exceeds that required to provide an elevated building platform.
- The Authority accepts that the majority of the fill placement within the site has been sourced from a borrow location in proximity to the Ovens River and below flood level and thus the impact on floodplain storage capacity is largely mitigated.
- The Authority does not support the extensive placement of fill around the dwelling site given the potential impact on the passage and distribution of flood waters and potential impact on adjacent properties.
- **Accordingly the Authority imposes a condition requiring removal of fill in excess of that required to elevate the immediate dwelling environs.**

#### ITEMS 2 and 5:

**ITEM 2 (retrospective) – Bring 40m<sup>2</sup> of road base onto property for existing driveway access.**

**ITEM 5 – Construct a concrete driveway 3.5m wide from front of property directly to a roundabout at front door of dwelling and follow to garage of dwelling. Driveway height to fall from garage FFL to front pathway height and continue to fall from path height to Toniazzo Ln road height at entry.**

- The original application did not include any proposal to elevate surface levels along the driveway between Toniazzo Lane and the dwelling. The Authority does not support raising of levels in this area given the potential impact on the distribution of flood waters and potential impact on adjacent properties.
- **Accordingly the Authority imposes a condition requiring that the proposed driveway be constructed to a finished surface level no more than 100 mm above pre-works surface level along the alignment from Toniazzo Lane to the dwelling. This may be varied only in immediate proximity to the dwelling where the**

driveway may ramp up to match the floor level of the garage (assumed to be 50 mm below dwelling floor level i.e. garage floor level RL 205.43 m AHD).

### **ITEMS 3 and 7:**

**ITEM 3 (retrospective) – Construct brick entry fence including 6 piers, 4 plinths, four iron panels and gate to front entry of dwelling including concrete footings.**

**ITEM 7 – Erect PVC post and rail fencing across full frontage of property and post, picket and wire rural farm fencing around house and property including gates**

- The Authority does not object to open style fencing (post and rail and wire farm fencing) subject to conditions.
- The Authority does not object to the construction of brick piers and low walls at the driveway entrance (consistent with application attachments 3a, 3b and 3c). These isolated works are unlikely to detrimentally impact on flow distribution or passage of floodwaters.

**ITEM 6 – Construct a domestic colorbond shed near dwelling at FFL of house. Bring in required amount of fill to raise ground level up to dwelling FFL for shed concrete slab and across to swimming pool and pump shed area.**

- The Authority does not object to the proposed construction of a barn style shed (12 m x 8 m) adjacent the north-eastern corner of the dwelling.
- Site survey provided by the applicant shows existing surface levels varying RL 204.6-205.0 m AHD within the proposed shed footprint. Adoption of a shed floor level matching that of the dwelling (FFL RL 205.48 m AHD) would require the placement of up to an additional 1 m depth (approx.) of fill within the shed footprint.
- The Authority does not require domestic sheds to have an elevated floor level and thus would not impose such a condition. The Authority does however recognize that the shed floor level will need to be consistent with the level of the proposed concrete apron between the dwelling and the shed and will therefore consent to a shed floor level matching but not exceeding the floor level of the existing garage (within the dwelling).
- To ensure that fill placement does not extend beyond the footprint of the shed, fill placement required to achieve this floor level must be retained by an appropriate retaining wall constructed on the line of the exterior wall of the shed.
- The Authority does not support additional filling to support non-habitable works (swimming pool and pump shed). Accordingly these works should be constructed at a level consistent with that required by conditions imposed by the Authority limiting the extent of filling beyond the dwelling footprint.
- **Conditions consistent with the above are imposed by the Authority.**

**ITEM 8 – Extend septic system effluent lines to include 2 additional 25m lines.**

- The Authority does not object to installation of sub-surface effluent lines subject to the works resulting in no change in finished surface level and Council ensuring that the proposed works area compliant with the EPA Victoria's *Code of Practice Onsite Wastewater Management*, Publication number 891.3 February 2013.

**ITEM 9 – Extend demolition / removal of old existing house on property for a period of two years. Upon removal of existing house, bring fill into property in order to raise hole under house to ground level.**

- Removal of the old dwelling on the site, was a condition of the previous approval.
- **The original permit required demolition of the dwelling within 3 months of certificate of occupancy the applicant is currently in breach of the condition. This should be enforced by Council and the Authority would not support any further extension.**
- Demolition of the existing dwelling should not result in any importation of fill or modification to existing surface levels within or adjacent to the dwelling footprint. As to the placement of fill (quantity not specified) to fill the hole beneath the existing dwelling, the Authority does not support this based on the details of the application.

**ITEM 10 – Bring in 20m<sup>2</sup> of top soil to erect garden beds at front entry gate.**

- The Authority does not object to limited landscaping consistent with typical domestic use however works should be limited to ensure that finished surface levels are no more than 100 mm above pre-works level.

In the light of the information provided and pursuant to **Section 56 (1b)** of the *Planning and Environment Act 1987*, the North East CMA **does not object** to the granting of an amended permit subject to the **following conditions being included on the permit**:

1. Excess fill material, lying beyond the limits described below, shall be removed from the site and disposed of in an area not subject to flooding as demarcated by existing and proposed flood overlays (FO and LSIO) and at a location approved by Alpine Shire. Beyond the limits described below surface level shall be restored to pre-works surface level existing prior to filling of the site as represented by 2010 LiDAR information as shown on Esler and Associates Drawing 00062544 Rev A (dated July 2013 but showing survey date 22/6/15).
  - a. Filling to provide an elevated building platform for the dwelling shall be limited to an elevation no higher than RL 205.2 m AHD.
  - b. Fill to the maximum elevation of RL 205.2 m AHD shall extend no more than 2 m beyond the exterior walls of the dwelling (or verandah where applicable).
  - c. At or within 2 m from the exterior walls of the dwelling (or verandah where applicable) fill placement shall commence to batter (slope) down to intersect to pre-works surface level.
  - d. Intersection with pre-works surface level shall be reached within a total distance of 7 m from the exterior walls of the dwelling (or verandah where applicable).
2. The driveway between Toniazzo Lane and the dwelling shall be constructed along the alignment shown on application attachment 5a.
3. The driveway between Toniazzo Lane and the dwelling shall be constructed to a level no more than 100 mm above the pre-works surface level existing prior to filling of the site as represented by 2010 LiDAR information as shown on Esler and Associates Drawing 00062544 Rev A (dated July 2013 but showing survey date 22/6/15).
4. The concrete apron (8 m x 8 m) adjacent to the garage entrance may be constructed to a level no higher than the finished floor level of the garage.
5. The level of the driveway may be locally increased (from 100 mm above ground level to the level of the concrete apron) within a distance of no more than 10 m from the western edge of the concrete apron.
6. Filling associated with this elevated driveway and apron must be retained by an appropriate vertical retaining wall coincident with the northern edge of the driveway / apron such that the level to the north of the driveway / apron matches the pre-works surface level existing prior to filling of the site.
7. Any fencing on the property must be of an open style that would permit water to pass through freely, for example post and rail, open style pool fencing or post and wire farm fencing (no ringlock/hinge-joint).
8. No solid, chain or fine mesh type fence shall be constructed on the property.
9. The proposed barn style shed (8mx12m) shall be constructed in the location shown on application attachment 6b and with a floor level no higher than the floor level of the adjacent garage.
10. Fill placement to achieve floor levels for the barn style shed must be retained by an appropriate vertical retaining wall coincident with the northern and eastern walls of the shed such that the level to the north and east of the shed matches the pre-works surface level existing prior to filling of the site.
11. No fill shall be imported to, or placed within, the footprint or adjacent areas of the site of the existing dwelling (to be demolished).
12. Landscaping / gardening shall result in no increase in level greater than 100 mm above approved surface level and shall ensure that paths, raised mounds etc do not obstruct flow paths or impede drainage to or from the property.
13. The existing (historic) dwelling on the property is to be demolished immediately due to non-compliance with Planning Permit 5.2010.125.2.
14. No further earthworks, which may alter or impede floodwaters or drainage on the site, are to be undertaken on the property unless a planning permit has been issued for those works.

Under Section 56(3A) the referral Authority must give to the applicant, without delay, a copy of any decision and comments it gives to the responsible authority in respect of the application. Accordingly a copy of this correspondence is provided to the applicant, based on the details provided.

In accordance with Sections 64 to 66, please provide a copy of the outcome of this proposal to the Authority for our records.

It is requested that, in accordance with Section 75A of the Planning and Environment Act, the Authority is provided with a copy if a decision is made to amend the planning permit in the future.

Should you have any queries, please do not hesitate to contact Tim Loffler on 02 6043 7600. To assist the Authority in handling any enquiries please quote **F-2010-0169** in your correspondence with us.

Yours sincerely,



**Natalie Dando**  
**Acting Manager Land Water and Biodiversity**

cc: Frank and Jacqueline Notarianni, 5 Queen Street, Myrtleford, VIC, 3737

**Definitions and Disclaimers**

1. The area referred to in this letter as the 'proposed development location' is the land parcel(s) that, according to the Authority's assessment, most closely represent(s) the location identified by the applicant. The identification of the 'proposed development location' on the Authority's GIS has been done in good faith and in accordance with the information given to the Authority by the applicant(s) and/or the Alpine Shire.
2. While every endeavour has been made by the Authority to identify the proposed development location on its GIS using VicMap Parcel and Address data, the Authority accepts no responsibility for or makes no warranty with regard to the accuracy or naming of this proposed development location according to its official land title description.
3. **AEP** – Annual Exceedance Probability – is the likelihood of occurrence of a flood of given size or larger occurring in any one year. AEP is expressed as a percentage (%) risk and may be expressed as the reciprocal of ARI (Average Recurrence Interval).  
  
Please note that the 1% probability flood is not the probable maximum flood (PMF). There is always a possibility that a flood larger in height and extent than the 1% probability flood may occur in the future.
4. **ARI** – Average Recurrence Interval – is the likelihood of occurrence, expressed in terms of the long-term average number of years, between flood events as large as or larger than the design flood event. For example, floods with a discharge as large as, or larger than the 100 year ARI flood will occur on average once every 100 years.
5. **AHD** – Australian Height Datum – is the adopted national height datum that generally relates to height above mean sea level. Elevation is in metres.
6. No warranty is made as to the accuracy or liability of any studies, estimates, calculations, opinions, conclusions, recommendations (which may change without notice) or other information contained in this letter and, to the maximum extent permitted by law, the Authority disclaims all liability and responsibility for any direct or indirect loss or damage which may be suffered by any recipient or other person through relying on anything contained in or omitted from this letter.
7. This letter has been prepared for the sole use by the party to whom it is addressed and no responsibility is accepted by the Authority with regard to any third party use of the whole or of any part of its contents. Neither the whole nor any part of this letter or any reference thereto may be included in any document, circular or statement without the Authority's written approval of the form and context in which it would appear.
8. The flood information provided represents the best estimates based on currently available information. This information is subject to change as new information becomes available and as further studies are carried out.



# **NORTH EAST CATCHMENT MANAGEMENT AUTHORITY**

P.O Box 616

Wodonga VIC 3689

Ph: 1300 216 513

Fax: 02 6043 7601

Website: [www.necma.vic.gov.au](http://www.necma.vic.gov.au)Email: [necma@necma.vic.gov.au](mailto:necma@necma.vic.gov.au)

ABN 53 229 361 440

CMA Reference No. : F-2010-0169  
 Document No. : 4  
 Council Application No. : 10.125

Date : 15 February 2016

Simon Maughan  
 Alpine Shire Council  
 PO Box 139  
 BRIGHT VIC 3741

Dear Simon,

Council Application No. : 10.125  
 Section : 55 (*Planning and Environment Act 1987*)  
 Proposed Development Location :  
     Street : 72 Toniazzo Lane, Myrtleford  
     Cadastral : Lot 3, LP82909, Parish of Myrtleford

I refer to your correspondence dated 8 January 2016, received at the North East Catchment Management Authority (the Authority) on 8 January 2016 in accordance with the provisions of *Section 55* of the *Planning and Environment Act 1987*.

The North East CMA is a statutory recommending referral Authority for floodplain management under *Section 55* of the *Planning and Environment Act 1987*.

Below is the Authority's understanding of the application:

The applicant(s), Frank and Jacqueline Notarianni  
 of 5 Queen Street  
 Myrtleford, VIC, 3736  
 representing landowner Frank and Jacqueline Notarianni

proposes the following:

**Proposed Development Type:** Dwelling(s) Only  
**Proposed Development Description:** Replacement Dwelling. Existing dwelling to be removed once new dwelling is constructed.

on the abovementioned proposed development location.

The Authority's assessment of the above information has determined that the proposed development location is covered by the following Zones and Overlays in the ALPINE Planning Scheme

**Zone(s):** FZ – Farming Zone  
**Overlay(s):** LSIO – Land Subject To Inundation Overlay  
 FO – Floodway Overlay (proposed)

Under section 56(3) the North East CMA gives the following comments on the application:

Flood levels for the 1% AEP (100 year ARI) flood event have not been designated or declared for this area under the *Water Act 1989*. The Authority's best estimate of the 1% AEP flood level for the location described above is RL 205 metres AHD which was obtained from Myrtleford Flood Study Report.



Consequently the Authority advises that in the event of a 1% AEP flood event it is likely the majority of the property would be subject to inundation from the Ovens River.

The Authority has reviewed the amended application as received 8 January 2016 which follows a meeting facilitated by Alpine Shire on 17 November 2015. The amended application also addresses a request from Alpine Shire (10 December 2015) for additional information in relation to the proposed works.

The Authority has previously (5 October 2015) provided conditional consent to a retrospective application for works undertaken at the site between 2010 and 2015. This conditional approval required modification of some elements of the works, specifically the removal of fill from portions of the site. The works as proposed by the amended application of 8 January 2016 partially satisfy the Authority's previous conditions and attempt to address concerns raised by neighbouring landholders. The Authority provides comments as below in relation to the works as proposed by the amended application of 8 January 2016.

#### Filling in proximity to the dwelling

- Condition 1 imposed by the Authority (5 October 2015) required removal of fill material from land more than 7 m from the exterior walls of the dwelling (or verandah where applicable), envisaging a slope between the dwelling fill pad and surrounding ground level. The amended application proposes the construction of a retaining wall with top level RL 205.1 m AHD generally at a 7 m offset from the dwelling (lesser offset on south side, greater offset on east side). While the Authority does not object to the retaining wall proposal, the Authority requires that the offset from the dwelling be reduced to 5 m on the north and west sides such that the volume of filling below the estimated 1% AEP flood level (RL 205.0 m AHD) is equal to that resulting from a slope terminating at 7 m from the dwelling.
- The Authority re-iterates that existing fill material beyond the retaining wall (at 5 m offset from the dwelling) must be restored to the pre-works level as represented by 2010 LiDAR previously provided to Alpine Shire and the Applicant. For this purpose, the Authority requires finished surface levels as follows:
  - North elevation : RL 204.4 m AHD at north-west corner to RL 204.6 m AHD at north-east corner
  - East elevation : RL 204.6 m AHD at north-east corner to RL 204.1 m AHD at south-east corner
  - South elevation : RL 204.1 m AHD at south-east corner to RL 204.1 m AHD at south-west corner
  - West elevation : RL 204.1 m AHD at south-west corner to RL 204.4 m AHD at north-west corner

These levels around the perimeter of the proposed retaining wall, based on 2010 LiDAR, are lower than the ground levels proposed by the Applicant's elevation drawings (TP&WD / 04 and TP&WD / 05 Rev C, Dec 2015).
- Comparison between LiDAR and survey information provided by the applicant indicates that filling of the site covers land extending:
  - 15 m to the north of the dwelling
  - 20 m to the east of the dwelling (based on the eastern wall of the dwelling excluding the under-cover outdoor area)
  - 16 m to the south of the dwelling
  - 22 m to the west of the dwelling

Accordingly the Authority requires that surface levels grade uniformly from the retaining wall toe (as above) to the following levels at the above stated offsets:

- North elevation : RL 204.2 m AHD at north-west corner to RL 204.8 m AHD at north-east corner
- East elevation : RL 204.8 m AHD at north-east corner to RL 204.0 m AHD at south-east corner
- South elevation : RL 204.0 m AHD at south-east corner to RL 204.1 m AHD at south-west corner
- West elevation : RL 204.1 m AHD at south-west corner to RL 204.2 m AHD at north-west corner

#### Driveway construction

- Conditions 2 and 3 imposed by the Authority (5 October 2015) requires that the driveway be constructed to a level no more than 100 mm above pre-works surface level. In the amended application (8 January 2016), Drawing TP&WD / 01 notes in relation to the driveway "Existing 3500 mm width access service road. Typical.", while Drawing TP&WD / 07 provides a long-section along the driveway alignment. This long-section indicates driveway levels varying uniformly between RL 204.19 m AHD at the driveway entrance to RL 204.72 m AHD at the retaining wall adjacent the house. By comparison, pre-works LiDAR shows levels varying RL 204.4 m AHD adjacent Toniazco Lane to RL 204.2 m AHD adjacent the proposed retaining wall. Accordingly the Authority

requires that the level of the driveway be elevated no higher than RL 204.5 m AHD at Toniazza Lane, grading down to RL 204.3 m AHD adjacent the proposed retaining wall.

- The secondary portion of the driveway, between the roundabout and the garage will be required to vary from RL 204.3 m AHD adjacent the roundabout to no higher than RL 204.6 m AHD prior to ramping up (to the north of the garage) to match garage floor level.
- The alignment along which the driveway is shown is acceptable.

#### Pool pump and storage structure

- The amended application (8 January 2016) proposes the construction of a 3 m x 5 m pool pump and storage shed located to the north-east of the dwelling and outside of the proposed retaining wall and constructed on piers with floor level RL 205.4 m AHD. The Authority does not object to these works.

#### Pool bathroom and storage structure

- The amended application (8 January 2016) proposes the construction of a 7 m x 9 m pool bathroom and storage structure located to the south-east of the dwelling and within the proposed retaining wall with floor level RL 205.4 m AHD. The Authority notes that this structure replaces the previously proposed 12 m x 8 m barn style shed located to the north-east of the dwelling. The Authority does not object to these works.

The Authority's response to extension of septic lines, construction of fencing, removal of the existing dwelling and development of garden beds at the front entry gate is unchanged from the response provided on 5 October 2015.

In the light of the information provided with reference to the amended application 8 January 2016, and pursuant to **Section 56 (1b)** of the *Planning and Environment Act 1987*, the North East CMA **does not object** to the granting of a permit subject to the **following conditions being included on the permit**:

1. Amended plans to the satisfaction of the Responsible Authority and the Floodplain Management Authority must be submitted to and approved by the Responsible Authority and the Floodplain Management Authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions and three copies must be provided. The plans must be generally in accordance with the plans submitted with the application or some other specified plans but modified to show:
  - a. The offset from the dwelling (or verandah where applicable) to the surrounding retaining wall reduced to 5 m on the north and west sides of the dwelling.
2. Surface level along the toe of the retaining wall (as modified in accordance with Condition 1) must be restored to the pre-works level, as follows
  - a. North elevation : RL 204.4 m AHD at north-west corner to RL 204.6 m AHD at north-east corner
  - b. East elevation : RL 204.6 m AHD at north-east corner to RL 204.1 m AHD at south-east corner
  - c. South elevation : RL 204.1 m AHD at south-east corner to RL 204.1 m AHD at south-west corner
  - d. West elevation : RL 204.1 m AHD at south-west corner to RL 204.4 m AHD at north-west corner
3. Finished surface levels shall grade uniformly from the retaining wall toe (as above) to the following levels at offsets as below:
  - a. 15 m to the north of the dwelling : RL 204.2 m AHD at north-west corner to RL 204.8 m AHD at north-east corner
  - b. 20 m to the east of the dwelling (based on the eastern wall of the dwelling excluding the under-cover outdoor area) : RL 204.8 m AHD at north-east corner to RL 204.0 m AHD at south-east corner
  - c. 16 m to the south of the dwelling : RL 204.0 m AHD at south-east corner to RL 204.1 m AHD at south-west corner
  - d. 22 m to the west of the dwelling : RL 204.1 m AHD at south-west corner to RL 204.2 m AHD at north-west corner
4. Excess fill material, lying beyond the limits described below, shall be removed from the site and disposed of in an area not subject to flooding as demarcated by existing and proposed flood overlays (FO and LSIO) and at a location approved by Alpine Shire.
5. The driveway between Toniazza Lane and the dwelling shall be constructed along the alignment shown on drawing TP&WD / 01 Rev B.
6. The driveway between Toniazza Lane and the dwelling shall be constructed to a level no more than 100 mm above the pre-works surface level existing prior to filling of the site as represented by 2010 LiDAR information.



Accordingly the Authority requires that the level of the driveway be elevated no higher than RL 204.5 m AHD at Toniazzo Lane, grading down to RL 204.3 m AHD adjacent the proposed retaining wall at the dwelling.

7. The level of the secondary portion of the driveway, between the roundabout and the garage, shall vary from no higher than RL 204.3 m AHD adjacent to the roundabout to no higher than RL 204.6 m AHD prior to ramping up (to the north of the garage) to match garage floor level.
8. Any fencing on the property must be of an open style that would permit water to pass through freely, for example post and rail, open style pool fencing or post and wire farm fencing (no ringlock/hinge-joint).
9. No solid, chain or fine mesh type fence shall be constructed on the property.
10. The proposed pool bathroom / storage shed (7 m x 9 m) shall be constructed in the location and level shown on Drawing TP&WD / 03 (Dec 2015).
11. Fill placement to achieve floor levels for the pool bathroom / storage shed must be retained by an appropriate vertical retaining wall coincident with the northern and eastern walls of the shed such that the level to the north and east of the shed matches the pre-works surface level existing prior to filling of the site.
12. The proposed pool pump / storage shed (3 m x 5 m) shall be constructed in the location and level shown on Drawing TP&WD / 03 (Dec 2015) and constructed on piers without placement of fill.
13. No fill shall be imported to, or placed within, the footprint or adjacent areas of the site of the existing dwelling (to be demolished).
14. Landscaping / gardening shall result in no increase in level greater than 100 mm above approved surface level and shall ensure that paths, raised mounds etc. do not obstruct flow paths or impede drainage to or from the property.
15. The existing (historic) dwelling on the property is to be demolished immediately due to non-compliance with Planning Permit 5.2010.125.2.
16. No further earthworks, which may alter or impede floodwaters or drainage on the site, are to be undertaken on the property unless a planning permit has been issued for those works.

Under Section 56(3A) the referral Authority must give to the applicant, without delay, a copy of any decision and comments it gives to the responsible authority in respect of the application. Accordingly a copy of this correspondence is provided to the applicant, based on the details provided.

In accordance with Sections 64 to 66, please provide a copy of the outcome of this proposal to the Authority for our records.

It is requested that, in accordance with Section 75A of the Planning and Environment Act, the Authority is provided with a copy if a decision is made to amend the planning permit in the future.

Should you have any queries, please do not hesitate to contact Tim Loffler on 02 6043 7600. To assist the Authority in handling any enquiries please quote **F-2010-0169** in your correspondence with us.

Yours sincerely,



**Adam Dyde**  
Executive Manager NRM Delivery

cc: Frank and Jacqueline Notarianni – 5 Queen Street, Myrtleford, VIC, 3736

#### **Definitions and Disclaimers**

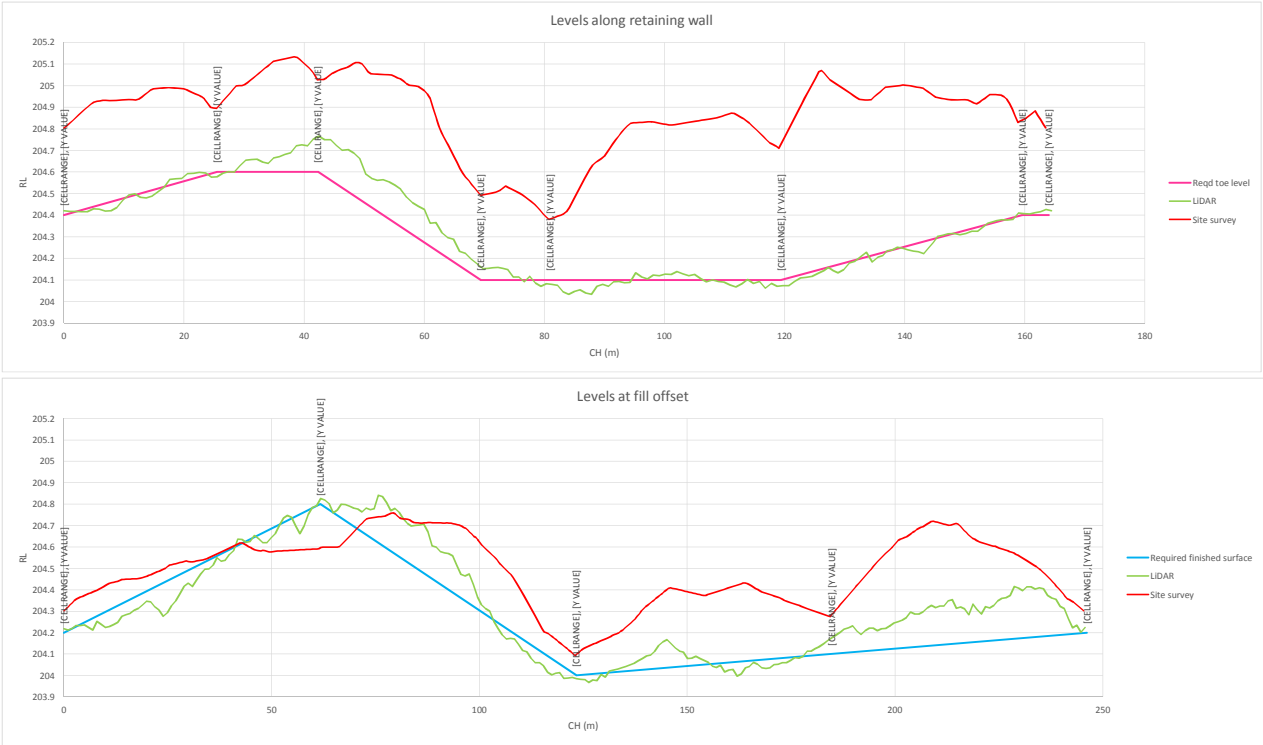
1. The area referred to in this letter as the 'proposed development location' is the land parcel(s) that, according to the Authority's assessment, most closely represent(s) the location identified by the applicant. The identification of the 'proposed development location' on the Authority's GIS has been done in good faith and in accordance with the information given to the Authority by the applicant(s) and/or Alpine Shire.

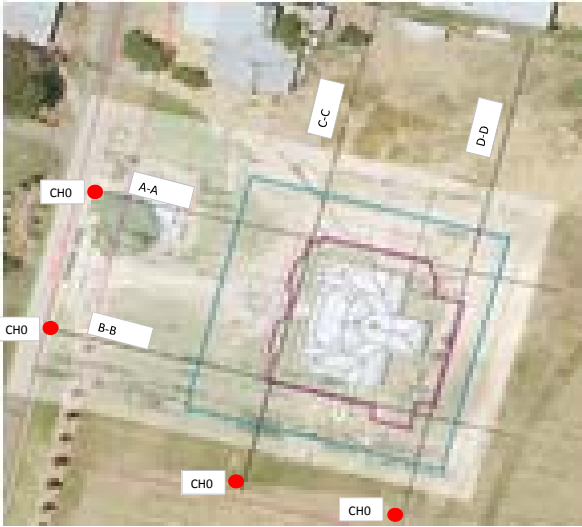
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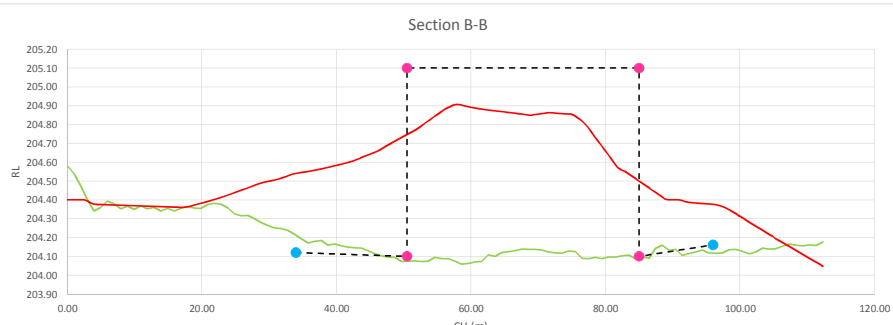
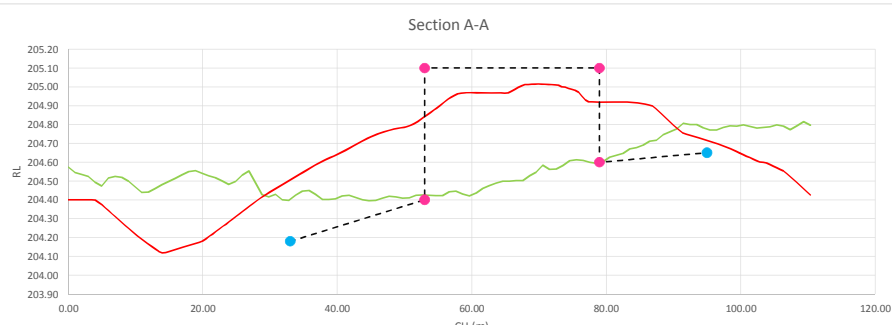
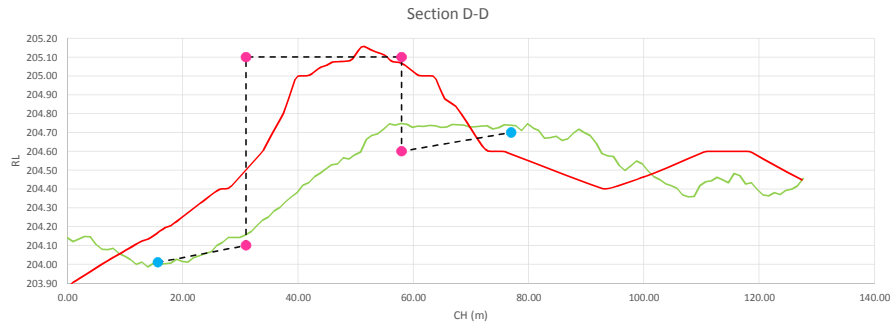
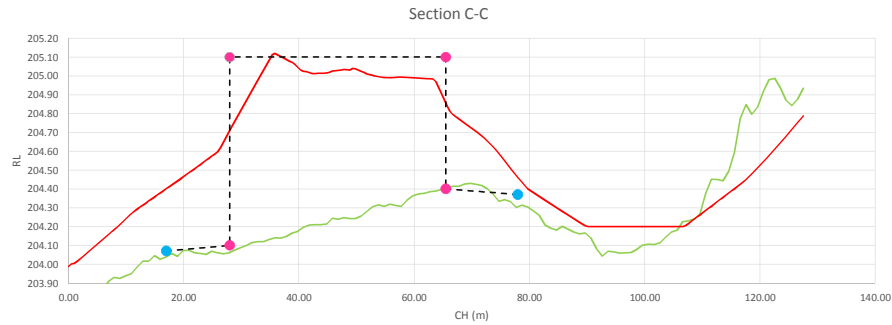
Please note that the 1% probability flood is not the probable maximum flood (PMF). There is always a possibility that a flood larger in height and extent than the 1% probability flood may occur in the future.

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8. The flood information provided represents the best estimates based on currently available information. This information is subject to change as new information becomes available and as further studies are carried out.





**Information requested by Alpine Shire**  
could you please provide us with a comparison of the surveyed levels, LiDAR levels and required remedial levels along the alignment of the proposed retaining walls on each side of the dwelling



# CHARLES MORGAN & ASSOCIATES

## SOLICITORS

ABN 39 094 399 425

Our Ref: CRM:  
Contact: Charles Morgan  
Email: [charles@charlesmorgan.com.au](mailto:charles@charlesmorgan.com.au)  
Your Ref:

**PRINCIPAL**  
**CHARLES MORGAN**  
WORKPLACE RELATIONS ACCREDITED SPECIALIST

**SOLICITORS**  
**MELANIE BARTON**  
**WENDY COUZENS**  
**WENDY MCLAY**

**LAW CLERK**  
**ANDREA MCCORMACK**

4 May 2015

Nick Vlahandreas  
Manager of Planning  
Alpine Shire Council  
Email: [nickv@alpineshire.vic.gov.au](mailto:nickv@alpineshire.vic.gov.au)

Tim Loffler  
Flood Plain Specialist  
N.E.C.M.A.  
Email: [tim.loffler@necma.vic.gov.au](mailto:tim.loffler@necma.vic.gov.au)

Dear Sirs

**Works at 72 Toniazzo Lane, Myrtleford, VIC, 3737**

We are instructed by John, Angelo and Maria Torcaso. Angelo and Maria are the owners of the land at 92 Toniazzo Lane in Myrtleford (**Torcaso land**).

The Torcasos have a concern in relation to works undertaken by their neighbours to the south of their land, Frank and Jacqueline Notarianni, who own the land at 72 Toniazzo Lane (**Notarianni land**).

We have attached a map to this letter, which marks the relevant parcels of land.

You may already be familiar with some of the details of the Torcasos' concerns, as we understand that John Torcaso has spoken with both the Council and the North East Catchment Management Authority ("CMA").

In short, the Torcasos are very concerned that works undertaken to the Notarianni land create increased risks associated with flooding on the Torcaso land.

We will set out the relevant matters in full, for ease of reference.

---

CHARLES MORGAN & ASSOCIATES PTY LTD (TRADING AS CHARLES MORGAN & ASSOCIATES)  
**ALL MAIL CORRESPONDENCE: PO Box 255, MYRTLEFORD VIC 3737**  
164 MYRTLE STREET, MYRTLEFORD, VICTORIA 3737, P: (03) 5752 1280 F: (03) 5752 1286  
105B MURPHY STREET, WANGARATTA, VICTORIA 3677 P: (03) 5722 4681 F: (03) 5721 3196  
18 STANLEY STREET, WODONGA, VICTORIA 3690 P: (02) 6055 7200  
568 KIEWA STREET, ALBURY, NSW 2640 P: (02) 6021 2222



## Subject land and context

- 1 As stated above, the Torcasos own and occupy the Torcaso land, and Frank and Jacqueline Notarianni own and occupy the Notarianni land.
- 2 The Notarianni land is approximately 6 hectares in size.
- 3 Both parcels of land are within the Farming Zone, and covered by a Land Subject to Inundation Overlay ("LSIO").
- 4 Both parcels are located in proximity to the Ovens River, which runs immediately adjacent to the eastern boundaries of both properties.
- 5 Various buildings are located on the parcels of land, as marked on the attached map.

## 2010 planning permit

- 6 In November 2010, the Council issued a permit for the Notarianni land, which allowed:

*Buildings and works for the replacement of an existing dwelling and associated earthworks in accordance with the endorsed plans.*

- 7 The conditions do not describe any specific earthworks (noting that condition 17 does provide for the finished floor level of the *dwelling* to be at least 205.3m AHD).
- 8 The endorsed plans dated 9 November 2010 contain a set of elevations. The west, south and east elevations contain the notation "Dwelling to be raised above ground level as indicated. Typical". They also indicate that the floor level of the dwelling will be 500 mm above the ground level. In terms of the ground level surrounding the dwelling, the elevations indicate:
  - (a) Viewed from the western elevation, there will not be any earthworks.
  - (b) Viewed from the southern elevation, there will be earthworks adjoining the eastern portion of the house, which slope from being approximately 250mm above ground level at the dwelling, down eastwards to ground level, with the slope covering a distance of approximately 6 metres.
  - (c) Viewed from the northern elevation, there will be earthworks adjoining the northern portion of the dwelling adjacent to the garage door, of a height of just under 500mm above ground level. There will also be earthworks adjoining the eastern portion of the house, which slope from being just under 500mm above ground level at the dwelling, down eastwards to ground level, with the slope covering a distance of approximately just under 5 metres.
  - (d) Viewed from the east elevation, there will be earthworks adjoining the northern portion of the dwelling, adjacent to the garage door, which slope from being approximately just under 500mm above ground level adjacent to the garage door, down northwards to ground level, with the slope covering a distance of approximately 4 metres. There will also be earthworks adjoining the eastern portion of the house, which bring the ground



level up to just under 500mm above ground level in the centre of the eastern elevation, but with slopes down to ground level approximately adjacent to the northern and southern boundaries of the house.

9 The earthworks do not appear to be marked on any aerial plan.

10 Further matters are also worthy of comment in relation to the 2010 permit:

- (a) The Torcasos advise us they were not provided with notice of this application prior to the permit being issued.
- (b) The permit is not for use of the dwelling, just development.
- (c) Conditions 2 and 18 of the permit provide that the existing dwelling on site must be removed within 3 months of the new dwelling receiving an Occupancy Permit. The old dwelling currently remains on site, despite the new dwelling having been completed some time ago.
- (d) The permit was issued on 9 November 2010, and condition 19 provided that the permit would expire if the development was not completed within four years of the date of the permit. This means that all works associated with the permit should have been undertaken prior to November 2014.
- (e) Condition 5 provides that the land must be drained to the satisfaction of the Council.

#### **Construction of dwelling and undertaking of earthwork**

- 11 Earthworks began for the new dwelling on the Notarianni land in early 2010, between February and April, but in any event before winter 2010. Earthworks commenced before the planning permit was issued, on 9 November 2010. Cook's Earthmoving and Laser Landforming Pty Ltd moved close to 10,000m<sup>3</sup> of earth. It cost the Notariannis about \$30,000 to build up an extremely large area for the new dwelling to be built on. The earthworks undertaken appear to be much more extensive than those provided for under the permit.
- 12 Furthermore, subsequent to the construction of the dwelling there have also been further earthworks on the Notarianni land. These include not insignificant amounts of soil being placed in the major flood spillage waterway to the north of the new dwelling, which is an area of great concern to the Torcasos, and to the east and west of the new dwelling.
- 13 The more recent works include events as recently as 19 and 20 January 2015, on which respective days 3 double tipper loads of soil were deposited on the land, and then 1 double tipper load was deposited on the land.
- 14 The Torcasos are concerned about the extensive area of land that has been raised to accommodate the new dwelling and the extremely large amounts of soil that have been dumped over many years and spread around the new dwelling, further lifting the height of the original ground level and increasing the size of the area. Soil has been dumped and spread at the back of the new dwelling which has impacted on a major flood spillage waterway. Soil has

been spread around the front of the new house and the level has been raised especially along the driveway from the front of the house to the road, creating a levy bank.

- 15 The Torcasos are concerned that the earthworks referred to above, undertaken both concurrent with and subsequent to the construction of the dwelling, are problematic from a flooding perspective, and go beyond the scope of the permitted works.

### Raising of concerns

- 16 In December 2014, John Torcaso contacted Sam Porter of Council with concerns in relation to the earthworks.
- 17 Following the two deposits of soil on 19 and 20 January 2015, John Torcaso again contacted the Council on 21 January 2015, and spoke with Simon Maughan.
- 18 On 20 January and 2 February there was further communication with the Council. Simon Maughan visited the Notarianni land.
- 19 On 3 February 2015 John Torcaso spoke with the CMA, and placed a query.
- 20 On 25 March 2015 the CMA responded by letter, stating that there had been the permit for the dwelling, but, too, that it would follow up the concern about ongoing placement of fill on the land with Council.

### Planning Scheme Triggers

- 21 In the Farming Zone, a planning permit is required for (amongst other things):
- (a) a dwelling, if the section 1 conditions are not met. The conditions are that the dwelling must be the only dwelling on the lot; must be on a lot of at least 40 hectares; and must meet the requirements of clause 35.07-2. Here, the land is about 6 hectares in size, and hence the dwelling is a section 2, permit required, use as the conditions are not met;
  - (b) works associated with a use in section 2; and
  - (c) earthworks specified in a Schedule to the zone, if on land specified in a schedule. The Schedule provides that for "All land", a permit is required for:

*Earthworks which change the rate of flow or the discharge point of water across a property boundary.*

- 22 In the LSIO, a planning permit is required to carry out works, subject to exemptions which are not relevant here.
- 23 If the use of dwelling on the Notarianni land is being conducted not pursuant to a planning permit, but rather, pursuant to existing use rights, then any works would still require a permit – but they would require a permit pursuant to clause 63.05 rather than the Farming Zone.



### Preliminary views

- 24 As you will both be well aware, both the Notarianni land and the Torcaso land are subject to inundation associated with flooding of the Ovens River.
- 25 In particular, in the 1993 flood, both properties were inundated. It is notable however that even in the 1993 flood, the Torcaso house and shed were not themselves inundated.
- 26 Photos taken of the 1993 inundation show that receding floodwaters traversed the areas which have been the subject of the earthworks referred to above.
- 27 It is vital that works in areas affected by inundation are only undertaken following careful scrutiny and assessment, and here in particular as the possibility of impacts on the Torcaso land from works undertaken in the proximity of the Notariannis' dwelling house is high.
- 28 The Torcasos are concerned that the works which have occurred:
- (a) in relation to the permitted works, have occurred without their consideration and input because notice of the application does not appear to have been given; and
  - (b) in relation to the remainder of the works, that:
    - a. the works are beyond the scope of the permitted works;
    - b. the works require planning permission under both the FZ and the LSIO; and
    - c. planning permission has not been obtained for the works.
- 29 Hence, the remainder of the works appear to be unlawful at this time.
- 30 The Torcasos are very concerned that the works are likely to have a detrimental effect upon their property through changes to the localised flooding regime, and in particular that in future flood events, their house and shed may be directly impacted.
- 31 In the circumstances, the Torcasos:
- (a) seek confirmation, by way of provision of expert evidence, that the permitted works will not increase flooding risks associated with their property and in particular their house and shed; and
  - (b) seek the removal of all works done which fall outside of the scope of the planning permit.
- 32 If confirmation in relation to the permitted works is not provided, the Torcasos will consider what options are available to them in relation to the existing permit.
- 33 If the works are not removed, the Torcasos will consider taking action under the *Planning and Environment Act 1987*, the *Public Health and Wellbeing Act 2008*, and/or the *Water Act 1989*. Such action may necessitate the involvement of the Council and the CMA.

**Moving forward**

- 34 It is hoped that this letter brings to your attention the serious nature of the concerns of the Torcasos in relation to the works undertaken.
- 35 We are hopeful that the parties might discuss our clients' concerns with a view to resolving them without the need for any legal action.
- 36 We propose a meeting between this firm, the Torcasos and a representative of both Council and the CMA, to discuss the issues raised above.
- 37 Would you kindly contact us within the next 14 days advising whether you would be willing to meet and discuss the above matters.

We look forward to hearing from you.

Yours faithfully

**CHARLES MORGAN & ASSOCIATES**

---

**CHARLES MORGAN & ASSOCIATES PTY LTD (TRADING AS CHARLES MORGAN & ASSOCIATES)**  
**ALL MAIL CORRESPONDENCE: PO Box 255, MYRTLEFORD VIC 3737**  
164 MYRTLE STREET, MYRTLEFORD, VICTORIA 3737, P: (03) 5752 1280 F: (03) 5752 1286  
105B MURPHY STREET, WANGARATTA, VICTORIA 3677 P: (03) 5722 4681 F: (03) 57213 196  
18 STANLEY STREET, WODONGA, VICTORIA 3690 P: (02) 6055 7200  
568 KIEWA STREET, ALBURY, NSW 2640 P: (02) 6021 2222

# CHARLES MORGAN & ASSOCIATES

## SOLICITORS

ABN 39 094 399 425

Our Ref: CRM:  
Contact: Charles Morgan  
Email: [charles@charlesmorgan.com.au](mailto:charles@charlesmorgan.com.au)  
Your Ref:

**PRINCIPAL**  
**CHARLES MORGAN**  
WORKPLACE RELATIONS ACCREDITED SPECIALIST

**SOLICITORS**  
**MELANIE BARTON**  
**WENDY COUZENS**

**LAW CLERK**  
**ANDREA MCCORMACK**

28 September 2015

Nick Vlahandreas  
Manager of Planning  
Alpine Shire Council  
Email: [nickv@alpineshire.vic.gov.au](mailto:nickv@alpineshire.vic.gov.au).

cc Tim Loffler  
Flood Plain Specialist  
N.E.C.M.A.  
Email: [tim.loffler@necma.vic.gov.au](mailto:tim.loffler@necma.vic.gov.au)

Dear Sirs

**Works at 72 Toniazzo Lane, Myrtleford, VIC, 3737**

Thank you for providing us with notice of the application to amend planning permit 5.2010.125.2 for 72 Toniazzo Lane, which seeks a mix of retrospective and prospective planning permission to:

1. Relocate fill from rear of property in order raise slab area of proposed dwelling to meet municipal specifications of FFL205.3m and taper fill from perimeter of house to the driveway and surrounding levels;
2. Bring 40m<sup>2</sup> of road base onto property for existing driveway access;
3. Construct brick entry and fence including six piers, four plinths, four iron panels and gate to front entry of dwelling, Diagram 3(a) including concrete footings, Diagram 3(b);
4. Bring 100m<sup>2</sup> fill (8 years ago) to waterway area to erect motorcross jumps for recreational purposes and relocate this fill to dwelling slab prior construction;
5. Construct a concrete driveway 3.5m wide from front entry of property directly to a roundabout at front door of dwelling and follow to garage of dwelling. Driveway height to fall from garage FFL to front pathway height and continue to fall from path height to Toniazzo's Lane road height at entry, Diagram 5(a);
6. Construct a domestic Colourbond shed, Diagram 6(a) near dwelling at FFL of house, Diagram 6(b). Bring in required amount of fill to raise ground level up to dwelling FFL for shed concrete slab and across to swimming pool and pump shed area;

---

CHARLES MORGAN & ASSOCIATES PTY LTD (TRADING AS CHARLES MORGAN & ASSOCIATES)  
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568 KIEWA STREET, ALBURY, NSW 2640 P: (02) 6021 2222

7. Erect PVC post and rail fencing across full frontage of property and post, picket and wire rural/farm fencing around house and property including gates Diagram 7(a);
8. Extend septic system effluent lines to include two additional 25m lines as per Diagram 8(a);
9. **Extend demolition/removal of old existing house on property for a period of two years. Upon removal of existing house, bring fill into property in order to raise hole under house to ground level; and**
10. **Bring in 20m<sup>2</sup> of topsoil to erect garden beds at front entry gates.**

On behalf of the owners of the property to the north of the subject land, at 92 Toniazzo Lane, Mr Angelo and Mrs Maria Torcaso, and their son John Torcaso, we object to this application, in particular to items 1, 2, 4, 5, 6, 9 and 10 – the items bolded above.

The Torcasos are very concerned that the identified works will result in localised changes to water flow across their land, with consequential property damage.

By way of context, both properties are located in close proximity to the Ovens River, which runs immediately adjacent to the eastern boundaries of both properties. Various buildings are located on the two parcels of land. In the 1993 flood, both properties were inundated – however the Torcasos' house and shed were not themselves inundated. The Torcasos are concerned that the identified works may mean that in the future their house and shed will be inundated in large flood events.

The identified works intend to raise the natural ground level by the placement of fill, in many more areas than was permitted under the original planning permit.

The original planning permit allowed:

*Buildings and works for the replacement of an existing dwelling and associated earthworks in accordance with the endorsed plans.*

The conditions did not describe any specific earthworks – noting that condition 17 does provide for the finished floor level of the *dwelling* – only – to be 205.3m AHD.

However the endorsed plans dated 9 November 2010 contained a set of elevations. The west, south and east elevations contain the notation "Dwelling to be raised above ground level as indicated. Typical". They also indicate that the floor level of the dwelling will be 500 mm above the ground level. In terms of the ground level surrounding the dwelling, the elevations indicate:

- (a) Viewed from the western elevation, there will not be any earthworks.
- (b) Viewed from the southern elevation, there will be earthworks adjoining the eastern portion of the house, which slope from being approximately 250mm above ground level at the dwelling, down eastwards to ground level, with the slope covering a distance of approximately 6 metres.
- (c) Viewed from the northern elevation, there will be earthworks adjoining the northern portion of the dwelling adjacent to the garage door, of a height of just under 500mm above ground level. There will also be earthworks adjoining the eastern portion of the house, which slope



from being just under 500mm above ground level at the dwelling, down eastwards to ground level, with the slope covering a distance of approximately just under 5 metres.

- (d) Viewed from the eastern elevation, there will be earthworks adjoining the northern portion of the dwelling, adjacent to the garage door, which slope from being approximately just under 500mm above ground level adjacent to the garage door, down northwards to ground level, with the slope covering a distance of approximately 4 metres. There will also be earthworks adjoining the eastern portion of the house, which bring the ground level up to just under 500mm above ground level in the centre of the eastern elevation, but with slopes down to ground level approximately adjacent to the northern and southern boundaries of the house.

It can be seen that the areas previously proposed to be built up are very confined, and only in close proximity to parts of the proposed dwelling.

By contrast, the items referred to above in the current application now seek to build up more areas of land and by a much greater extent.

Of particular concern is the area to the north of the dwelling.

The application proposes to raise the ground levels on the northern side of the dwelling for at least some 8 metres distance, and it appears for the entire length of the dwelling. The fill will result in even more raising of ground level with further tapering beyond these distances. The endorsed plans permit of tapered fill in a much more confined area than does the current application.

The proposed addition of a "barn shed" to the north east of the dwelling, at the same level as the dwelling, i.e. with much associated fill, is also of serious concern.

The addition of a driveway also appears to have given rise to much more building up of natural ground levels generally around the vicinity of the house.

Photos taken of the 1993 inundation show that receding floodwaters traversed these areas which are the subject of the objection.

Simply looking at a map of the location of the Ovens River and the buildings on the subject land and the Torcasos' land, it is evident that if water is obstructed from flowing in a westerly direction from the Ovens River by these proposed works, then there is likely to be a greater amount of water flowing north across the Torcasos' land.

The placement of the fill to raise the ground level in the area to the immediate north of the dwelling, and between the dwelling and the shed to the north of the dwelling, is of particular concern to the Torcasos. Fill in this area cuts off a current westerly floodpath which runs between the dwelling and the northernmost shed on the subject land.

Survey material has been provided with the application. This material is not explained and therefore is difficult to interpret. It appears that the survey shows that, according to the Lidar imagery obtained for previous conditions, the ground level used to contain a "dip" in the area to the north of the dwelling (between chainage 70 and 105/110 in Section House NS, of about 0.3m).

However now the ground level of this area, and in the area of the dwelling, is in the order 0.6m to 1.2m higher than it previously was. This is a significant change.

It is also unclear whether the applicant has undertaken all filling works that it intends to, such that all of the works the subject of the application are retrospective – or whether indeed the applicant intends to further build up this area of land beyond this survey. These details of the application should be clarified.

Further, no expert opinion or modelling is provided with the application to demonstrate that the works will not have any impact – or that the impact will be minor. This is a serious deficiency in the application.

The Torcasos urge the Council to agree that the implications of the works simply cannot be properly considered in the absence of detailed expert advice and modelling of the potential impacts.

In the absence of such material, then the Council must accept that the risk of increased flows to the Torcaso land is too great if the proposal is approved.

**Therefore the identified works should be refused.**

In a planning scheme sense, the basis of the objection is as follows.

Both parcels of land are within the Farming Zone, and covered by a Land Subject to Inundation Overlay (“LSIO”).

In terms of the permit triggers:

- In the Farming Zone, a planning permit is required for earthworks which change the rate of flow or the discharge point of water across a property boundary. The impacts of change of rate of flow and discharge points on the Torcasos is evidently a relevant consideration in the Farming Zone. The concerns of the Torcasos identified above are squarely relevant to this permit trigger.
- In the LSIO, a planning permit is required for works. All of the LSIO is relevant; and all of the Torcasos concerns are relevant to the LSIO.

The Torcasos further submit that the identified works are inconsistent with the following provisions and policies of the planning scheme in particular, again, for the reasons outlined above in relation to the concern that the works will have an adverse impact in times of inundation or flooding:

- Farming Zone:
  - Purpose: To ensure that non-agricultural uses, including dwellings, do not adversely affect the use of land for agriculture;
  - Purpose: To encourage use and development of land based on comprehensive and sustainable land management practices and infrastructure provision;

- Decision guidelines: Whether the site is suitable for the use or development and whether the proposal is compatible with adjoining and nearby land uses;
- Decision guidelines: The impact of the proposal on the natural physical features and resources of the area, in particular on soil and water quality; and
- Decision guidelines: The impact of the siting, design, height, bulk, colours and materials to be used, on the natural environment ... and water features and the measures to be undertaken to minimise any adverse impacts.
- LSIO:
  - Entire provision.
- State Planning Policy Framework:
  - Clause 13.02-1 Floodplain management: entire provision.
  - Clause 14.01-1 Protection of agricultural land: entire provision.
- Local Planning Policy Framework:
  - Clause 21.03-2: Settlement; and Clause 21.03-2-3 Myrtleford; and
  - Clause 22.02: Rural Land: entire provision.
- Clause 65:
  - The orderly planning of the area;
  - The effect on the amenity of the area;
  - Factors likely to cause land degradation, ... or reduce water quality; and
  - The degree of flood ... hazard associated with the location of the land and the use, development or management of the land so as to minimise any such hazard.
- *Planning and Environment Act* 1987 (Vic.): s 60(1)(e): any significant effects which the responsible authority considers the use or development may have on the environment or which the responsible authority considers the environment may have on the use or development.

To the extent that it is not mentioned in this letter, we also refer to material contained in our 4 May 2015 letter in support of the Torcasos' propositions.

**We respectfully request that Council decide to refuse to grant the amendment for the identified works. Further, we request that Council direct the Notariannis to remove the works which have already occurred pursuant to those items. If the Notariannis do not remove the works associated with those items, the Council should seek to enforce the planning scheme in respect of those works.**


**Alternatively, we request that the Council attaches further conditions to the permit which require removal of all of the works that have been undertaken to build up the level of the land.**

We look forward to receiving receipt of a Notice of Refusal, or advice that Council will impose conditions requiring removal of the identified works.

Finally, we thank you for this opportunity to continue to have the Torcasos' concerns heard, and for Council's actions in requiring a survey of the property, and encouraging the applicant to make an application, which gives the Torcasos this opportunity to object. As you are aware, the Torcasos have been concerned about the unauthorised placement of fill on the applicant's land for some time, and the potential ramifications of the applicant's unauthorised actions.

Yours faithfully

**CHARLES MORGAN & ASSOCIATES**





21 March 2015

John Torcaso

C/O Torcaso Family

Simon Maughan

92 Toniazzo Lane

Statutory Planner

P.O.Box 177

Alpine Shire Council

Myrtleford 3737

Email: [simonm@alpineshire.vic.gov.au](mailto:simonm@alpineshire.vic.gov.au)

Cc Tim Loffler

Flood Plain Specialist

N.E.C.M.A

Email: [tim.loffler@necma.vic.gov.au](mailto:tim.loffler@necma.vic.gov.au)

Dear Sirs,

**Works at 72 Toniazzo Lane, Myrtleford, VIC, 3737**

On behalf of the Torcaso family I am providing the following response to NECMA's assessment, dated 15 February 2016 in relation to the additional plans submitted by the Notariannis regarding the notice of the application to amended planning permit application 5.2010.125.2 for 72 Toniazzo Lane.

The amended application dated 26 June 2016 seeks a mix of retrospective and prospective planning permissions. This document clearly states "Works requiring Planning Permit (retrospective)" & "Future works requiring Planning Permit (prospective)" with both containing itemised details of the works already performed and the works to be performed.

Please note some items have been change, some left out and new ones added from the previous application to amend planning permit dated 26 June 2015 and also in that application there were some items that were not clearly described such as the swimming pool construction details and back yard construction details and layout.

The additional plans have been provided with a site plan drawn to scale but they **have not** provided a list of itemised details of the work to be performed.

NECMA has listed the following:

1. **Filling in proximity to the dwelling**
2. **Driveway construction**
3. Pool pump and storage structure
4. **Pool bathroom and storage structure**

Unfortunately this document does not acknowledge some very important items and these items were heavily discussed and mentioned as a great concern by us at the meeting with all parties on 17 November 2015. I have listed these items below.

5. **Swimming pool 12m x 4m - Construct a swimming pool extended from the back veranda lifted up from ground level at a height level of the back veranda.**
6. **Retaining wall at back of house - Construct a retaining wall at the back of the house which will be a distance of 14 metres out from the back of the house, 7 metres out from the back of the veranda and linking up with the garage on north side and proposed shed on south side and fill with soil this entire area to raise ground level up to the height of the veranda level between the back of the house and the retaining wall and around the swimming pool. Please note: the veranda level has already been lifted approximately over 1 meter to 1.2 meters from the original ground level. There has been extensive filling in around it without a permit.**

We, the Torcasos of 92 Toniazzo Lane, object to these additional items of this application, in particular to the following items 1, 2, 4, 5 and 6 – the item's bolded above.

**This objection is based on and is in conjunction with our previous objection letter dated 28 September 2015 which addresses application to amend planning permit dated 26 June 2015 and NECMA's response assessment letter dated 5 October 2015. Please also reference to our letter of concern dated 4 May 2015.**

We would like to note that a retrospective permit is still being sought to cover initial approximate 10,000 cubic square metres that was moved from the rear end of the property to establish an island to build new house on before any permits were obtained. This has been mentioned in our previous documents and as well as this during construction of the house substantial soil has been transported to the property and dumped and spread all around the house and proximity to the house. Also since 2007, the major flood spillage water way gully to the north of the house has had fill transported and dumped in it and spread raising the original ground level. LiDAR level survey have confirmed all of this activity and NECMA have provided recommendations to remove the majority of this soil but the level in this major flood spillage water way gully to the north of the house will only go down to 2010 LiDAR levels and not the original ground level pre 2007. Also uncertain is filling at the mouth of this gully has we are unsure if LiDAR levels survey has covered entire area.

Initially the swimming pool was to be constructed where the back veranda is now. In 2012 an amendment was issued for the back veranda, but there was no mention of the swimming pool positioning from here. We had been previously advised by the Alpine Shire that the swimming pool will be at ground level and so would not be an issue. At the meeting mentioned above 17 November 2015 we asked all parties for clarity on this matter of where the pool would be positioned and the details of construction as well as the backyard construction details and layout. We were advised by Alpine Shire and NECMA we would be given this information by the applicants and then followed up by NECMA's response in its assessment letter.

The Notariannis have provided in the site plans the swimming pool position and retaining wall and backyard layout but no mention that this entire backyard will be filled and ground level raised to the level of the height of the back veranda. NECMA has left out listing and assessing this, which is the item's I have listed above (5 & 6). Although, in the initial assessment document by NECMA dated 6 October 2015, in item 6 one of the points state's that;

"The Authority does not support additional filling to support non-habitable works (swimming pool and pump shed). Accordingly these works should be constructed at a level consistent with that required by conditions imposed by the Authority limiting the extent of filling beyond the dwelling footprint."

The identified works intend to raise the natural ground level by placement of fill and structures, in many more areas than was permitted under the original planning permit.

Again, we are very concerned that the identified works will result in localised changes to water flow across our land, with consequential property damage.

**We are also very concerned with this document response from NECMA, assessment letter dated 15 February 2016 as we have seen conflicting LiDAR data from the previous response from NECMA, assessment letter dated 5 October 2015 in relation to the distance the fill extends from each side of the house.**

We believe this response assessment by NECMA, dated 15 February 2016 to be invalid due to the conflicting LiDAR data as mentioned above and to the items I have previously listed above (items 5 & 6) that have not been listed and commented on. We believe this document needs to be rewritten with the appropriate items and works performed and also with the correct data as per the previous assessment dated 5 October before a decision is made.

We would also like to note that we have been advised by the Alpine Shire that this – amendment of an amendment – is an addition to the previous application dated 26 June 2015 and that this assessment letter from NECMA dated 15 February 2016 is also an addition to the previous assessment letter by NECMA dated 5 October 2015.

We seek a meeting with yourself and/or any other Alpine Shire Representatives and Tim Loffler to discuss these matters further before any decision is to be made.

We thank-you for the opportunity to have our concerns heard.

Regards

A handwritten signature in black ink, appearing to read 'John P.' followed by a flourish.

John Torcaso

(PH. 0487 215 866)

HISTORIC AERIAL IMAGES – 72 TONIAZZO LANE, MYRTLEFORD



Figure 1 2006 imagery

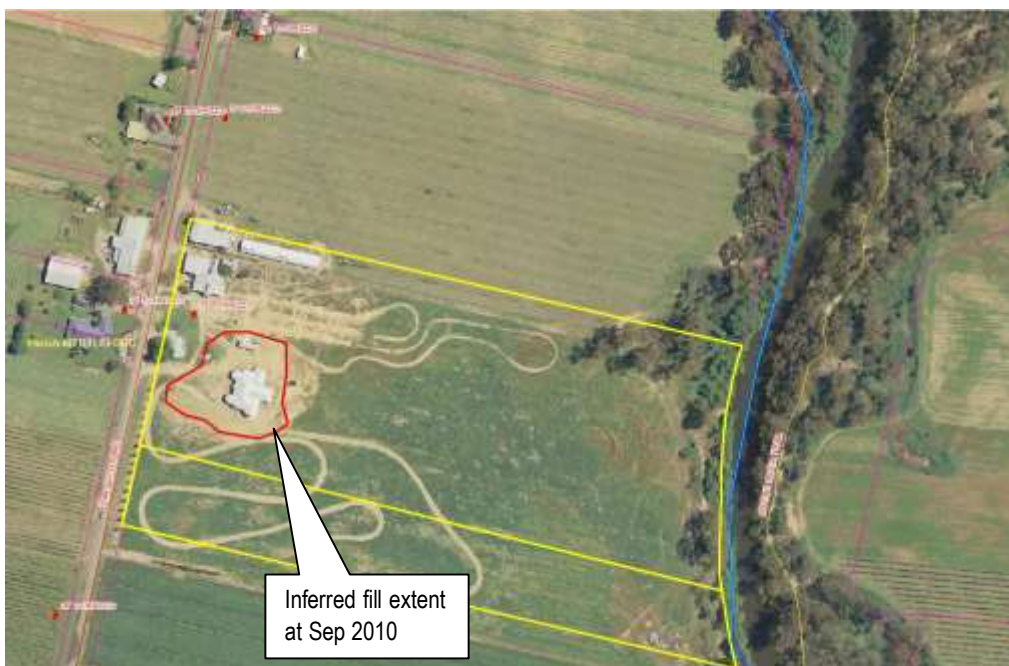


Figure 2 2010 imagery





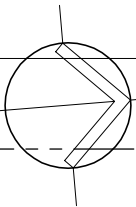
**Figure 3** September 2010 flood imagery



**Figure 4** October 2013 imagery



**Figure 5**      **October 1993 flood imagery**



North.  
(Approx.)

Future post & wire fence.

Existing 90mm Ø PVC Storm  
water pipe at 500mm below  
ground level.

Extent of existing water supply  
to paddock.

Existing water supply  
to shed. **WS.**

**WS.**

16mm² Single phase  
power.

**Note:**

**Power -**  
Electrical power around existing  
dwelling is in conduit & 600mm  
below ground level.

**Water -**  
Water around existing dwelling is  
50mm Ø poly piping & is 600mm  
below ground level.

Existing water  
bore.

Power supply for future  
light.

Power from existing sub board  
to existing front gates.

Existing 2.5m T & E Cable.  
Power to round about.

Existing water supply to  
round about.

Dwelling Level  
205.4

Steps up.

Level at pit  
204.72

Existing 25m Long minimum  
effluent lines.

Existing 25m Long minimum  
effluent lines.

Existing 25m Long minimum  
effluent lines.

Existing pump well to  
distribution pits.

Existing power supply  
to septic tank.  
Existing sand  
filter.

2m

Existing septic  
tank.

17.5m

Future post & wire fence.

Future post & wire fence.

Toniazzo Lane

00 Services & Utility Plan.

Scale 1 : 250

Revision.		Date.		
Amendment to Planning Permit 5,2010, 125.3 to provide further information to Alpine Shire Council as requested.		Revision A.	Dec. 2015	
Response to request for further information by Alpine Shire dated 12/12/2015.		Revision B.	Dec. 2015	
Response to request for further information by Alpine Shire dated 19/4/2017.		Revision C.	April 2017	

Leonardo Belci - Designer.			
2 Albert Road Beechworth Ph. Mobile 0427 282448 belci@bigpond.net.au Building Practitioners Reg. No. DP - AD 1813.			

NOTE :		Do not scale drawings, refer to figure on drawings only.	
All work to be carried out in accordance with B.C.A. requirements, all relevant A.S. Codes and Local Authorities requirements/ regulation.		Any discrepancies shall be immediately to the designer or builder for clarification.	
Check dimensions and all site conditions prior to the commencement of any work. The presence and ordering of any materials, plant services or equipment prior and preparation of shop drawings and / or the fabrication of any components.			

Scale		As Shown.		Project	
Drawn L.B.		Date Aug. 2010		Proposed New Residence at Lot 3 Toniazzo Lane	
Check		© Aug. 2010		Myrtleford 3737 for F. & J. Notariani.	
This drawing must not be used for construction unless signed as Approved.		Title Services & Utility Plan.		Job No. 2009 / 04	
				Eng. Classification TP & WD / o2	
				Sheet No. - of -	
				Revision Rev. C.	



## RECORD OF ASSEMBLY OF COUNCILORS



**Meeting Title:** Briefing Session  
**Date:** 4 April 2017  
**Location:** Committee Room, Bright Office  
**Start Time:** 4.30pm  
**Chairperson:** Cr Ron Janas, Mayor

**Councillor and staff attendees:**

Name	Position	Name	Position
Cr Ron Janas	Mayor	Dave Barry	CEO
Cr Sarah Nicholas	Councillor	Charlie Bird	DA
Cr John Forsyth	Councillor	Nathalie Cooke	DC
Cr Daryl Pearce	Councillor		
Cr Kitty Knappstein	Councillor		

**Councillor and staff apologies:**

Name	Position	
Cr Tony Keeble	Deputy Mayor	
Cr Peter Roper	Councillor	

**1. Conflict of interest disclosures**

Nil

**2. Record of Councillors that have disclosed a conflict of interest leaving the assembly**

Nil

**3. Matters considered**

- Preliminaries
- Ordinary Council Meeting agenda review
- Branding

**Meeting Title:** Briefing Session  
**Date:** 18 April 2017  
**Location:** Committee Room, Bright Office  
**Start Time:** 3.00pm  
**Chairperson:** Cr Ron Janas, Mayor

**Councillor and staff attendees:**

Name	Position	Name	Position
Cr Ron Janas	Mayor	Dave Barry	CEO
Cr Kitty Knappstein	Councillor	Charlie Bird	DA
Cr Sarah Nicholas	Councillor	Nathalie Cooke	DC

**Councillor and staff apologies:**

Name	Position	
Cr Tony Keeble	Deputy Mayor	
Cr Daryl Pearce	Councillor	
Cr Peter Roper	Councillor	
Cr John Forsyth	Councillor	

**1. Conflict of interest disclosures**

Nil

**2. Record of Councillors that have disclosed a conflict of interest leaving the assembly**

Nil

**3. Matters considered**

- Preliminaries
- Draft Budget discussion
- Lyndhurst building discussion
- AGL payment discussion
- Kerbside waste and recycling discussion
- Road Management Plan
- Municipal Health and Wellbeing Action plan update

**RECORD OF ASSEMBLY OF COUNCILORS**

**Meeting Title:** Briefing Session  
**Date:** 26 April 2017  
**Location:** Committee Room, Bright Office  
**Start Time:** 3.00pm  
**Chairperson:** Cr Ron Janas, Mayor

**Councillor and staff attendees:**

<b>Name</b>	<b>Position</b>	<b>Name</b>	<b>Position</b>
Cr Ron Janas	Mayor	Dave Barry	CEO
Cr Tony Keeble	Deputy Mayor	Charlie Bird	DA
Cr Sarah Nicholas	Councillor	Nathalie Cooke	DC
Cr John Forsyth	Councillor		
Cr Daryl Pearce	Councillor		
Cr Peter Roper	Councillor		
Cr Kitty Knappstein	Councillor		

**Councillor and staff apologies:**

<b>Name</b>	<b>Position</b>
Cr Peter Roper	Councillor

**1. Conflict of interest disclosures**

Nil

**2. Record of Councillors that have disclosed a conflict of interest leaving the assembly**

Nil

**3. Matters considered**

- Preliminaries
- Draft Budget / Dinner Plain Special Rate
- Hero Trail impact on Mystic Lane
- Toniazzo Lane
- Planning Permit – 30 Lower River Road
- Kerbside Waste
- Myrtleford Holiday Park
- Martley Street update
- Ordinary Council meeting agenda review