



M(4) – 3 MAY 2022

Ordinary Council Meeting

Minutes

The **Ordinary Meeting** of the **Alpine Shire Council** was held in the Auditorium@Mount Beauty, Kiewa Valley Highway, Mount Beauty on **3 May 2022** and commenced at **5:00pm**.

PRESENT

COUNCILLORS

Cr Sarah Nicholas - Mayor

Cr Katarina Hughes - Deputy Mayor

Cr John Forsyth

Cr Ron Janas

Cr Tony Keeble

Cr Simon Kelley

Cr Kelli Prime

OFFICERS

Charlie Bird - Chief Executive Officer

William Jeremy - Director Assets

Helen Havercroft - Director Corporate Performance

APOLOGIES

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1. Recording and livestreaming of Council meetings

The CEO will 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 submitting a question, you consent to your question being read aloud at the meeting.

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 recorded and will be uploaded to Council's YouTube channel which is "Alpine Shire Council" and will also be available on the YouTube channel after this meeting.

2. Acknowledgement of traditional custodians, and recognition of all people

The Mayor will read the following statement:

The Alpine Shire Council acknowledges the Traditional Owners of the land we are now on, we pay our respect to Elders, past and present.

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

3. Confirmation of minutes

3.1 ORDINARY COUNCIL MEETING – M(3) – 5 APRIL 2022

Cr Janas

Cr Kelley

That the minutes of Ordinary Council Meeting M(3) held on 5 April 2022 as circulated be confirmed noting resolution 9.3.1.e. in relation to the Dinner Plain Special Rate (2022/23) was incorrect and the rate has been corrected to 43% of the General Rate.

Carried

4. Apologies

Nil

5. Obituaries / congratulations

Refer to Alpine Shire Council's website www.alpineshire.vic.gov.au; for its YouTube recording for responses to questions.

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; for its YouTube recording for responses to questions.

8. Presentation of reports by officers

8.1 CHIEF EXECUTIVE OFFICER – CHARLIE BIRD

8.1.1 Contracts approved by the CEO

Cr Forsyth
Cr Prime

That the Contracts approved by the CEO be noted.

<i>Contract No:</i>	<i>CQ22001</i>	<i>Process:</i>	<i>RFQ</i>
<i>Title:</i>	<i>Bridge Design Services – Snowy Creek Bridge</i>		
<i>Tenderer:</i>	<i>Chris O'Brien & Co</i>		
<i>\$ (excl. GST):</i>	<i>\$48,500</i>		

<i>Contract No:</i>	<i>CQ21139</i>	<i>Process:</i>	<i>RFQ</i>
<i>Title:</i>	<i>Electric Line Clearing (Myrtleford)</i>		
<i>Tenderer:</i>	<i>Arboressence</i>		
<i>\$ (excl. GST):</i>	<i>\$76,096.60</i>		

<i>Contract No:</i>		<i>Process:</i>	<i>RFQ</i>
<i>Title:</i>	<i>Unsealed Road & Drainage Maintenance</i>		
<i>Tenderer:</i>	<i>Awarded to Roche Excavations and Ryder Civil</i>		
<i>\$ (excl. GST):</i>	<i>\$85,000 (Roche Excavations) and \$33,000 (Ryder Civil)</i>		

Carried

8.1.2 Appointment of Consultancy Service for Chief Executive Officer Recruitment

INTRODUCTION

This report relates to the award of a contract for the provision of consulting services to lead the recruitment and selection of a new Chief Executive Officer (CEO).

Cr Keeble

Cr Prime

That:

- 1. Council awards Contract No. 2202201 "Council CEO Recruitment Services" to Camden Search; and*
- 2. The Mayor be authorised to finalise the terms of the engagement with the successful consultant.*

Carried

BACKGROUND

The current CEO has been appointed to a new position and will conclude his role with Council on 20 May 2022.

Council is obligated under s45 of the *Local Government Act 2020* to obtain independent professional advice to conduct the recruitment and selection of a new CEO and as stipulated in its CEO Employment and Remuneration Policy, adopted by Council at its meeting held in December 2021.

A request for quotation was advertised from 8 April 2022 and closed on 22 April 2022 via tenders.net. The tender document was downloaded by 12 prospective tenderers and six submissions were received by the closing date.

EVALUATION

The evaluation was conducted by the CEO Employment and Remuneration Committee (Independent Chairperson David Preiss, Mayor Sarah Nicholas, Cr Tony Keeble and Cr Kelli Prime).

The tenders were evaluated according to the key selection criteria listed in the Request for Quotation:

- Price
- Experience and Previous Performance
- Delivery
- Social
- Environment

ISSUES

The successful Recruitment Consultancy will lead the recruitment and selection of a new CEO. They will be required to manage the process of selecting suitable candidates for the position of CEO, be responsible for managing interviews, provide advice on remuneration, provide advice on contract conditions, and provide advice on performance criteria for the CEO and any other matters as determined by the CEO Employment and Remuneration Committee.

Recruitment Period

It is anticipated that the recruitment phase could take up to six months. Council must appoint an Acting CEO if there is an anticipated vacancy in the office.

POLICY IMPLICATIONS

The request for quotation was advertised and evaluated in accordance with Council's Procurement Policy.

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

- 5.3 Bold leadership, strong partnerships and effective advocacy

FINANCIAL AND RESOURCE IMPLICATIONS

There is sufficient allocation in the 2021/22 Budget and an allowance has been made in the 2022/23 Draft Budget for the recruitment process.

CONSULTATION

The CEO Employment and Remuneration Committee has agreed on the key selection criteria set out in the request for quotation.

Council's Community Engagement Policy provides guidance on when Council must consult with the community. As the recruitment of the CEO is operational in nature, guiding the way that Council will deal with the employment and recruitment of the CEO, the community has no ability to inform this decision.

CONCLUSION

It is recommended that Council award the contract to the Recruitment Consultancy that best meets the selection criteria.

DECLARATION OF CONFLICT OF INTEREST

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

- Chief Executive Officer
- Executive Assistant to CEO

ATTACHMENT(S)

Nil

8.1.3 Appointment of Acting Chief Executive Officer

INTRODUCTION

This report relates to the appointment of an Acting Chief Executive Officer (Acting CEO) to allow for the recruitment of a new Chief Executive Officer (CEO).

Cr Keeble

Cr Kelley

That:

- 1. Alan Clark be appointed to the position of Acting Chief Executive Officer for a period up to twelve months effective from 21 May 2022;*
- 2. The Acting Chief Executive Officer be appointed as the interim Director of MomentumOne Shared Services;*
- 3. Upon the successful appointment of a new Chief Executive Officer, the Acting Chief Executive Officer position will cease; and*
- 4. The Mayor be authorised to finalise the terms of the Acting Chief Executive Officer's appointment on behalf of Council.*

Carried

BACKGROUND

The current CEO has been appointed to a new position and will conclude his role with Council on 20 May 2022.

Council will engage a recruitment consultant to undertake the search for a new CEO and this process is currently underway and will take approximately six months.

ISSUES

Section 44(4) of the *Local Government Act 2020 (LGA 2020)* states that if there is a vacancy in the office of CEO, Council must appoint a person to be the Acting CEO.

Section 44(5) of the *LGA 2020* requires an Acting CEO to be a member of Council staff.

Council's CEO employment and remuneration policy states:

- that an appointment of an Acting CEO for a period of more than 28 days must be made by Council resolution; and
- that Council's CEO Employment and Remuneration Committee may advise on the selection and appointment of an Acting CEO.

POLICY IMPLICATIONS

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

- 5.3 Bold leadership, strong partnerships and effective advocacy

FINANCIAL AND RESOURCE IMPLICATIONS

There is sufficient allocation in the 2021/22 Budget and an allowance has been made in the 2022/23 Draft Budget for the recruitment process

CONSULTATION

Council's Community Engagement Policy provides guidance on when Council must consult with the community. Members of Council CEO Employment and Remuneration Committee have been consulted on the proposed Acting CEO appointment. The appointment of an Acting CEO is operational in nature, the community has no ability to inform this decision.

CONCLUSION

That Alan Clark be appointed to the position as Acting CEO for a period of up to twelve months to allow for the recruitment of the next CEO.

DECLARATION OF CONFLICT OF INTEREST

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

- Chief Executive Officer
- Executive Assistant to CEO
- Governance Officer

ATTACHMENT(S)

Nil

8.2 DIRECTOR ASSETS – WILLIAM JEREMY

8.2.1 Dinner Plain Bus - Fuel Surcharge

INTRODUCTION

This report relates to a request that a fuel surcharge be applied to the operation of the 2022 Dinner Plain to Mount Hotham bus service. The request has been received because of the extraordinary increase to diesel fuel pricing.

Cr Janas

Cr Hughes

That Council agrees to pay Alpine Spirit Pty Ltd a surcharge for fuel costs incurred that are greater than \$1.3709/litre for fuel purchased for the operation of the 2022 winter bus service.

Carried

BACKGROUND

At the December 2021 Council Meeting, Council endorsed a one-year extension to Contract No. 1707301 for the provision of the Dinner Plain bus service by Alpine Spirit for the 2022 ski season. The contract extension lump sum amount of \$165,371 (exclusive of GST) includes the application of a 2.9% CPI adjustment to the 2021 contract price, in alignment with Schedule 1.1 of the Contract.

ISSUES

Recent global events have led to significant increases to diesel fuel prices, with the cost per litre currently being much higher than the indexed contract rate of \$1.3709/litre.

Alpine Spirit has considered the impact of the increased fuel costs and advised that they cannot absorb this increase in cost. They have proposed to Council the implementation of a fuel surcharge.

On the date that the fuel surcharge request was made, diesel fuel prices were quoted by a bulk supplier at \$2.1760/litre. The cost at that time was therefore 59% higher than the indexed contract rate.

Alpine Spirit are contracted by Mount Hotham Resort Management Board to operate the inter-village bus service of Mount Hotham. A fuel surcharge proposal for the 2022 service has been received and has been supported by Board members of Mount Hotham Resort Management Board.

POLICY IMPLICATIONS

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

2.2 Innovative and sustainable business development that supports year-round benefit

FINANCIAL AND RESOURCE IMPLICATIONS

Alpine Spirit has requested that Council pays a fuel surcharge for purchases of fuel made where the cost is greater than \$1.3709/litre. The surcharge will be calculated based on the actual price paid by Alpine Spirit. The fuel surcharge will be invoiced at the end of the season, supported by evidence of the fuel purchases which have been made.

Based on an average price per litre of \$2.1760/litre which was recently quoted by a bulk fuel supplier, the amount of the fuel surcharge would be approximately \$16,500 (Exclusive of GST). The current price per litre for diesel is now lower than this.

CONSULTATION

Consultation has occurred between Alpine Spirit and Council Officers.

CONCLUSION

The price for fuel has increased significantly over recent months, and Alpine Spirit, the operator of the Dinner Plain to Mount Hotham bus service, has requested the implementation of a fuel surcharge to be applied to the 2022 winter bus service. Providing a fuel surcharge will contribute to the financial stability of Alpine Spirit, ensure quality of service delivery for the winter 2022 season and support the delivery of an important service for the Dinner Plain community and economy.

DECLARATION OF CONFLICT OF INTEREST

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

- Director Assets
- Manager Economic Development
- Dinner Plain Marketing and Events Officer

ATTACHMENTS

Nil

8.2.2 Petition - Proposed footpath extension on Mummery Road, Myrtleford

INTRODUCTION

The purpose of the report is to inform Council and provide a response to a petition for a proposed footpath extension on Mummery Road, Myrtleford.

Cr Forsyth

Cr Janas

That Council:

- 1. Notes the petition for a proposed footpath extension on Mummery Road, Myrtleford;*
- 2. Before 30 June 2022, removes or prunes roadside vegetation along Mummery Road as appropriate in order to improve sight lines for users of the road;*
- 3. During the 2022/23 financial year, completes scoping, design and costing for the proposed footpath extension;*
- 4. Assesses the priority of the proposed footpath extension against other competing priorities in the Project Pipeline, in order to inform the draft 2023/24 capital works budget; and*
- 5. Advises the main proponent of the petition of Council's decision.*

Carried

BACKGROUND

A petition for a footpath extension on Mummery Road, Myrtleford, was received on 5 April 2022. This petition with 83 signatures contains the wording:

We the undersigned, request Alpine Shire Council install a path along Mummery Road, Myrtleford from the existing footpath at the corner of Bird Ave and Mummery Road up to Tarrengower Court.

We believe this needs to be completed as a matter of priority to ensure pedestrians, particularly school children can safely walk up and down this road to school.

The petition states the following as being *the current safety issues for this section of road*.

- Narrow road with no kerb or shoulder*
- Tree right up to edge of the road*
- 60km speed limit*
- Blind corners*
- Increased numbers of vehicles, pedestrians and bike users*

Mummery Road is classified on Council's Register of Municipal Roads as a sealed collector road, from the junction with Prince Street to the junction with Tarrengower

Court. The last traffic count was carried out in August 2018 and an average of 155 vehicle movements per day was recorded.

The existing footpath ends at Bird Avenue, and the proposed extension of the footpath to Tarrengower Court, a distance of approximately 1.8km, is listed on Council's project pipeline for tentative delivery 2025 and 2029.

ISSUES

Constraints on capital works delivery

Council's ability to deliver capital works, which includes renewal of existing infrastructure and the delivery of upgraded and new infrastructure, is constrained by the availability of funds. It is necessary for Council to prioritise capital works for delivery according to an assessment of the wishes and needs of the community, in order to deliver the maximum net benefit from the available funds. By accelerating the delivery of specific projects, it is necessary that the delivery of other projects will be deferred.

Council has secured significant external capital works funding following the 2019/20 bushfire event and the COVID-19 pandemic, and this funding is allocated to delivery of the specific projects nominated in the associated grant funding agreements. As a result, the 2022/23 capital works program proposed through the draft budget is very large, with the draft capital works budget being approximately double that of the budgeted capital works expenditure in a normal year. It is anticipated that the 2023/24 capital works program will be similarly large. Council's short-term ability to deliver additional capital works on top of what is already proposed is very constrained.

The requested footpath extension is a significant capital project which, subject to prioritisation and funding, Council would usually deliver across multiple years - for example carrying out scoping, design and costing in year one, in preparation for procurement and construction during year two. The timeframe for delivery can therefore be protracted.

Opportunities for short-term action

Since receiving the petition on 5 April, a preliminary assessment has been carried out, and opportunities have been identified for short-term actions to improve sight lines for users of the road through the removal and pruning of vegetation.

Anecdotal feedback about vehicles regularly travelling along Mummery Road in excess of the 60km/hr speed limit has been shared with Victoria Police in order for them to consider enforcement action.

A new traffic count has been scheduled to be carried out to acquire up-to-date information on the use of the road to appropriately inform decisions about prioritisation of the footpath extension.

POLICY IMPLICATIONS

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

- 4.5 Assets for our current and future needs

FINANCIAL AND RESOURCE IMPLICATIONS

Vegetation removal and pruning will be funded from existing operational budgets.

The estimated cost to deliver the scoping, design and costing of the proposed footpath extension is \$10,000 (exclusive of GST). An internal submission to the draft budget will be made to capture these additional costs for adoption in the 2022/23 budget. The works will be outsourced to an external engineering consultant, with oversight provided by a nominated project officer in the Asset Development team.

The cost to construct a footpath along Mummery Road from Bird Avenue to Tarrengower Court is anticipated to fall in the range \$350,000 to \$500,000.

CONSULTATION

Council recently met with residents living on or in streets adjoining Mummery Road and discussed their safety concerns. Subsequent to this meeting, a petition with 83 signatures has been received for a proposed footpath extension on Mummery Road.

Potentially impacted residents will be engaged in advance of vegetation removal or pruning works commencing.

Engagement with the community will be carried out during the scoping and design of the footpath extension.

CONCLUSION

A petition with 83 signatures has been received for a proposed footpath extension on Mummery Road, Myrtleford, to improve safety for users of the road including pedestrians and cyclists. The project is listed on the Project Pipeline for tentative delivery between 2025 and 2029.

Short-term measures have been identified to improve sight lines for users of the road, and recommendations provided in this report will better enable prioritisation of the project against other projects in Council's Project Pipeline, as well as preparing the project for tendering and construction, subject to funding.

DECLARATION OF CONFLICT OF INTEREST

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

- Director Assets
- Manager Asset Development
- Manager Asset Maintenance
- Project Officer

ATTACHMENT

8.3.2 Petition - Mummery Road footpath extension, 5 April 2022

8.3 Director Corporate Performance – Helen Havercroft

8.3.1 Planning Application P.2021.142 -19 Tawonga Crescent, Mount Beauty

<i>Application number:</i>	<i>P.2021.142</i>
<i>Proposal:</i>	<i>Buildings and Works in association with a Golf Course (Clubhouse redevelopment and shedding) and Use and Buildings and Works for a Place of Assembly</i>
<i>Applicant's name:</i>	<i>Mountain Planning</i>
<i>Owner's name:</i>	<i>Mount Beauty Golf Club Inc.</i>
<i>Address:</i>	<i>19 Tawonga Crescent, Mount Beauty, Victoria 3699 (Crown Allotment 2D Section 4 Parish of Wermatong)</i>
<i>Land size:</i>	<i>39.04ha</i>
<i>Current use and development:</i>	<i>Mount Beauty Golf Course and Clubhouse</i>
<i>Site features:</i>	<i>The site is of an irregular shape and slopes up towards the south and south-eastern lot boundary. There is an existing vehicle access point to the site near the intersection of Tawonga Crescent and Mountain Avenue. The site contains an existing clubhouse sited near Tawonga Crescent, associated shedding, vegetation, and 18 grassed golf course holes.</i>
<i>Why is a permit required?</i>	<i>Clause 37.01-1 Use (SUZ6) Clause 37.01-4 Buildings and Works (SUZ6) Clause 44.06-2 Buildings and Works (BMO)</i>
<i>Zoning:</i>	<i>Special Use Zone - Schedule 6 (SUZ6)</i>
<i>Overlays:</i>	<i>Bushfire Management Overlay (BMO)</i>
<i>Restrictive covenants on the title?</i>	<i>None</i>
<i>Date received:</i>	<i>3 December 2021 (amended application form)</i>
<i>Statutory days:</i>	<i>146 days</i>
<i>Planner:</i>	<i>James Trimble</i>

Cr Keeble
Cr Prime

That a Notice of Decision to grant a planning permit be issued for Buildings and Works in association with a Golf Course (Clubhouse redevelopment and shedding) and Use and Buildings and Works for a Place of Assembly in accordance with the conditions outlined in Appendix 8.3.1.(a). and the following summarised reasons:

- 1. The proposal generally meets the relevant provisions of the:*
 - a. State and Local Planning Policy Framework;*
 - b. Special Use Zone - Schedule 6;*
 - c. Bushfire Management Overlay;*
 - d. Particular provisions including clause 52.06 Car parking, clause 52.34 Bicycle facilities, clause 53.02 Bushfire planning and clause 53.18 Stormwater management in Urban Development;*
 - e. Decision Guidelines at Clauses 65.01.*

Carried

PROPOSAL

The proposal involves Buildings and Works in association with a Golf Course (Clubhouse redevelopment and shedding) and Use and Buildings and Works for a Place of Assembly

The proposed Clubhouse redevelopment is setback 6.195 metres from Tawonga Crescent, approximately 15.8 metres from 2 Mountain Avenue, and more than 30 metres from every other lot boundary.

Following initial assessment of the application concerns were raised regarding the use of the proposed community pavilion forming part of the clubhouse redevelopment not being used in an ancillary manner to the existing golf course. In response to this, the application was amended to include a new use of place of assembly.

The proposed Clubhouse redevelopment is double storey and includes a 7 and 11 degree pitched skillion roof. The ground floor includes male and female change rooms with accessible toilets, kitchen store with goods lift and plant room, golf shop and management office, golf equipment hire and store, bin storage, and community space storage. The upper floor includes a club lounge, food and beverage with a commercial kitchen, cool room, toilets, and a community pavilion. The upper floor includes decking surrounding all buildings where seating is proposed. Acoustic insulation to ceilings and sound buffering planter boxes are proposed. The proposed Clubhouse redevelopment has a maximum building height of 8.2 metres above natural ground level. External materials and colours include Glenrowan granite on the ground floor, Colorbond Custom Orb Roofing in colour Wallaby, Spotted gum timber cladding in colour natural to the upper level and galvanised steel handrails and balustrading.

63 car spaces are proposed onsite including a loading bay and T head turning bay. These car spaces are proposed to be accessed via an existing vehicle access from Mountain

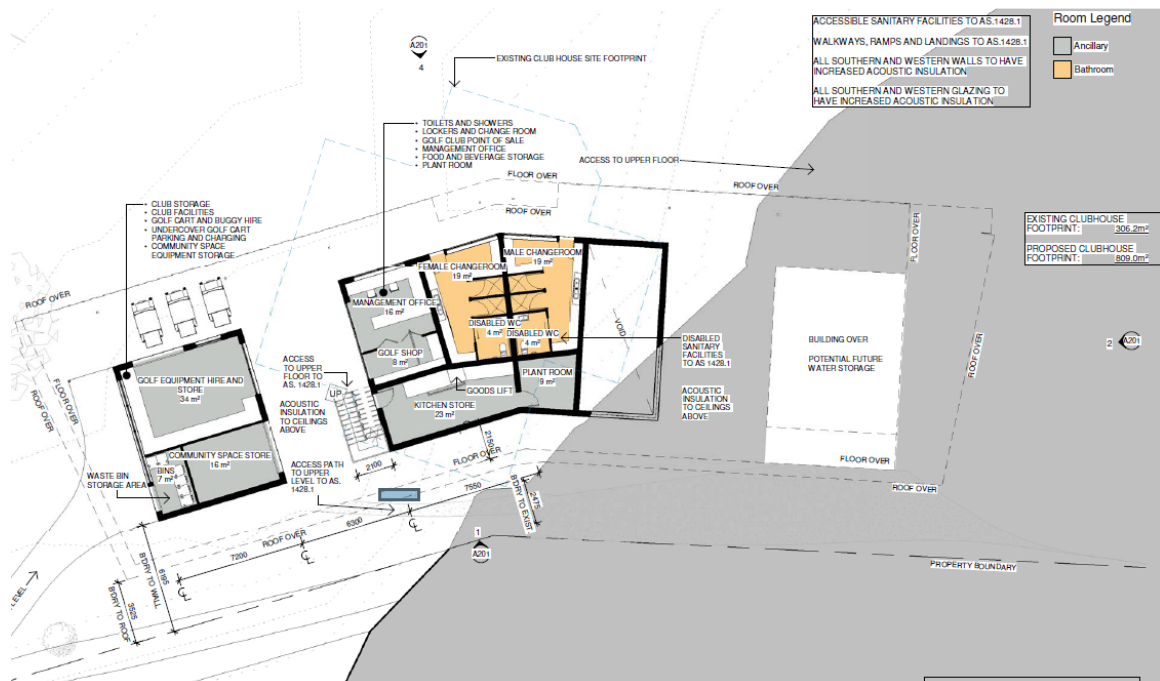
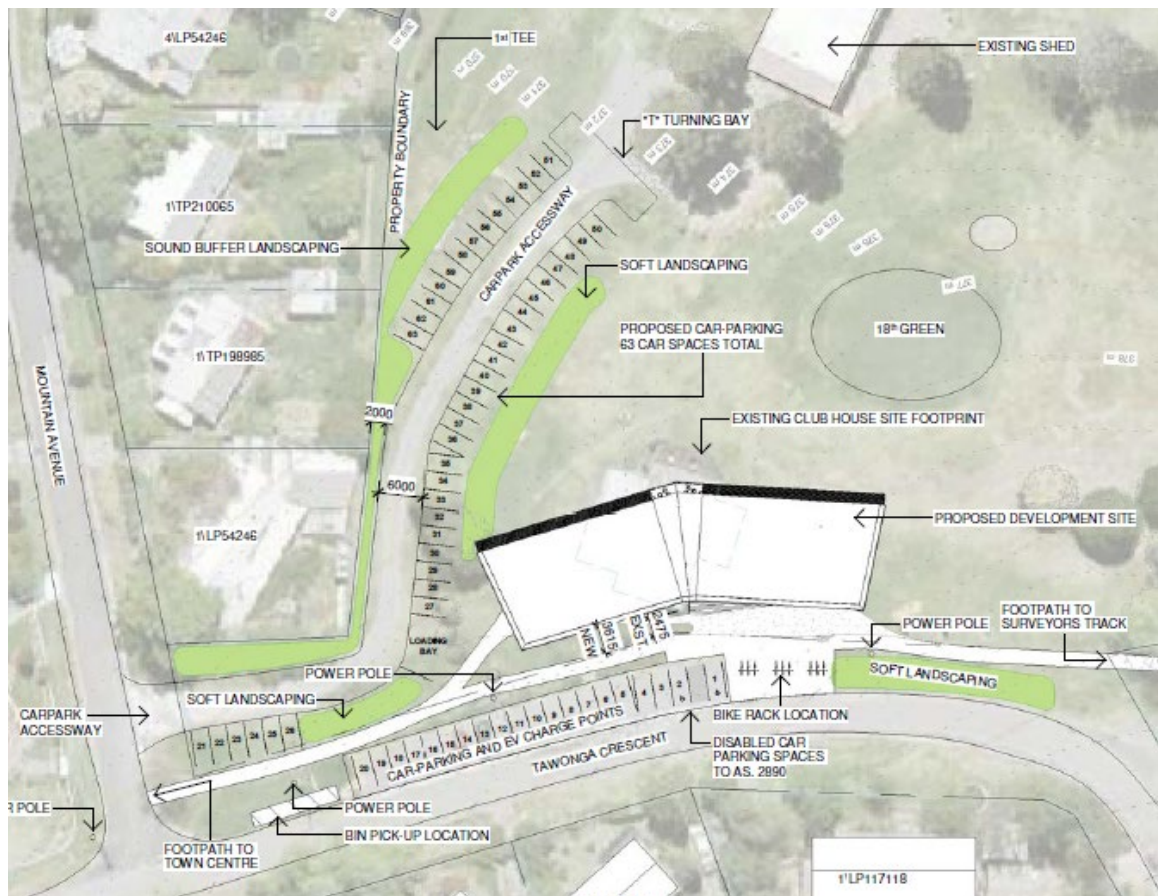
Avenue and are sited in close proximity of the proposed Clubhouse redevelopment. Soft landscaping is proposed surrounding the carparking spaces and accessway. A 10,000-litre capacity water supply tank is proposed to the east of the proposed clubhouse redevelopment.

Within the Tawonga Crescent verge abutting the site 20 car spaces are proposed including 2 disabled car spaces and a shared space. Bicycle racks for the parking of 6 bicycles, soft landscaping, and footpaths are also proposed in this verge.

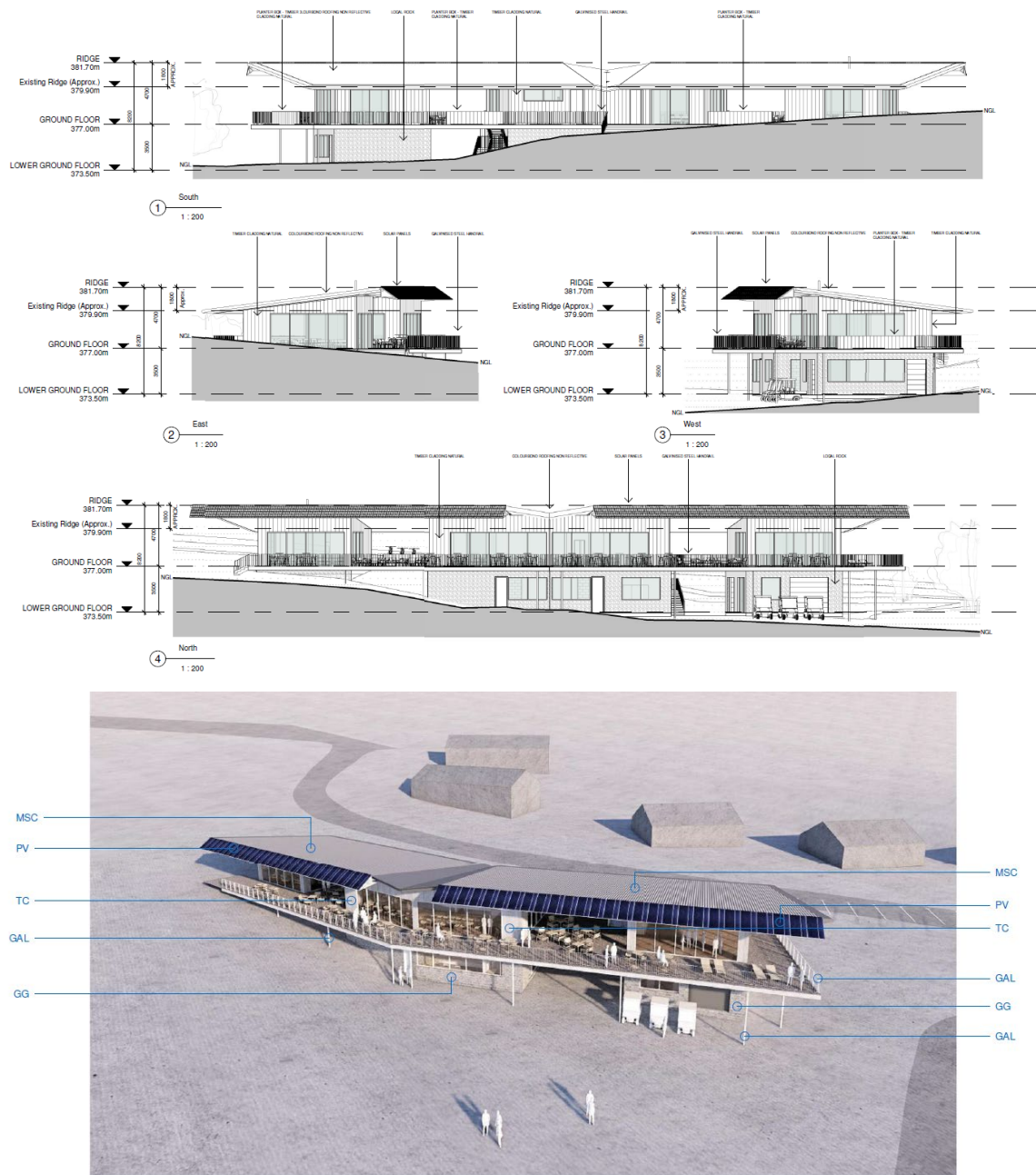
The proposed shedding (machinery shed) is setback one (1) metre from the common lot boundary with 31 Valley Avenue, 30.5 metres from Rock Pool Road, and more than 30 metres from every other lot boundary.

The proposed shedding is single storey and includes a 5-degree pitched skillion roof. The floor plan includes a workshop /store, shed and accessible toilet. Two (2) 10,000 litre capacity water storage tanks are proposed on the southern side of the proposed shedding. The proposed shedding has a maximum building height of 3.005 metres above natural ground level. External materials and colours include Lysaght customer orb corrugated steel colorbond in colour Cove.









MATERIALS

Ref.	Material	Colour	Ref.	Material	Colour	Ref.	Material	Colour
GC	Glenrowan Granite	Natural	TC	Timber Cladding: Spotted Gum	Natural	GAL	Galvanised Steel	Natural
MSC	Custom Orb Metal Sheet Cladding	Walaby	PV	PV Solar Screen	As manufactured			



Figures 1: Shows the proposed buildings and works on site.

It is recognised that clause 52.27 Licensed premises within the Alpine Planning Scheme requires planning permit approval from Alpine Shire Council for the use of the site to sell or consume liquor if any of the following apply:

- A licence is required under the Liquor Control Reform Act 1998.
- A different licence or category of licence is required from that which is in force.
- The hours of trading allowed under a licence are to be extended.
- The number of patrons allowed under a licence is to be increased.
- The area that liquor is allowed to be consumed or supplied under a licence is to be increased.

The application does not include any change in relation to the sale or consumption of liquor on the site. Should the application be supported a suitable note has been included advising that further planning permit approval would be required from Alpine Shire Council for a change in relation to the sale or consumption of liquor on the site.

SUBJECT LAND AND SURROUNDS

The site has a total area of 39.04 hectares, is irregular in shape and slopes up toward the south and south-western lot boundaries. There is an existing vehicle access point to the site near the intersection of Tawonga Crescent and Mountain Avenue. The site contains an existing clubhouse sited near Tawonga Crescent, associated shedding, vegetation, and 18 grassed golf course holes.

The site has an existing renewable limited liquor license (License No. 36098459). This license authorises the supply of liquor:

- on the licensed premises to a member of the club or a guest of a member for consumption on the licensed premises;
- on a part or parts of the licensed premises to a person attending a pre-booked function for consumption in the area where the function is being conducted;
- to a person from a specified point/s of sale during a sporting event.

Land to the north is zoned Farming and is affected by the Bushfire Management Overlay and Significant Landscape overlay - Schedule 1.

Land to the east is zoned Public Park and Recreation Zone and is affected by the Bushfire Management Overlay. This land contains substantial native vegetation.

Land to the south and west is predominately zoned General Residential Zone and is affected by the Bushfire Management Overlay. This land predominantly contains a single dwelling on each lot.

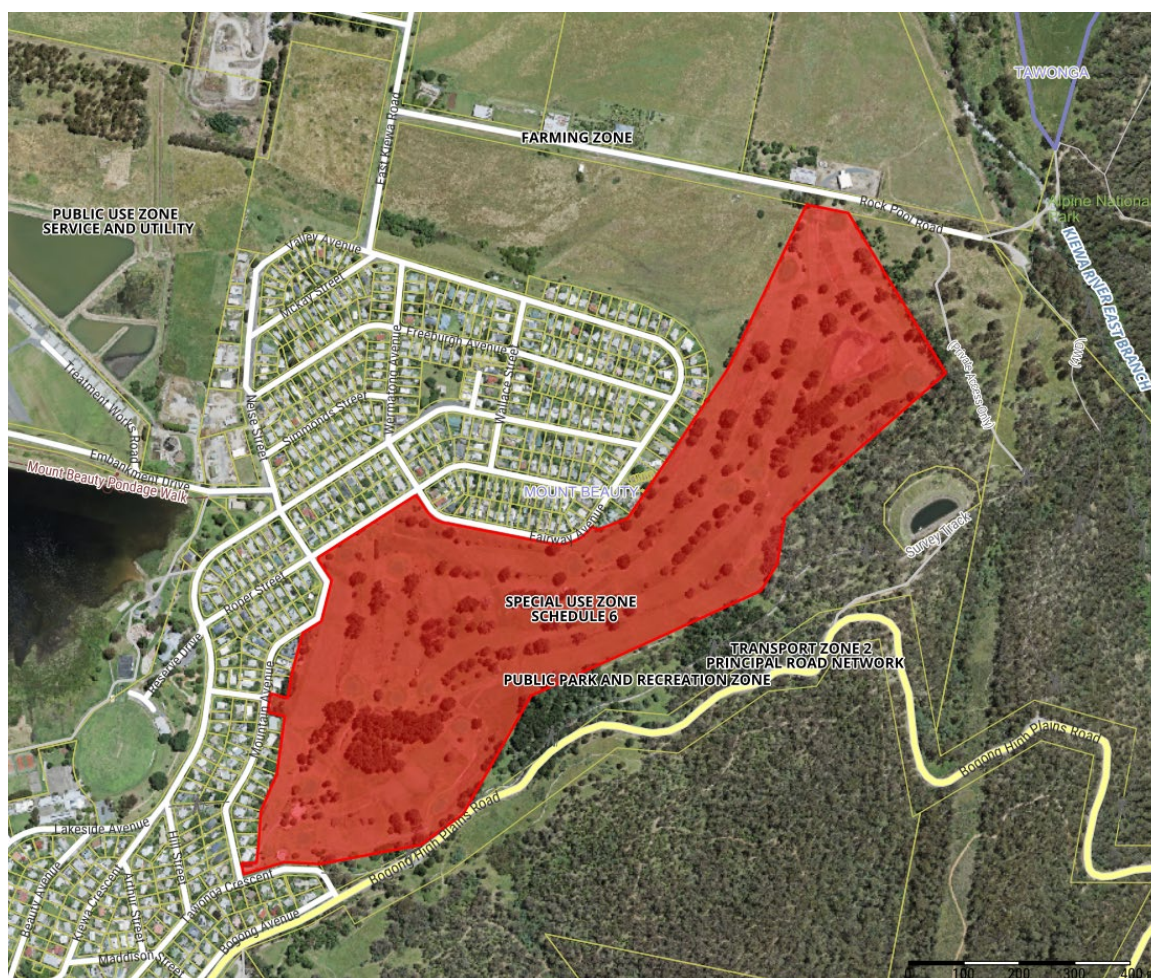


Figure 1: Subject land.

PUBLIC NOTIFICATION

The application was advertised in accordance with Section 52 of the *Planning and Environment Act 1987*. Notice of the application was sent to surrounding landholders and occupiers. A sign was displayed on the site. Eight (8) objections were received and maintained. The matters raised in the objections have been summarised as follows:

1. Negative illumination impacts associated with electric vehicle car charging, car parking and the buildings and works.
2. Excessive Noise impacts associated with patrons, staff, car parking, music, additional vehicles. EPA Act noise requirements may not be met.
3. Loss of views of Mt Emu.
4. There is no need for the proposal to occur and it will be underutilised.
5. Constitutes a major change to the existing use of the site.
6. Negative visual impact of car parking
7. Loss of privacy associated with car parking.
8. Do not want property dug up to replace sewer lines.
9. Negative overlooking impacts
10. Potential Property Devaluation

11. Inappropriate building height
12. Traffic congestion concerns
13. Traffic safety concerns
14. Air pollution concerns with additional vehicles
15. Associated Signage not addressed
16. Lack of landscaping
17. Concerns with increased operating hours
18. Concerns with increased patron numbers
19. Proposal does not fit with the existing neighbourhood character of the area. Does not fit into landscape due to size and visual bulk impacts. Proposed roof colour not in keeping with the surroundings.
20. Electric vehicle charging should be provided on private land.
21. Bicycle parking should be provided on private land.
22. Street setback concerns
23. Concerns with disabled access to the building from the street and lower car park level.

The applicant provided a response and amended plans in response to the submissions received. A petition of support with 241 signatures was submitted by the applicant. 20 letters of support were also submitted by the applicant.

A summary of the written response provided by the applicant is as follows.

2. Noise - An existing use has the ability to intensify the use without planning permission. Therefore, matters such as noise cannot be taken into consideration. The noise protocol will continue to apply (Noise limit and assessment protocol for the control of noise from commercial, industrial and trade premises and entertainment venues). This is incorporated into the Environment Protection Regulations and therefore it is inappropriate to refer to this protocol as a condition of a permit as it fits under legislation outside of the *Planning and Environment Act 1987*. It is the responsibility of VicPol and the EPA to enforce these protocols.
23. Disabled Access - Details of the accessibility construction requirements in accordance with the Building Code of Australia (BCA) have been notated on the amended plans submitted.

The assessing officer's response is provided as follows:

1. Illumination impacts - Australian Standard AS 4282-1977 Control of the obtrusive effects of outdoor lighting, includes controls around outdoor lighting. Should the application be supported suitable conditions and notes would be included to manage lighting impacts. In addition should the application be supported are car parking spaces including electric vehicle charging spaces will need to be re-sited so as to be contained wholly within the lot boundaries of the site.
2. Noise impacts associated with patrons, staff, car parking, music, additional vehicles. EPA Act noise requirements may not be met. – This is a relevant planning consideration pursuant to policy 13.05-1S Noise Abatement. Noise from Industry in Regional Victoria and State Environment Protection Policy (Control of Music Noise from Public Premises) No N-2, provides recommended maximum noise levels from

Commerce/Industry. Should the application be supported, suitable conditions and notes would be included to give legal effect to the relevant legislation and the recommended noise levels. It is understood the proposal may be able to be undertaken in accordance with the relevant legislation. Should the application be supported a suitable condition has been included to require the preparation, assessment, submission and approval of an acoustic assessment prepared by a suitably qualified and experienced acoustical engineer. In addition, should the application be supported a suitable condition has been included to require the preparation, submission and approval of a venue management plan. This plan will be required to cover the following matters:

- details of the hours of operation of all buildings and works authorised by this permit;
- details of any proposed special events and specific management strategies for dealing with such special events;
- security arrangements;
- management of aggressive or unruly patrons;
- details of the maximum number of patrons to be permitted on the premises;
- security lighting outside the premises;
- general rubbish storage and removal arrangements including hours of pick up;
- processes in place for limiting noise such as music, emptying bins, generators and from patrons in and around the venue;
- processes for managing litter in and around the venue;
- a complaint handling process to be put in place to effectively manage complaints received from neighbouring and nearby businesses and local residents. Including details of a complaints register to be kept at the premises. The register must include details of the complaint received (who, when, where, what), any action taken and the response provided to the complainant;
- details of the management methods to be employed to minimise queuing outside the venue;
- details of patron and resident management regarding outdoor areas to minimise impacts on the amenity of nearby properties;
- requirement for staff to read the management plan.

The EPA can issue notices that can require a business to

- stop an activity that is making noise
- reduce the noise
- install or maintain equipment
- tell EPA how they will control the noise
- monitor and report on the noise.

1. Loss of views of Mt Emu

Local Planning Policy 15.01-2S Building design includes an objective and strategies. The objective is 'To achieve building design outcomes that contribute positively to the local context and enhance the public realm.' The proposal is considered to meet this objective subject to conditions.

- a. Local Planning Policy 21.04-3 Landscapes includes objectives and strategies. The relevant objectives of this policy are:
 - i. *Protect the Shire's significant valley and alpine landscapes from inappropriate development.*
 - ii. *Minimise visual impacts on natural landscapes, especially from major viewing areas.*
 - iii. *Support development that maintains scenic qualities and demonstrates high levels of visual management where appropriate.*
 - iv. *Ensure that development is sensitive to the landscape values of the area.*
 - v. *Protect natural landscapes, with special emphasis on areas of greatest scenic quality and viewer interest.*
 - vi. *Protect and maintain the environmental, scenic and natural attributes of the approaches to the Alpine areas.*
 - b. The site is not covered by the any significant landscape overlay.
 - c. The proposal is not considered to result in the substantial loss of significant views from existing dwellings and other public areas.
2. Need for the proposal to occur – There is considered to be a need for the proposed development.
 3. Constitutes a major change to the existing use of the site. – The applicant has applied for use and building and works for a place of assembly, with the remainder of the proposed buildings and works being used for ancillary purposes to the existing golf course. VCAT has determined that planning permit approval is not required for an ancillary land use. Various decisions of the Courts and Tribunal have identified what would constitute an ancillary activity. In *Lizzio v Ryde MC* the High Court approved the statement of Glass JA in *Foodbarn Pty Ltd v Solicitor-General*:
 - *Where a part of land is used for the purpose which is subordinate to the purpose for which another part is used, the whole of the land is regarded as being used for the dominant purpose. The subordinate purpose is merely incidental or ancillary to the dominant purpose.*
 - *Where the whole of the land is used for more than one purpose, but the other purposes are subordinate, the whole of the land is regarded as being used for the dominant purpose.*
 - *Where the whole of the land is used for more than one purpose, non of which subserves the others, it is irrelevant to ask which of the purposes is dominant. If any one of the purposes is operating in a way which is independent and not merely incidental to others and it is prohibited, it is "immaterial that it is overshadowed by others".*

In *Alphonso v Casey City Council*

- *Ancillary activities are correctly regarded as part of the primary use.*
- *It is not particularly relevant whether the ancillary activities are similar or quite distinct from the primary use.*

- *Ancillary activities must be an adjunct, but not a necessary adjunct to the primary use. The ancillary activities can be "optional extras".*
- *The planning merits of the activities [whether a permit would be granted for then if they were a separate use] are not relevant in determining whether the activities are a separate use or not.*
- *A preference or desire for the Responsible Authority to control or restrict activities is not relevant to the assessment.*

Considering the above the proposed food and beverage, club lounge, golf equipment hire and store, management office, and golf shop are considered to be ancillary to the existing golf club, subject to the inclusion of suitable conditions should the application be supported.

1. Visual impact of car parking – The application has been assessed against clause 18.02-4S Car parking and clause 52.06 Car parking within the Alpine Planning Scheme. The application proposes landscaping between the side and rear of 2, 4, and 6 Mountain Ave and the onsite vehicular accessway and car parking spaces. Suitable conditions have included should the application be supported. There is existing rear lot boundary fencing at 2 Mountain Ave, Mount Beauty.
2. Privacy associated with car parking. – Clause 52.06 Car parking within the Alpine Planning Scheme includes the following decision guideline '*The amenity of the locality and any increased noise or disturbance to dwellings and the amenity of pedestrians.*' The application proposes landscaping between the side and rear of 2, 4, and 6 Mountain Ave and the onsite vehicular accessway and car parking spaces. There is existing rear lot boundary fencing at 2 Mountain Ave, Mount Beauty. Suitable conditions included should the application be supported.
3. Property dug up to replace sewer lines – Should the application be supported suitable conditions have been included to manage and minimise constriction impacts on the public and adjoining property owners. Further legislation exists beyond the *Planning and Environment Act 1987* which includes controls around construction activities.
4. Overlooking – The proposed buildings and works are setback more than 9 metres from the nearest adjoining dwelling. 9 metres is prescribed within the Victorian Rescode planning provisions as an acceptable separation distance between habitable rooms and secluded private open without requiring screening to a specific level. The proposal is not considered to result in an unacceptable level of overlooking.
5. Potential Property Devaluation – VCAT have determined that property values are not a relevant planning consideration.
6. Building height – The maximum building height proposed is 8.2 metres above natural ground level. Clause 32.08-10 within the Alpine Planning Scheme which applies to surrounding land zoned 'General Residential Zone' allows for a building height of up to 11 metres, and a building not containing more than 3 stories at any point. There are circumstances where a higher building may be considered. The proposal building height is considered suitable in the context of the surrounding planning controls relating to maximum building height.

7. Traffic congestion concerns - The application was referred to Alpine Shire Council Engineering Team for consideration of traffic impacts. Conditional consent was provided. There is considered to be capacity with the existing street network to accommodate the proposal. Should the application be supported a traffic impact assessment prepared by a suitably qualified and experienced engineer would be required. All car parking, bicycle parking and electric vehicle parking must be contained wholly within the site lot boundaries.
8. Traffic safety concerns – The application was referred to Alpine Shire Council Engineering Team for consideration of traffic impacts. Conditional consent was provided. Should the application be supported a traffic impact assessment prepared by a suitably qualified and experienced engineer would be required. Clause 52.06 Car parking within the Alpine Planning Scheme includes specific provisions and decision guidelines associated with traffic safety, such as lighting, natural surveillance, pedestrian visibility from adjacent buildings, and pedestrian routes through car parking area. Should the application be supported suitable conditions would be included to ensure that the relevant considerations have been met.
9. Air pollution concerns with additional vehicles - The *Environment Protection Act 2017* covers air pollution. The proposal could be undertaken in accordance with this legislation.
10. Associated signage not addressed – The application does not include any details of associated proposed signage. Signage on the site is subject to requirements of clause 52.05 Signs within the Alpine Planning Scheme. Category 3 provisions apply to the site. Further planning permit approval may be required from Alpine Shire Council for the construction and display of signage on the site.
11. Lack of landscaping – This a relevant planning consideration pursuant to the relevant planning policy framework, particular provisions, and general decision guidelines within the Alpine Planning Scheme. Soft landscaped areas are proposed however specific details have not been provided. Landscaping is proposed to provide screening to the vehicle accessway and onsite carparking spaces from 2, 4 and 6 Mountain Ave, Mount Beauty. Suitable conditions have been included should the application be supported. The subject site is covered entirely by the Bushfire Management Overlay, therefore landscaping will not provide total screening in accordance with the associated defensible space and vegetation management requirements, should the application be supported.
12. Concerns with increased operating hours – The application proposes Buildings and Works in association with a Golf Course (Clubhouse redevelopment and shedding); and Use and Buildings and Works for a Place of Assembly. As the Golf Course use is existing, Council is unable to restrict its operating hours through this planning permit. In regards to the place of assembly use suitable conditions have been included to ensure that it operates in accordance with the relevant noise legislation, which are interrelated with operating hours (i.e., during certain hours a lesser decibel rating applies), and prevent operating from 11pm to 7am which is associated with likely future liquor service.

13. Concerns with increased patron numbers - A suitable condition has been included should the application be supported. For the proposed internal building areas this a relevant occupancy permit consideration.
14. Proposal does not fit with the existing neighbourhood character of the area. Does not fit into landscape due to size and visual bulk impacts. Proposed roof colour not in keeping with the surroundings. The existing character of the area is considered to be influenced by the five (5) adjoining sites in all directions.
 - *Respecting character does not mean preventing change. The neighbourhood character standard is not intended to result in the replication of existing building stock or stop change. In simple terms, respect for the character of a neighbourhood means that the development should try to 'fit in'.*
 - *A minimum 6.195 metre street setback is proposed to solid walls forming part of the proposed development. This setback is similar to existing development in the neighbourhood character area, and existing dwellings fronting Tawonga Crescent.*
 - *The building is separated into 3 modules on the upper floor and 2 modules on the lower level. Each module is connected with a single roof. The largest module is the upper level food and beverage which has a floor area of 101sqm. This floor area is similar to existing dwelling floor areas in the neighbourhood character area, and existing dwellings fronting Tawonga Crescent.*
 - *The roof colour proposed is Wallaby. This is a mid-grey colour, and considered to be appropriate in the context of the neighbourhood character area which includes mid grey colour roofs. The proposed roof colour is considered appropriate.*
 - *Surrounding land zoned 'General Residential Zone' allows for development up to 11 metres and no more than 3 stories. The subject application proposes a building height from the lower ground floor of 8.2 metres. The slope of the area of the proposed buildings and works means that a significant portion of the proposed development is viewed as single storey from Tawonga Crescent.*

The proposed is considered to fit into the streetscape and neighbourhood character of the area.

1. Electric vehicle charging should be provided on private land. – An electric vehicle charging station is exempt from requiring planning permit approval from Alpine Shire Council on the site and in the Tawonga Crescent and Mountain Avenue Road reserves, pursuant to clauses 62.01 and 62.02-2 within the Alpine Planning Scheme. Alpine Shire Council Engineering team have advised that electric vehicle charging must be provided entirely within the lot boundaries of the site and not in any road reserve. A suitable condition has been included should the application be supported.
2. Bicycle parking – The application has been assessed against the provisions of clause 52.34 Bicycle Facilities within the Alpine Planning Scheme. Pursuant to requirements of table 1, 4 employee and 4 visitor bicycle spaces should be provided on the site. The application proposes the provision of 9 bicycle spaces at bike racks in the Tawonga Crescent verge directly abutting the site, and in close proximity of the

entrances to the proposed buildings and works. Alpine Shire Council Engineering Team have advised that all bicycles spaces must be provided within the lot boundaries of the site. The application has been assessed against the decision guidelines of clause 52.34 Bicycle facilities within the Alpine Planning Scheme and is considered appropriate subject to conditions, should the application be supported.

3. Tawonga Crescent Lot Boundary Setback – The application proposes a minimum setback to the Tawonga Crescent lot boundary of 3.615 metres. This proposed setback is greater than the existing building on the site and considered appropriate. This 3.615 metre setback is to the roof of the proposed buildings and works. A 6.195 metre setback is proposed to the wall of the buildings and works.
4. Disabled Access - Disabled access requirements apply via the relevant building legislation should this application be approved. The plans indicate the provision of 2 on street disabled accessible car spaces, in close proximity to the upper-level entry points, and access paths to the upper and lower levels to be provided in accordance with AS1426.1. The plans also indicate a disabled W/C on both levels. Alpine Shire Council Engineering Team have advised that all car parking associated with the proposal must be contained wholly within the lot boundaries of the site. Therefore onsite disabled accessible parking including associated shared spaces are required. Suitable conditions and notes have been included should the application be supported.

An online planning forum was held on 24 February 2022 with Councillors, relevant Council Staff, objectors and the applicants including their representatives.

REFERRALS

Referrals / Notice	Advice / Response / Conditions
Section 55 referrals	Country Fire Authority - No objection, subject to conditions. Goulburn Murray Water - No objection and no concerns
Internal referrals:	Alpine Shire Council Health Team - No objection subject to conditions. Alpine Shire Council Engineering Team - No objection subject to conditions. Alpine Shire Council Sustainability Coordinator - No response within the required timeframe.

PLANNING ASSESSMENT

All applicable policy and decision guidelines can be found in Attachment 8.3.1(b).

State Planning Policy Framework

The following State Planning Policy Framework (SPPF) gives support to the proposal.

15.01-4S Healthy Neighbourhoods - *To achieve neighbourhoods that foster healthy and active living and community wellbeing.*

15.01-5S Neighbourhood character - *Support development that respects the existing neighbourhood character or contributes to a preferred neighbourhood character.*

Local Planning Policy Framework

The following Local Planning Policy Framework (LPPF) gives support to the proposal.

21.03-1 Townships and villages - *Make provision for the distribution of social infrastructure across townships to meet local needs and ensure a higher level of accessibility.*

21.03-4 Built form and heritage - *Facilitate the timely provision of a range of community and recreation facilities to meet the needs of local residents, and to promote accessibility, community health and cohesion.*

Zoning

The subject land is zoned Special Use Zone - Schedule 6. The proposal is consistent with the purposes and decision guidelines of the Special Use Zone - Schedule 6 for the following reasons:

- The proposal provides for the use and development of land as a golf course and associated land uses.

Bushfire Management Overlay

The land is covered entirely by the Bushfire Management Overlay. There is a planning permit trigger for the proposal at clause 44.06-2. The application was referred to the Country Fire Association (CFA) for comment. Conditional consent was provided. The application is considered to meet the relevant requirements of the Bushfire Management Overlay, subject to the submission of an amended Bushfire Management Plan. A suitable condition has been included should the application be supported.

Particular Provisions

Clause 52.06 – Car parking

In accordance with the requirements of table 1 within this clause a golf course requires 4 car spaces to each hole, plus 50% of the relevant requirement of any ancillary uses. No new holes are proposed and the proposal does not result in the reduction of any existing onsite car parking spaces. The proposed ancillary uses include shop, food and drinks premise and restricted recreation facility. In accordance with the requirements of table 1 within this clause a place of assembly use requires 0.3 car spaces to each patron permitted. The applicant has not stated how many patrons are associated with the proposed place of assembly. 20 on street car spaces and 42 onsite car spaces are proposed. This is considered adequate subject to the inclusion of suitable conditions and the provision of all car spaces within the lot boundaries of the site. A detailed assessment of the proposal against the provisions of Clause 52.06 is contained on the planning file – reference no. P.2021.142.

Clause 52.34 – Bicycle facilities

In accordance with the requirements of table 1 within this clause a minor sports and recreation facility requires 1 bicycle space per 4 employees, plus 1 visitor bicycle space to each 200sqm of nett floor area. 15 employees are proposed. 9 on street bicycle parking spaces are proposed. This is considered adequate subject to the inclusion of suitable conditions and the provision of all bicycle spaces within the lot boundaries of the site. A detailed assessment of the proposal against the provisions of Clause 52.34 is contained on the planning file – reference no. P.2021.142.

Clause 53.02 – Bushfire Planning

The application was referred to the Country Fire Association (CFA) for comment. Conditional consent was provided. The application is considered to meet the relevant requirements of this clause, subject to conditions. A detailed assessment of the proposal against the provisions of Clause 53.02 is contained on the planning file – reference no. P.2021.142.

Clause 53.18 – Stormwater management in urban development

Clause 53.18 of the Alpine Planning Scheme provides the stormwater management provisions that apply to proposal. The application was referred to Alpine Shire Council Engineering team for consideration of stormwater impacts. Conditional consent was provided. A detailed assessment of the proposal against the provisions of Clause 53.18 is contained on the planning file – reference no. P.2021.142. The proposal is generally in accordance with the considerations of this clause, subject to the inclusion of suitable conditions.

General Provisions

Clause 65.01 of the Alpine Planning Scheme provides the general decision guidelines that must be considered before deciding on an application. A detailed assessment of the proposal against the provisions of Clause 65.01 is contained on the planning file – reference no. P.2021.142. The proposal is generally in accordance with the decision guidelines.

CONCLUSION

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

1. The proposal generally meets the relevant provisions of the:
 - a. State and Local Planning Policy Framework;
 - b. Bushfire Management Overlay
 - c. Particular provisions including clause 52.06 Car parking, clause 52.34 Bicycle facilities, clause 53.02 Bushfire planning and clause 53.18 Stormwater management in Urban Development.
 - d. Decision Guidelines at Clause 65.01.

DECLARATION OF CONFLICT OF INTEREST

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

- Director Corporate Performance
- Manager Planning and Amenity
- Planning Officer

APPENDICIES

8.3.1.a. Conditions

8.3.1.b. Policy and decision guidelines

Appendix 8.3.1.a. - Conditions**Additional Information/Plans Required**

1. Before the use and buildings and works authorised by this permit starts, additional plan(s) and information must be submitted to and approved by the responsible authority. When approved, the plan(s) will be endorsed and will then form part of the permit. The plan(s) must be drawn to scale with dimensions. The additional plan(s) must show
 - a. Landscaping:
 - i. A survey (including botanical names) of all existing vegetation to be retained and/or removed.
 - ii. The planting of soft landscaping in all areas surrounding car parking spaces, vehicle accessways and the clubhouse redevelopment in order to soften its presence from both surrounding properties, roadways and the broader public realm.
 - iii. The planting of established (minimum 2 metre high) evergreen bushes and/or trees on the site between the common lot boundaries with existing dwellings to the east of the site and the proposed onsite car parking spaces and onsite vehicle accessways.
 - iv. A landscaping and planting schedule of all proposed trees, shrubs and ground cover, including the botanical name, common name, siting, quantity, size at time of planting, and size at maturity.
 - v. Details of weed and invasive plant species management.
 - vi. Landscaping consistent with the vegetation management requirements of clause 53.02 Bushfire Planning within the Alpine Planning Scheme, where defensible space is proposed.
 - vii. Details of all surface finishes of pathways, accessways, and car parking spaces.
 - viii. The means of watering/irrigation proposed to be used.
 - ix. All species selected must be to the satisfaction of the responsible authority.
 - b. The size, siting and design of all external lighting, which complies with the requirements of condition 7. within this permit.
 - c. A Traffic Impact Assessment report in accordance with the requirements of condition 37. within this permit.
 - d. An acoustic assessment report prepared by an appropriately qualified and experienced acoustical engineering demonstrating that the proposal can be undertaken in accordance with the relevant EPA legislation and demonstrating compliance with the requirements of conditions 12, 13, 14 and 15. within this permit.
 - e. A venue management plan which includes details of the following:
 - i. details of the hours of operation of all buildings and works authorised by this permit;
 - ii. details of any proposed special events and specific management strategies for dealing with such special events;

- iii. security arrangements;
- iv. management of aggressive or unruly patrons;
- v. details of the maximum number of patrons to be permitted on the premises;
- vi. security lighting outside the premises;
- vii. general rubbish storage and removal arrangements including hours of pick up;
- viii. processes in place for limiting noise such as music, emptying bins, generators and from patrons in and around the venue;
- ix. processes for managing litter in and around the venue;
- x. a complaint handling process to be put in place to effectively manage complaints received from neighbouring and nearby businesses and local residents. Including details of a complaints register to be kept at the premises. The register must include details of the complaint received (who, when, where, what), any action taken and the response provided to the complainant;
- xi. details of the management methods to be employed to minimise queuing outside the venue;
- xii. details of patron and resident management regarding outdoor areas to minimise impacts on the amenity of nearby properties;
- xiii. requirement for staff to read the management plan.

Amended Plans Required

2. Before the use and buildings and works authorised by this permit start(s), amended plans to the satisfaction of the responsible authority must be submitted to and approved by the responsible 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. The plans must be generally in accordance with the plans submitted with the application but modified to show:
 - a. Compliance with the Country Fire Authority condition 49. in this permit.
 - b. All proposed car and bicycle parking spaces being provided within the lot boundaries of the site.
 - c. Carparking spaces and vehicle access areas designed, constructed and delineated in accordance with clause 52.06-9 Design standards for Car Parking within the Alpine Planning Scheme.
 - d. The provision of a vehicle passing area at the entrance off Mountain Avenue at least 6.1 metres wide and 7 metres long.
 - e. The design of the bicycle spaces complying with the requirements of clause 52.34-6 Design of Bicycle Spaces within the Alpine Planning Scheme. Each bicycle space must provide a space for a bicycle of minimum dimensions of 1.7 metres in length, 1.2 metres in height and 0.7 metres in width at the handlebars.
 - f. Compliance with the recommendations of the acoustic assessment report endorsed in accordance with the requirements of condition 1. within this permit.
 - g. Compliance the recommendations of the Traffic Impact Assessment report endorsed in accordance with the requirements of condition 1. within this permit

Endorsed Plans

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

Hours of Operation

4. The place of assembly use authorised by this permit may operate only between the hours of 7am to 11pm, 7 days a week unless otherwise approved in writing by the responsible authority.

Patrons

5. Not more than 28 patrons may be present within the place of assembly (community pavilion) at any one time without the prior written consent of the responsible authority.
6. Not more than 80 patrons may be present on the level 1 decking area surrounding the clubhouse development at any one time without the prior written consent of the responsible authority.

External Lighting

7. All external lighting provided on the site must be suitably baffled so that no direct light is emitted beyond the boundaries of the site and no nuisance is caused to adjoining properties, to the satisfaction of the responsible authority.

Construction management

8. Prior to the commencement of construction, a construction management plan shall be submitted to and approved by the responsible authority. When approved, the plan will be endorsed and will then form part of this permit. The plan must outline how issues such as access disruption, car parking, noise, mud on roads, dust generation and erosion and sediment control measures will be employed throughout the construction stage of the development to the satisfaction of the responsible authority. Details of a contact person/site manager must also be provided, so that this person can be easily contacted should any issues arise.
9. An area for the storage of construction materials must be designated prior to the arrival of equipment and materials onsite.
10. The owner/developer must ensure that all construction activity complies with the following.
 - a. Construction hours are limited to between 7am to 5pm Monday to Friday and 8am to 1pm on Saturdays. No construction activities are to be undertaken on public holidays or Sundays
 - b. The site must always be maintained in a neat and tidy condition and no building materials or rubbish are to be stored or allowed to spill into adjoining sites. Any excavated material not required must be immediately disposed of off-site.

- c. At the completion of the buildings and works all excess materials must be removed.
- d. Parking must be contained within the construction area as identified within the endorsed construction plan.
- e. The construction area must be securely fenced at all times during the buildings and works.
- f. All disturbed surfaces on the land resulting from the development must be stabilised.
- g. Surrounding residents must be advised of any possible disruption to utility services or access with at least 48hrs notice to be given.

All to the satisfaction of the responsible authority.

- 11. Construction must be carried out in accordance with sediment control principles as outlined in "Construction Techniques for Sediment Pollution Control" EPA 1991.

Noise

- 12. Noise levels emanating from the premises must not exceed those required to be met under State Environment Protection Policy (Control of Music Noise from Public Premises), No. N-2 and EPA Guideline Noise from Industry in Rural Victoria.
- 13. All security alarms or similar devices installed on the land must be of a silent type in accordance with any current standard published by Standards Australia International Limited and be connected to a security service.
- 14. No external sound amplification equipment or loudspeakers are to be used for the purpose of announcement, broadcast, playing of music or similar purpose.
- 15. Any exhaust fans associated with the development must be fitted with silencers and sited as far away from existing dwellings as far as reasonably practical.

Use

- 16. Any use of the land for any retail sales must remain ancillary to the existing golf course use to the satisfaction of the Responsible Authority and must at no time constitute a shop by having at least:
 - a. 75% of sales floor space used for golf related equipment, and;
 - b. 75% of all products offered for sale being golf related.
- 17. The sale of food and drink for immediate consumption on, or off the premises must remain ancillary to the existing golf course use to the satisfaction of the Responsible Authority.

External Materials and Colours

- 18. The external materials of the building(s) including the roof must be constructed in materials of muted colours, to the satisfaction of the responsible authority. No materials having a highly reflective surface shall be used. For the purposes of this condition 'highly reflective' includes but is not limited to unpainted zincalume.

Garbage Storage

19. Provision must be made on the land for the storage and collection of garbage and other solid waste. This area must be screened from public view to the satisfaction of the responsible authority.

Landscaping Works

20. Before the commencement of use of the buildings and works authorised by this permit or by such later date as is approved by the responsible authority in writing, the landscaping works shown on the endorsed plans must be completed to the satisfaction of the responsible authority.
21. The landscaping shown on the endorsed plans must be maintained to the satisfaction of the responsible authority, including that any dead, diseased or damaged plants are to be replaced.

Mandatory Bushfire Conditions

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

Car parking

23. No less than 63 car space(s) must be provided on the land for the use and buildings and works authorised by this permit, including spaces clearly marked for use by disabled persons (if required).
24. Areas set aside for car parking, the loading/unloading of goods, and movement of vehicles as shown on the endorsed plans must be made available for such use and must not be used for any other purpose.

Un/loading of goods

25. The un/loading of goods must only be carried out within designated onsite un/loading spaces, and must not substantially impede on vehicular, cyclist and pedestrian movements, to the satisfaction of the responsible authority.
26. Deliveries to and from the site must only take place between:
- a. 7 am and 7 pm Monday to Friday.
 - b. 7 am and 5 pm Saturday
 - c. 10 am and 5 pm Sunday or public holiday

Goods Storage

27. All goods, refuse and packaging material associated with the development must be stored within the premises at all times unless the Responsible Authority has approved, in writing, alternative arrangements.

Bicycle Facilities

28. No less than 9 bicycle space(s) must be provided at bicycle rails on the land for the use and buildings and works authorised by this permit
29. All bicycle facilities should be constructed in accordance with the requirements of Australian Standard AS 2890.3 1993 Parking facilities Part 3: Bicycle parking facilities to the satisfaction of the responsible authority.
30. Bicycle spaces should:
 - a. Provide a space for a bicycle of minimum dimensions of 1.7 metres in length, 1.2 metres in height and 0.7 metres in width at the handlebars.
 - b. Be located to allow a bicycle to be ridden to within 30 metres of the bicycle parking space.
 - c. Be located to provide convenient access from surrounding bicycle routes and main building entrances.
 - d. Not interfere with reasonable access to doorways, loading areas, access covers, furniture, services and infrastructure.
 - e. Not cause a hazard.
 - f. Be adequately lit during periods of use.
31. Bicycle rails should:
 - a. Be securely fixed to a wall or to the floor or ground.
 - b. Be sited in close proximity of the main pedestrian to the building.
 - c. Be in a highly visible location for bicycle security (when not in a compound).
 - d. Be of a shape that allows a cyclist to easily lock the bicycle frame and wheels.
 - e. Be located to allow easy access to park, lock and remove the bicycle.

- Alpine Shire Council Environmental Health Team Conditions -

32. The proposed food premises must be designed in accordance with the requirements of the FSANZ Food Standards Code and Australian Standard. An application must be made to Council's Environmental Health Unit to have the design assessed for compliance prior to any work commencing. All food premises as defined by the *Food Act 1984* must notify/register with Council's Environmental Health Unit prior to commencing operations.
33. As the proposed development is located within a sewer district, the applicant must connect to a reticulated sewerage system.
34. The premises must ensure 'No Smoking' signs are displayed and all outdoor dining areas comply with the requirements of the Tobacco Act 1987.

- Alpine Shire Council Engineering Team Conditions -**Detailed Construction Plans**

35. Prior to commencement of construction, detailed construction plans must be submitted to and approved by Alpine Shire Council. Construction detail shall be generally in accordance with Council's Infrastructure Design Manual (www.designmanual.com.au). 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 shall include proposed construction detail, further information or modifications to:

- a. Internal driveway and car parking seal type
- b. Concrete footpaths, showing linkage of the clubhouse development to the existing footpath network in the Tawonga Crescent verge abutting the site to existing walking tracks.
- c. Underground drainage system
- d. Vehicular crossings
- e. Access and parking
- f. Loading and unloading zone
- g. Appropriate intersection and traffic control/mitigation measures
- h. Stormwater retention and quality treatments

Defect identification - Council's Assets

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

Traffic Impact Assessment Report

37. Prior to commencement of construction, the applicant shall provide a Traffic Impact Assessment Report in accordance with the requirements of the Infrastructure Design Manual to the satisfaction of Alpine Shire Council.

Urban Drainage Works

38. Prior to commencement of use of the buildings and works authorised by this permit, all stormwater and surface water discharging from the site, buildings and works must be conveyed to the legal point of discharge by underground pipe to the satisfaction of the Alpine Shire Council. No effluent or polluted water of any type may be allowed to enter the Council's stormwater drainage system. The legal point of discharge (LPOD) for this site is on-site detention and dispersal. All roof water from buildings and surface water from paved areas must be collected and discharged to the LPOD to avoid any nuisance discharge to adjacent land, to the satisfaction of the responsible authority.

Drainage Discharge Plan

39. Prior to commencement of construction, a properly prepared drainage discharge plan with computations must be submitted to, and approved by, Alpine Shire Council. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions. The information

submitted must show the details listed in Council's Infrastructure Design Manual and be designed in accordance with the requirements of that manual. The information and plan must include:

- a. details of how the works on the land are to be drained, retarded and dispersed.
- b. underground pipe drains conveying stormwater to the legal point of discharge
- c. measures to enhance stormwater discharge quality to protect downstream waterways. in accordance with "Urban Stormwater Best Practice Environmental Management Guidelines" 1999.
- d. Prior to commencement of use of the building and works authorised by this permit, all works constructed or carried out must be in accordance with those plans - to the satisfaction of Alpine Shire Council.

Urban Vehicle Crossing Requirements

40. Prior to commencement of use of the buildings and works authorised by this permit, vehicular crossings shall be constructed in accordance with the endorsed plan(s) to the satisfaction of the Alpine Shire Council, and shall comply with the following:
 - a. standard vehicular crossings shall be constructed at right angles to the road to suit the proposed driveways, and any existing redundant crossing shall be removed and replaced with concrete kerb and channel and landscaping to match into the surrounding profile. The vehicle crossing must be constructed of plain grey concrete.
 - b. Any proposed vehicular crossing shall have satisfactory clearance to any side-entry pit, power or Telecommunications pole, manhole cover or marker, or street tree. Any relocation, alteration or replacement required shall be in accordance with the requirements of the relevant Authority and shall be at the applicant's expense;
 - c. crossings shall be constructed of concrete and be generally in accordance with IDM drawing SD240
 - d. Any informal vehicle accesses currently in use are to be closed off and signage installed to encourage patrons to use the access from Mountain Ave and dedicated parking.

Car Park Construction Requirements

41. Prior to commencement of construction, detailed layout plans demonstrating compliance with AustRoads Publication 'Guide to Traffic Engineering Practice : Part 11 Parking' and to the satisfaction of the relevant authority must be submitted to and approved by the Alpine Shire Council. The plans must be drawn to scale with dimensions.
42. Prior to commencement of use of the buildings and works authorised by this permit, the area(s) set aside for parking of vehicles and access lanes as shown on the endorsed plans must be:
 - a. Surfaced with an appropriate bituminous surface (asphalt or spray seal) applied over an appropriate standard crushed rock pavement. Details of bituminous

- surface and pavement construction detail must be submitted and approved by the Alpine Shire Council prior to work commencing
- b. drained in accordance with an approved drainage plan;
 - c. driveway is to be offset from boundary fence to allow for all required drainage and vegetation planting
 - d. line-marked to indicate each car space and all access lanes;
 - e. properly illuminated with lighting designed, baffled and located to the satisfaction of the Alpine Shire Council to prevent any adverse effect on adjoining land;
 - f. measures taken to prevent damage to fences or landscaped areas of adjoining properties and to prevent direct vehicle access to an adjoining road other than by a vehicle crossing;
 - g. Provision of traffic control signage and or structures as required;
 - h. Provision of signage directing drivers to the area(s) set aside for car parking. Such signs are to be located and maintained to the satisfaction of the Alpine Shire Council. This sign must not exceed 0.3 square metres.
 - i. All electric vehicle charging and parking lot to be provided inside the lot

Employer and Employee Parking

43. Employer & employee vehicles must be parked in the nominated car spaces at all times. Vehicles under the control of the operator or the operator's staff must not be parked on Mountain Avenue or Tawonga Crescent.

Vehicle Turning

44. All car parking spaces must be designed to allow vehicles to drive forwards when entering and leaving the property. A turning template is to be shown on the approved drawing which clearly indicates a B85 vehicle is capable of achieving the required movements.

Loading and Unloading

45. The loading and unloading of goods from vehicles must only be carried out on the land subject to this permit (within the designated loading bay(s) and must not disrupt the circulation and parking of vehicles on the land).

Bicycle Racks

46. Bicycle racks shall be installed at the expense of the applicant. Bicycle racks shall be designed, constructed and located inside the lot to the satisfaction of the Alpine Shire Council.

Construction Management Plan

47. Soil erosion control measures must be employed throughout the construction stage of the development to the satisfaction of the Alpine Shire Council.

No Mud on Roads

48. Appropriate measures must be implemented throughout the construction stage of the development to rectify and/or minimise mud, crushed rock or other debris being carried onto public roads and footpaths from the subject land, to the satisfaction of the Alpine Shire Council.

- Country Fire Authority Conditions -**Bushfire Management Plan**

49. Before the development starts, a Bushfire Management Plan must be submitted to and endorsed by the Responsible Authority. Once endorsed the plan must not be altered unless agreed to in writing by CFA and the Responsible Authority. The plan must be generally in accordance with the plan prepared by Mountain Planning (Ref. 19 Tawonga Crescent, Mt Beauty BMP, Rev 0, dated 9th August 2021) but modified to replace the conditions for Access with:

- a. Clubhouse Access
 - i. Access for fire-fighting purposes must be provided to the clubhouse as follows:
 - ii. All weather construction.
 - iii. A load limit of at least 15 tonnes.
 - iv. Provide a minimum trafficable width of 3.5 metres
 - v. Be clear of encroachments for at least 0.5 metre on each side and at least 4 metres vertically.
 - vi. Curves must have a minimum inner radius of 10m.
 - vii. The average grade must be no more than 1 in 7 (14.4 per cent) (8.1 degrees) with a maximum of no more than 1 in 5 (20 per cent) (11.3 degrees) for no more than 50m.
 - viii. Dips must have no more than a 1 in 8 (12.5 per cent) (7.1 degrees) entry and exit angle.
- b. Machinery Shed Access
 - i. Access for fire-fighting purposes must be provided to the machinery shed as follows:
 - ii. All weather construction.
 - iii. A load limit of at least 15 tonnes.
 - iv. Provide a minimum trafficable width of 3.5 metres
 - v. Be clear of encroachments for at least 0.5 metre on each side and at least 4 metres vertically.
 - vi. Curves must have a minimum inner radius of 10m.
 - vii. The average grade must be no more than 1 in 7 (14.4 per cent) (8.1 degrees) with a maximum of no more than 1 in 5 (20 per cent) (11.3 degrees) for no more than 50m.
 - viii. Dips must have no more than a 1 in 8 (12.5 per cent) (7.1 degrees) entry and exit angle.

- ix. Incorporate a turning area for fire fighting vehicles close to the building by one of the following:
 - A. A turning circle with a minimum radius of eight metres.
 - B. A driveway encircling the building
 - C. The provision of vehicle turning heads – such as a T or Y head – which meets the specification of Austroad Design for an 8.8 metre Service Vehicle.

Expiry

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

- a. the development is not started within two (2) years of the date of this permit.
- b. the development is not completed within four (4) years of the date of this permit.
- c. the use is not started within four (4) years of the date of this permit.

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

- End of Conditions -**Planning Notes**

1. This permit does not authorise approval under the Building Act. It is the responsibility of the applicant to determine if a building permit is required for the proposed buildings and works.
2. A road opening/crossing permit must be obtained from the responsible authority prior to working in or occupying the road reserve with construction equipment or materials. Applications may be accessed from the Alpine Shire Council website.
3. The facilities approved by this permit shall be constructed and maintained to accord with all relevant legislation (Federal or State), Australian Standards, or any other design requirements relating to access or other issues affecting people with disabilities to the satisfaction to the Alpine Shire Council.
4. Disabled car parking spaces must be clearly marked in accordance with the relevant Australian Standards and provided as close as practicable to pedestrian entrances of the clubhouse building.
5. Australian Standard AS 4282-1977 Control of the obtrusive effects of outdoor lighting, includes controls around outdoor lighting.
6. The *Environment Protection Act 1970* covers air pollution, including odour. Section 41 says that businesses must not pollute the air to make it unsafe or offensive to others. For further information it is recommended that you contact Alpine Shire Environmental Health Department and the Environmental Protection Authority.

7. Unless no permit is required under the planning scheme, no sign must be constructed or displayed without a further permit.
8. Unless no permit is required under the planning scheme, any change in relation to the sale or consumption of liquor on the site requires further planning permit approval from Alpine Shire Council.

Appendix 8.3.1.b. POLICY AND DECISION GUIDELINES

All of the below mentioned relevant planning considerations from the Alpine Planning Scheme may be viewed at the following link: <https://planning-schemes.delwp.vic.gov.au/schemes/alpine>.

State Planning Policy Framework

The State Planning Policy Framework (SPPF) provides relevant direction to the proposal at the following clauses:

- 13.01-1S Natural hazards and climate change
- 13.02-1S Bushfire planning
- 13.05-1S Noise abatement
- 13.06-1S Air quality management
- 13.07-1S Land use compatibility
- 14.02-1S Catchment planning and management
- 15.01-2S Building design
- 15.01-4S Healthy neighbourhoods
- 15.01-5S Neighbourhood character
- 17.01-1S Diversified economy
- 17.02-1S Business
- 18.02-4S Car parking
- 19.02-4S Social and cultural infrastructure

Local Planning Policy Framework

The Local Planning Policy Framework (LPPF) provides relevant direction to the proposal at the following clauses:

- 21.03-1 Townships and villages
- 21.03-4 Built form and heritage
- 21.04-3 Landscapes
- 21.04-4 Environmental risk
- 21.04-6 Catchments and waterways
- 21.07-3 - Mt Beauty / Tawonga South
- 22.02-3 Landscapes

Zone

The land is zoned Special Use Zone - Schedule 6.

Overlays

The land is covered by the Bushfire Management Overlay.

Particular Provisions

52.06 Car Parking

52.34 Bicycle Facilities

53.02 Bushfire Planning

53.18 Stormwater Management in Urban Development

General Provisions

Clauses 65.01 within the Alpine Planning Scheme provides the general decision guidelines.

9. Informal meetings of Councillors

Introduction

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

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

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

Cr Hughes

Cr Forsyth

That the summary of informal meetings of Councillors for March / April 2022 be received.

Carried

Background

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

Date	Meeting
29 March	Briefing Session
5 April	Briefing Session
19 April	Briefing Session

Attachment(s)

- 9.0 Informal meetings of Councillors – March / April 2022

10. Presentation of reports by delegates

Refer to Alpine Shire Council's website www.alpineshire.vic.gov.au; for its YouTube recording for responses to questions.

11. General business

Refer to Alpine Shire Council's website www.alpineshire.vic.gov.au; for its YouTube recording for responses to questions.

12. Motions for which notice has previously been given

13. Reception and reading of petitions

Cr Forsyth
Cr Prime

That Council notes and receives the petition "to stop the plans for the Alpine Better Places Harrietville projects and start proper consultation for new plans".

A report will be tabled at the next Ordinary Council meeting in June 2022.

Carried

14. Documents for sealing

Cr Forsyth

Cr Janas

That the following documents be signed and sealed.

1. *Section 173 Agreement – Douglas Raymond Thorpe McConville and Margaret McConville. The Section 173 Agreement relates to Planning Permit 2021.164 for Two (2) Lot Re-Subdivision and Creation of Easements at 21-27 and 29 Myrtle Street, Myrtleford (Lot 3 on Plan of Subdivision LP86452 being the land in Certificate of Title Volume 8837 Folio 725 and Lot 2 on Plan of Subdivision TP124U being the land in Certificate of Title Volume 10060 Folio 630). The agreement includes wording which states 'The existing shed as indicated on the endorsed plans forming part of planning permit P.2021.164, on proposed Lot 1, must only be used in an ancillary manner to a dwelling on the lot, to the satisfaction of the responsible authority, unless the prior written consent of the responsible authority is obtained.*
2. *Melbon Pty Ltd ATF Strawhorn Family Trust*
The Section 173 Agreement relates to Planning Permit 2021.120 for Buildings and Works for the Construction of Two (2) Shops and Two (2) Dwellings, Car Parking Waiver, and Alterations to an Access in a Road Zone – Category 1 at 106B Gavan Street, Bright, (Lot 1 on Plan of Subdivision 812580B) being the land in Certificate of Title Volume 12283 Folio 303. The agreement includes wording which states 'The site is within a designated commercial area and may be subject to adverse noise, odour and amenity impacts.
3. *Contract No CT21125 in favour of The Copy Collective Pty Ltd for Communication Services.*
4. *Contract No 2114701 in favour of North East Civil Construction Pty Ltd for Big Hill Carpark sealing.*

Carried

There being no further business the Chairperson declared the meeting closed at 6.49p.m.

.....
Chairperson

Alpine Shire Council
PO Box 139
Bright, 3741

personal information

2 May 2022

Re: Attached Petition

To whom it may concern,

Please find attached a petition regarding the Alpine Better Places Harrietville project.

This petition was initiated at the suggestion of Mayor Sarah Nicholas and Deputy Mayor Katarina Hughes. Please add this petition to the agenda for the Ordinary Council Meeting of the Alpine Shire Council on 3rd May, 2022.

Sincerely

personal information

Petition summary:

"To stop the plans for the Alpine Better Places Harrietville projects and start proper community consultation for new plans.

We, the undersigned residents of Harrietville, do not support the current Alpine Better Places plans for Bungalow Spur carpark, Pioneer Park carpark and Tavare Park removal and replacement of rotundas.

We ask that the Alpine Shire Council reverse the decision to accept the current plans and pursue proper community consultation for new plans."

PETITION COVER SHEET**LEAD PETITIONERS DETAILS**

NAME	personal information
ADDRESS	
EMAIL	
TELEPHONE	personal information

NAME	personal information
ADDRESS	
EMAIL	
TELEPHONE	personal information

PETITION DETAILS

PETITION SUBJECT	<u>ALPINE BETTER PLACES PROJECT - HARRIETVILLE</u> "To stop the plans for the Alpine Better Places Harrietville projects and start proper community consultation for new plans. We, the undersigned residents of Harrietville, do not support the current Alpine Better Places plans for Bungalow Spur carpark, Pioneer Park carpark and Tavare Park removal and replacement of rotundas. We ask that the Alpine Shire Council reverse the decision to accept the current plans and pursue proper community consultation for new plans."
NUMBER OF SIGNATORIES	105
SUBMITTED TO COUNCIL	2 May, 2022
SUBMISSION METHOD	IN PERSON Alpine Shire Council 2-6 Churchill Ave, Bright VIC 3741

Petition to the Alpine Shire Council**To stop the plans for the Alpine Better Places Harrietville projects and start proper community consultation for new plans.**

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PRINT NAME**ADDRESS****SIGNATURE**

personal information

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personal information		

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PRINT NAME**ADDRESS****SIGNATURE**

personal information

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COUNCIL DOCUMENT

Asset Plan

2022 - 2032

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DOCUMENT UNCONTROLLED WHEN PRINTED

Document Control		
Status Draft	Approved by Council	
Date approved 7 June 2022	Next review date June 2026	
Directorate Assets	Department Asset Maintenance	Internal / External External

REVISION RECORD

Date	Version	Revision description
2022	1.0	Original Alpine Shire Council Asset Plan.

1. INTRODUCTION AND BACKGROUND

1.1 ALPINE SHIRE

Alpine Shire is situated in Victoria's north-east approximately 300km north of Melbourne and is located with the regional centres of Wodonga 50km to the north and Wangaratta 40km to the north-west. The Shire covers an area of approximately 4,800 sq km with a population of nearly 13,000 (2019) and is readily accessible via key transport routes including the Kiewa Valley Highway and the Great Alpine Road.



The Shire includes significant natural assets, most notably Alpine National Park and Mount Buffalo National Park, which drives visitation and contributes to the natural amenity that makes Alpine Shire popular for residential lifestyle attraction.

There are several key towns and population nodes within the region that drive residential, employment and economic growth, including Bright (administrative centre), Mount Beauty, Myrtleford, and Dinner Plain (service centres). These towns represent distinct regional areas, each of which has unique strengths, specific community needs, and economic priorities.

Based on Victoria in Future 2019 population projections, the Alpine Shire population is projected to increase slowly to 13,521 by 2036 and has an age profile older than the State average. However, it is recognised that Regional Victoria has experienced considerable population growth in the past twenty-four months, which not aligned with the Victoria in Future 2019 projections.

Census data from 2016 has been used for the development of this Asset Plan. Census data from 2021 is not yet publicly available and the population data is subject to change. The region is subject to extreme bushfire and flooding events with event frequency expected to increase with the effects of climate change.

1.2 INFRASTRUCTURE WE MANAGE

Council is responsible for **\$293.7 million** worth of infrastructure assets on behalf of its community. These community assets range from significant structures such as roads and buildings through to park furniture and play equipment. These assets are fundamental in supporting the delivery of our services.

To deliver these services over the long term in a challenging environment, we must ensure that the supporting assets are managed in a sustainable way.

The *Asset Plan* represents one of the keystones in the way we manage our community's assets. It provides a strategic and financial view of how we will manage the assets that we own and control over the next ten (10) years and beyond. It defines our high-level strategic asset management priorities and addresses all aspects of the lifecycle management of our assets.

1.3 THE PURPOSE OF THIS ASSET PLAN

This *Asset Plan* has been prepared to meet the requirements of Section 92 of the *Local Government Act 2020*.

It is a general overview document that summarises the key elements of the individual Asset Management Plans that we have developed for each of our major asset classes.

The purpose of this *Asset Plan* is to:

- Show how we will responsibly manage our assets to meet the service delivery needs of our community into the future in a cost-effective way.
- Define the services to be provided, the service standards that Council aims to achieve, and the measures we will use to monitor performance.
- Summarise the operating and capital expenditure requirements for our assets.
- Ensure that there is integration between our asset management planning outcomes and our strategic objectives, Financial Plan, and Budget.
- Maximise alignment with Council, Regional and Government strategies, policies and plans that affect the management of our assets.
- Make sure that we comply with our legislative obligations.

The development of this *Asset Plan* is dependent on our understanding of the performance of our assets and a number of key assumptions. Assumptions and forecasts will change based on enhancement of our asset knowledge along with ever evolving internal and external drivers. This *Asset Plan* will be actively monitored and updated to reflect any major changes.

Ongoing development and review of this *Asset Plan* will promote the viability and long-term use of assets in line with the aspirations of the community and our strategic objectives.

1.4 SCOPE OF THE ASSET PLAN

While we manage an extensive portfolio of assets, this *Asset Plan* only covers infrastructure that is under the control and is recognised as an asset of the Alpine Shire Council. Our infrastructure assets include:

- Roads and car parks.
- Buildings.
- Open space assets (e.g., playgrounds, sporting fields, parks, and reserves).
- Pathways and shared trails.
- Stormwater drainage.
- Bridges and major drainage structures.

2. STRATEGIC CONTEXT

The delivery of services to the community is guided by the Community Vision and Council Plan, strategies, and policies. These also drive our approach to asset management. Figure 1 illustrates our integrated planning framework.

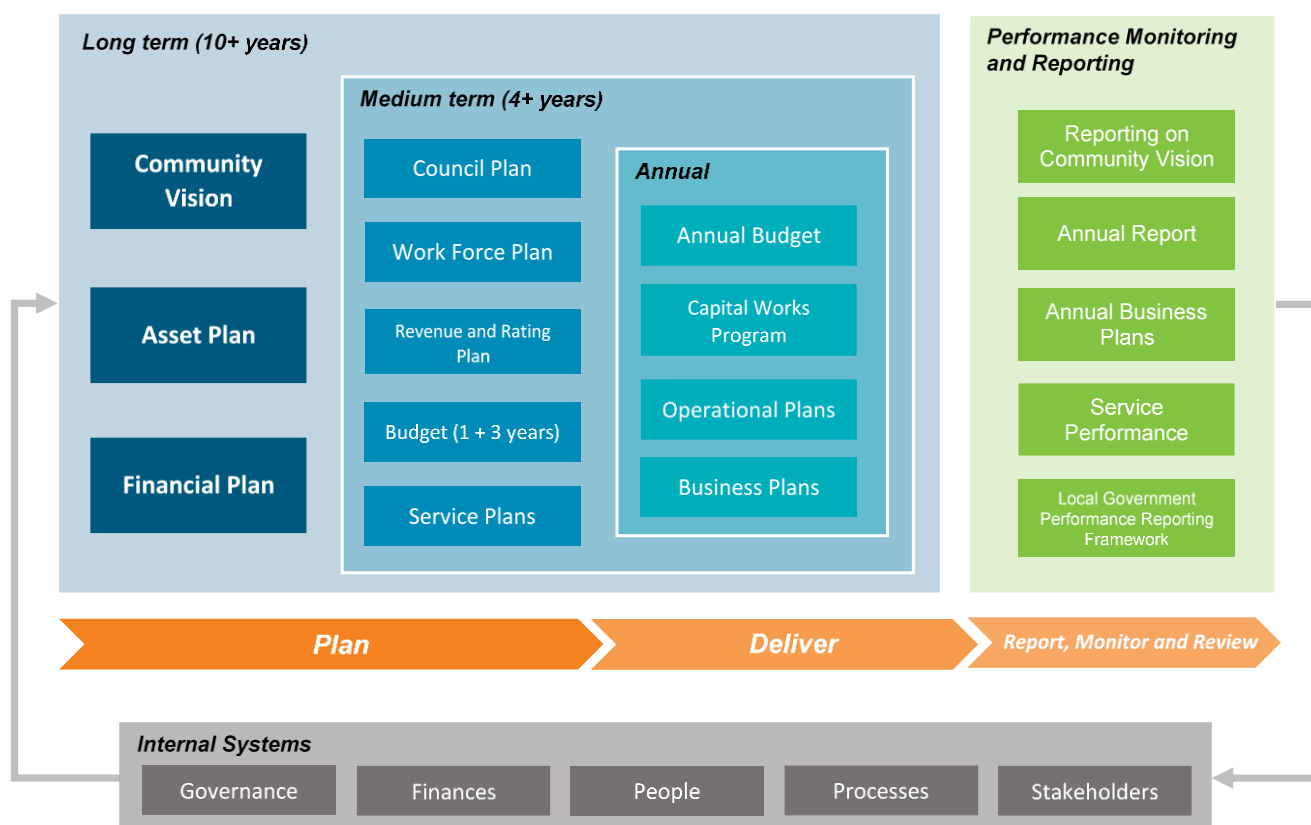


Figure 1 - Integrated Planning Framework

2.1 THE COMMUNITY VISION

Our Community Vision is a statement of our community's goals and aspirations for the future. It considers where we are, where we want to be, and how will we get there.

Community Vision 2040

Our people, places, and environment enrich our area's resilience, prosperity, and sustainability.

The *Alpine Shire 2040 Community Vision* was developed in conjunction with our *Council Plan*.

The Community Vision aligns the activities, decisions, plans and strategies that will shape our long-term direction. It is a broad statement of what we will be working towards to achieve our community's priorities.

This *Asset Plan* is integrated with both the Community Vision and our Financial Plan. These guide our Council Plan which sets out our strategic objectives over the next four (4) years to achieve our long-term goals.

2.2 THE FINANCIAL PLAN

The Financial Plan provides a long-term view of the resources that we expect to be available to us and how these will be allocated and prioritised over the next 10 years.

Our Financial Plan identifies our current and projected financial capacity to continue delivering high quality services, facilities, and infrastructure while identifying critical new capital investment to support our community's prosperity and to respond to our future challenges.

This *Asset Plan* is based on and intrinsically linked with the budgets and projections outlined in our *Financial Plan*.

Ongoing affordability and financial sustainability are our key objectives. The *Financial Plan* in combination with the *Asset Plan* supports us in achieving this aim.

2.3 THE COUNCIL PLAN

Our aim is to listen, understand and respond to our community. We not only deliver traditional council services, but act as champion, influencer, advocate, and enabler to be a leader in the ways we bring benefit to the community.

We work to continually develop, improve, and innovate to achieve our shared community vision which is that our people, places, and environment enrich our area's resilience, prosperity, and sustainability.

Our *Council Plan* makes a commitment to outcomes and priority initiatives across a number of strategic objectives, compelling action towards a thriving future.

Our assets play a key role in the delivery of quality services and effective asset management supports the outcomes of the *Council Plan*.

2.4 THE REGULATORY FRAMEWORK

We operate in a complex legislative and policy driven environment that directly influences the way we do business.

The principal legislation in Victoria governing the establishment and operation of councils is the *Local Government Act 2020* ('the Act'). This defines the purposes and functions of local government as well as providing the legal framework for establishing and administering councils.

The Act requires all councils to develop an integrated, longer-term, and transparent approach to planning organised around a long-term community vision. This *Asset Plan* is an important part of our integrated planning framework.

As well as the general powers and responsibilities given under the Act, we are responsible for a wide range of services and functions under various other Acts of Parliament. In fact, we have responsibilities under more than 120 different Victorian pieces of legislation.

3. OUR ASSETS

3.1 ASSET VALUE

All our infrastructure assets, with a collective replacement cost of close to **\$293.7 million**, belong to our ratepayers and are cared for by us on their behalf. Ensuring our assets are appropriate for the community's needs enables us to deliver the services that make our Shire a great place to live, work, and visit.

This *Asset Plan* provides guidance on all our infrastructure assets, which are grouped into the following key asset classes:

Asset Class	Quantity	Replacement Value (\$ '000)
Roads & Car Parks	349 km of sealed roads, 235 km of gravel roads, 182 km of kerb and channel	148,468
Buildings	392 buildings including, public halls, libraries, swimming pools, public toilets, minor structures, etc	74,880
Open Space	Sporting infrastructure including tennis and netball courts, sporting ovals, playgrounds, park furniture, etc	7,322
Drainage	93km of underground stormwater pipes and 3,170 drainage pits	23,877
Pathways	132 km of sealed and gravel pathways and trails	11,117
Bridges	194 bridges and major drainage structures	28,011
Total		293,675

Table 1 - Asset Summary

3.2 STATE OF OUR ASSETS

We measure the performance of our infrastructure through ongoing condition assessments. The information below gives an overview of the current state of these assets according to the average condition of each asset class. Our aim is to maintain the current performance of our infrastructure over the period of this *Asset Plan*.



4. ASSET MANAGEMENT PLANNING

4.1 WHAT IS ASSET MANAGEMENT?

Asset management in short

The right assets, in the right place, at the right time, managed by the right people.

Asset management refers to the coordinated series of activities that monitor and maintain things of value—in this case, physical assets. This involves balancing risk, cost, opportunities, and performance to realise the value of an asset fully and effectively over its entire lifespan.

Ultimately, asset management is a way to align strategic planning with infrastructure and service delivery in the real world. What assets do people need? How can these assets be made to last the longest and perform the best?

4.2 WHY IS ASSET MANAGEMENT IMPORTANT?

Infrastructure is at the heart of everything that we do. As infrastructure assets can provide services over extended periods of time, the choices we make today can impact the quality of life of future generations.

Asset Management provides us with the ability to understand the immediate, medium, and long-term impacts of decisions and provide solutions on how to mitigate the risks.

The benefits of good Asset Management include:

- Improved cost efficiency by looking at the costs of assets over their entire lifecycle.
- Being able to target critical assets to ensure performance is maintained and risks are managed.
- Better understanding of what levels of service can be achieved for different costs.
- Ensuring infrastructure networks are appropriately funded for the long term.
- Improving customer satisfaction by matching the services and assets we provide to the community's expectations and willingness to pay.

4.3 ASSET PLANNING FRAMEWORK

The objective in managing assets is to meet the agreed level of service in the most cost-effective manner for the benefit of the community, both present and future.

Asset management planning commences with defining stakeholder and legal requirements and needs. These needs inform our corporate planning priorities which helps us to develop our asset management policies, strategies, and plans.

The outcomes of this planning process inform our *Financial Plan* and Budget.

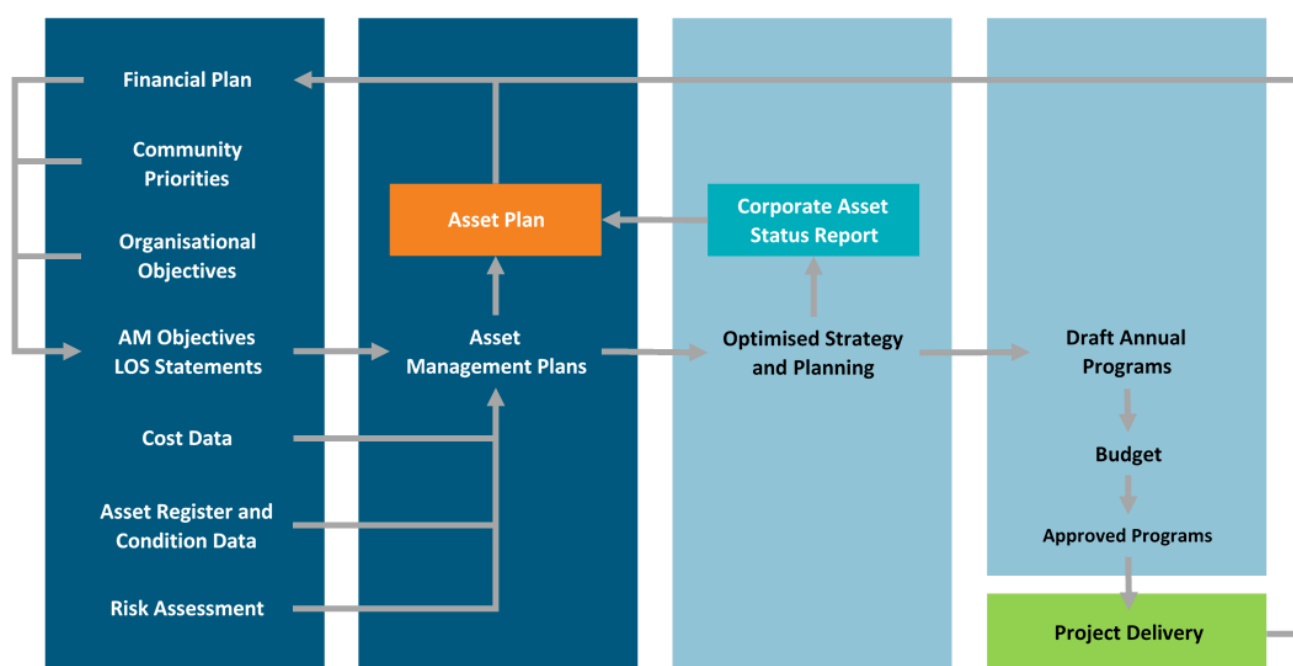


Figure 2 - Asset Planning Framework

4.4 ASSET MANAGEMENT PLANS

Most of our asset management activities are managed at an asset class level. We have prepared individual *Asset Management Plans* that each cover a 10 year planning horizon to assist in the management of our assets over their lifecycle. They summarise the operating and capital expenditure requirements for our infrastructure assets.

The *Asset Management Plans* outline processes and principles used to plan improvements, renewal, and maintenance works for key assets and prioritise capital works for each asset class.

The key planning and financial outputs from our *Asset Management Plans* inform this *Asset Plan*. The result is a long-term planning framework, including expenditure forecasts that will assist in making informed decisions on future maintenance programs and renewal and capital projects. This information impacts our *Financial Plan*, Annual Budget, and annual plans.

5. OUR SERVICES

Everything that we do is focused on achieving community outcomes. All activities outlined in this *Asset Plan* aim to deliver the results required to achieve these outcomes, contribute to strategies, and meet our legislative requirements. Likewise, all Council capital and operating expenditure is directed towards a level of service that moves the community closer to these outcomes now or at some future point.

5.1 SERVICES SUPPORTED BY ASSETS

Our assets exist to enable the provision of a broad range of services for community benefit. Our ability to effectively manage our assets has a direct impact on the quality of services enjoyed by the community.

We are continuously looking to improve the ways that we plan our services. This is to make sure that our services are aligned with our goals, have clear and measurable outcomes, and respond to community expectations and affordability.

5.2 LEVELS OF SERVICE

Levels of Service

Levels of Service are used to define the quality of assets and services against which performance can be measured.

Asset planning enables the relationship between service standards and the cost of the service to be determined (i.e., quality vs. cost relationship). This relationship can then be evaluated in consultation with the community to determine the minimum levels of service that people are prepared to pay for.

Levels of service provide the basis for planning our life cycle management strategies and work programmes. Clear levels of service give us the ability to monitor and report on our performance.

Our aim is to continue to advance our municipality without diminishing our net level of service over the long term.

5.2.1 Level of Service Relationship to Asset Management Planning

One of the cornerstones of sound asset management planning is to provide levels of service that current and future communities want and are prepared to pay for.

Before developing detailed asset management strategies, agreed levels of service need to be established between us and our community with consideration given to the following:

- Our strategic mission and objectives.
- Legislative requirements.
- Technical constraints.
- Financial and practical constraints.

A key objective of our asset management planning is to match the levels of service provided by assets with the expectation of customers, our corporate goals, and legislative requirements. This requires a clear understanding of customer needs and preferences.

We recognise the importance that levels of service play in optimising the lifecycle management of our assets and we continue to work towards achieving the required service

levels in practice. The development and monitoring of actual service levels will be one of the foundations of future improvement to our asset management planning processes.

6. OUR COMMUNITY AND STAKEHOLDERS

Many people directly use and rely on our assets in their daily activities. In addition, our stakeholders include a wide range of people and groups who, although not using our assets directly, have shared or competing interests in how we manage these assets.

6.1 COMMUNITY ENGAGEMENT

It is important that we understand the expectations of our stakeholders so we can manage our assets effectively.

Our *Community Engagement Policy* outlines our commitment to community engagement. It details the principles that guide us to deliver sustainable outcomes for our Shire - through shared problem-solving, open dialogue and meaningful participation. The policy seeks to foster a deeper culture of public participation, provide a common language, and strengthens our engagement.

We are committed to transparent and informed decision making in relation to the management of our assets and services through engagement with the community.

We use a variety of engagement tools and platforms for the community to provide feedback on projects and allow them to have their say in developing policies, programs, and capital works. In addition.

Our *Community Vision* and *Council Plan* were both developed with input from our community via a process of deliberative engagement. Future versions of this *Asset Plan* will also be prepared following the same deliberative engagement process.

6.2 OUR APPROACH TO MEETING COMMUNITY NEEDS

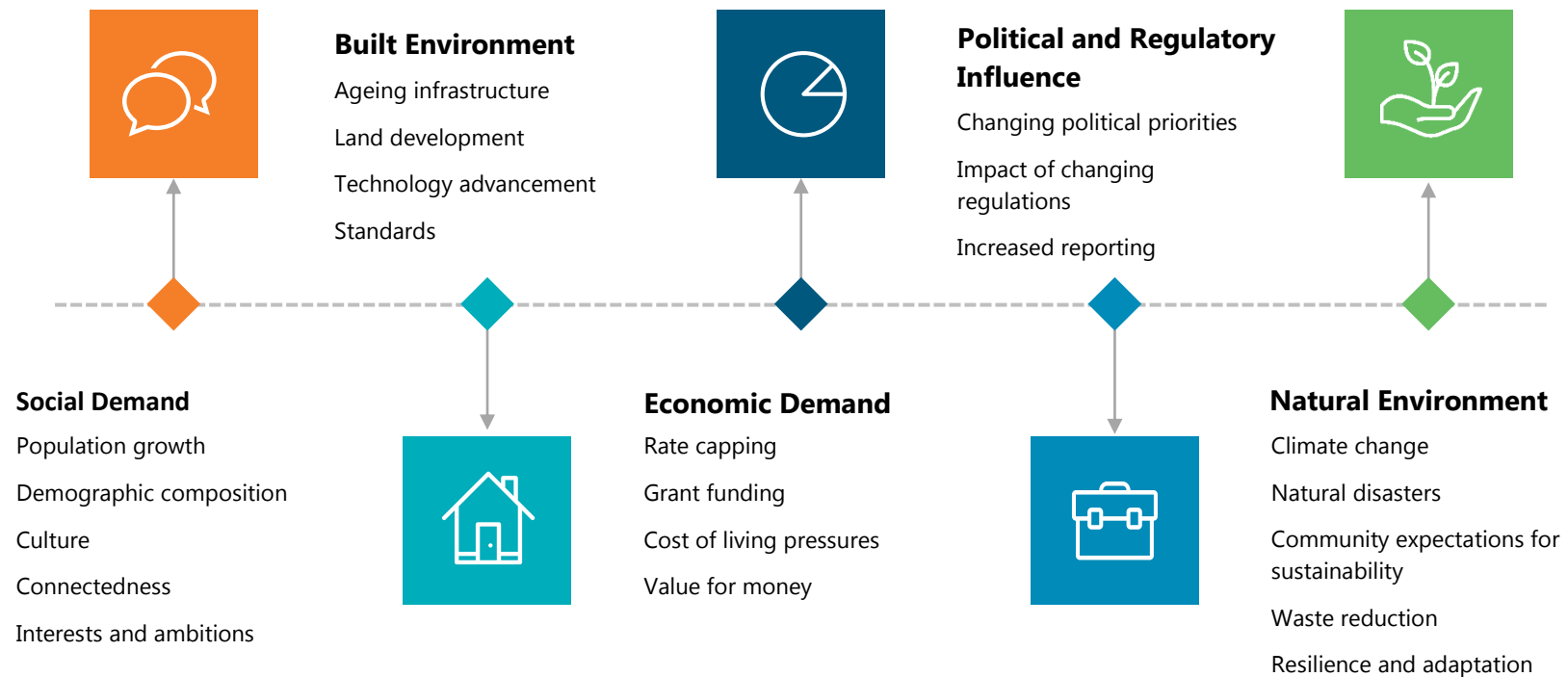
We have many strategies that guide our delivery of services and assets, including the *Council Plan*, which informs the organisation's work during its four-year term.

Through these plans, our service managers, planners, and designers build on the things our Shire does well while responding to opportunities for improvement. These documents explain how we will improve services and assets to meet changing community needs.

7. OUR CHANGING SHIRE

7.1 CHALLENGES AND OPPORTUNITIES

Local, national, and global trends all have the potential to impact the future outlook of our shire. We need to understand these trends, harness their benefits, and adaptively respond to preserve the health, vibrancy, resiliency of our community.



We have identified a number of key areas with the potential to significantly impact our ability to meet the community's needs. These challenges also provide opportunities which we can leverage to our advantage and include:

Issue	What does this mean for asset management and service delivery?
Social Demand	
<p>Population Trends</p> <p>In 2019, the Estimated Resident Population of Alpine Shire was 12,814, with the population concentrated in the Ovens Valley areas of Myrtleford (26%), Harrietville-Porepunkah and District (20%) and Bright (19%).</p> <p>Future population growth is projected to be low, increasing to 13,521 by 2036, representing growth of +707 residents (0.3% p.a.) However, it is recognised that Regional Victoria has experienced considerable population growth in the past twenty-four months, which is not aligned with the Victoria in Future 2019 population growth projections.</p> <p>* Census data 2016</p>	<p>We will face challenges in maintaining revenue raising capacity in the future in order to fund the care, renewal, and improvement of our infrastructure.</p> <p>The variable rate of growth across the Shire will impact the rate of demand for services and infrastructure across different districts.</p>
<p>Demographic Change</p> <p>The Alpine Shire has a considerably older age profile, with a median age of 49 (compared to Victorian average of 37). However, there is evidence that the age profile is shifting to a younger demographic, evidenced by the high growth in school enrolments.</p>	<p>We will need to maintain a focus on planning our facilities and services to ensure that they are suitable for a changing demographic.</p>

Issue	What does this mean for asset management and service delivery?
<p>Changing Community Needs</p> <p>The community expects Council to be able to quickly respond to emerging needs, without knowing how long the demand might last.</p>	<p>We will need to plan assets that are responsive and adaptable to meet shifting stakeholder needs.</p> <p>We will seek to form strategic alliances with service delivery partners to enhance non-asset-based service delivery solutions in turn optimising the use of Council's asset portfolio.</p>
Built Environment	
<p>Ageing Infrastructure</p> <p>One of the biggest financial challenges facing us is the cost of renewing our ageing infrastructure. Council's assets have been built and developed in the past. Many years on, this period of development has created a large peak in the need to invest in asset maintenance and renewal.</p>	<p>There is a critical need to introduce systems and processes to ensure that our spending on our existing assets is optimised.</p> <p>As our assets continue to age, more investment in maintenance and renewal expenditure will be required to ensure that the current levels of service enjoyed by the community continue to be delivered.</p>
<p>Rapid Technological Change</p> <p>The world is becoming more connected. People, businesses, and governments are increasingly moving online to connect, deliver and access services, obtain information and to perform day to day activities.</p> <p>These changes will affect how we deliver services and how we manage our assets.</p>	<p>Technological advancement is rapid, with digital technologies shaping and reshaping the way we operate. There will be fundamental changes in the way stakeholders will engage with us in the future.</p> <p>These changes will affect how services are delivered and, by extension, the facilities and assets that are needed.</p>

Issue	What does this mean for asset management and service delivery?
Economic Demand	
<p>Diminishing Own Source Income</p> <p>The overall lower rate environment due to rate capping and potential freezing or reduction in Financial Assistance Grants may lead to a reduction in income available to Council</p>	<p>Loss of, or reduction in, own source income due to rate capping, changed patterns of use, and hardship responses due to significant events such as the COVID-19 pandemic will materially affect Council's financial sustainability. This will impact the way we invest in our assets and services in the future.</p>
<p>Increasing cost of providing services</p> <p>Cost increases to items such as electricity, petrol, and raw materials impact on the Council. For the Council, this occurs within an expectation of doing more with less or improving our efficiency to ensure more can be achieved with less money.</p>	<p>We will need to aim to continually balance the affordable provision of services against the needs of our community.</p>
<p>Delivering on community expectations while keeping it affordable</p> <p>There is ongoing pressure from the community for higher quality assets and services to be provided for most Council activities. Smoother roads, modern technology and convenience are some examples. The expectation is for a higher level of service for the same amount of money – in other words doing more with less.</p>	<p>Community expectations can be influenced by numerous drivers such as generational change, legislation, environmental standards, facilities experienced elsewhere and new technology.</p> <p>Our assets must cater for the expectations of the community by remaining accessible, well maintained, and fit for purpose. This must be balanced and prioritised against maintaining Council's financial sustainability and the ability of the community to pay.</p>
Political and Regulatory Influence	

Issue	What does this mean for asset management and service delivery?
<p>Legislative and Policy Influence</p> <p>We operate in a complex legislative and policy environment that directly influences the way we do business:</p> <ul style="list-style-type: none"> ▪ There is an expectation that Council will continue to deliver services, even when State and Federal government funding changes ▪ The cap on rate increases means our ability to control revenue is constrained ▪ Compliance and reporting requirements are increasing 	<p>We need to meet our statutory obligations while being conscious of maintaining affordability and financial sustainability. This requires good decisions to be made to manage competing funding demands across a broad range of projects, programs, and services.</p> <p>Any cost shifting by the Victorian and Federal Governments to the Victorian local government sector will place greater reliance on rates and charges to fund existing and new services and programs.</p>
Natural Environment	
<p>Climate Change</p> <p>We are already experiencing the impacts of climate change. In the future, we can expect; increased vulnerability to bushfire; storm damage to infrastructure; decreased water quality and security of water supply; reduced summer outdoor activities due to higher temperatures.</p>	<p>Assets will need to be built and renewed to a standard that can withstand the impacts of climate change. This may require different materials, methods of construction and other innovative approaches.</p> <p>There may also be increased expectation for leadership from Council to make use of sustainable energy sources and to provide assets that are environmentally efficient.</p> <p>We will need to recognise the upstream impacts of the materials and services we use in the design and construction of our infrastructure. The sourcing of more local, recycled content will minimise the use of virgin materials and reduce the amount of waste entering landfill.</p>

Issue	What does this mean for asset management and service delivery?
<p>Natural Hazards/Local Natural Disasters</p> <p>The Alpine Shire is at risk from natural hazards such as flooding, landslips, storms, and bushfire. These events can be unexpected and can potentially cause significant unbudgeted costs, beyond the capacity of the Council to cope.</p>	<p>We will need to recognise climate change risks and examine the vulnerability of our asset network. If and when disasters occur, we will need to focus our energy and resources on supporting the recovery of our community.</p> <p>Our assets will need to be rebuilt to a higher standard in the expectation that risks will only increase in the future.</p>

Table 2 - Summary of Key Challenges and Opportunities

*Census data from 2016 has been used for the development of this Asset Plan.

7.2 RESILIENCE IN CHALLENGING TIMES

Our community infrastructure assets are essential to the delivery of basic public services and even more so in changing urban landscapes.

Our services face a multitude of risks, whether it is from poor planning, climate change, or public health crises such as the current COVID-19 pandemic.

Good asset management lends itself to sound fiscal management by supporting long term financial sustainability and ultimately ensuring that our investment into our assets will adequately serve present and future generations.

Recent bushfires and the COVID-19 pandemic have called for us to be agile and flexible in the support of our community where most needed. We have adapted to innovate new ways of keeping safe and connected while maintaining our high standard of service delivery.

The systems, tools, and lifecycle processes which we have established, has us well positioned to act in the face of the pandemic and the ongoing socio-economic challenges that this presents.

We will continue to provide effective leadership and transparent governance to allow us to set big-picture direction and then actively work towards making our processes and systems as fair and transparent, and as easy to access and understandable as possible. Better communication around our existing services, programs and initiatives is considered as a key way to achieve our community vision.

Effective community engagement is central to the success of delivering a healthy shire. We will continue to promote wider participation in community engagement activities and more user-friendly tools to make the bigger picture simple in coming years.

As our asset management proficiency continues to improve based on the actions we propose through our various improvement plans, the resilience of our assets and services to future threats and hazards will be improved.

8. FUNDING FOR LONG-TERM SUSTAINABILITY

The main theme underpinning our *Asset Plan* and broader asset management planning principles is ensuring responsible stewardship of our assets to meet the needs of tomorrow's community.

This acknowledges the many and varied factors that influence the delivery of our community's infrastructure. Some of these challenges are legacy issues (e.g. decisions of past Councils or how things were built over 40 years ago). Others are simply the demands of a progressive society that is constantly seeking to improve. Either way, we are responsible for ensuring built infrastructure enhances community wellbeing and is fit for purpose, of good quality, safe, future-proofed, cost effective, and appropriately funded.

8.1 ASSET INVESTMENT STRATEGY

Looking ahead to the next 10 years, our approach is to be prudent in our investment decisions using a holistic lifecycle approach to asset management. This means that we will aim to plan our assets so that they will continue to support quality living, economic development, and the environmental integrity of our Shire in the long-term.

In planning and providing infrastructure requirements in the next 10 years, we will aim to:

Optimise asset life through timely and effective maintenance	There is no one-size-fits-all care programme for all our assets. We will continue to use a mix of approaches, including preventive maintenance, reactive maintenance, run-to-failure (breakdown maintenance), predictive maintenance, and risk-based maintenance for critical assets.
Continue to replace ageing infrastructure	Through a robust asset renewal programme, we will progressively replace assets as they reach the end of their useful life. The rate of asset renewal is intended to maintain the overall condition of the asset system at a standard that reflects its criticality and age profile and ensures that the community's investment in infrastructure is sustained.
Maintain current levels of service	Using a holistic lifecycle approach to asset management, our decisions will be data driven to maximise the performance and life of our assets without diminishing our net level of service over the long term.
Manage the impacts of growth and land use change	Our strategic plans will provide guidance on future asset needs by identifying location and scale of growth.
Comply with legislative requirements	We acknowledge and will action legislated standards in infrastructure planning and development.
Provide long-term affordable services	Our financial strategy will continue to reflect the balancing of ratepayer affordability against community needs and aspirations.

8.1.1 Spending Categories

For the purposes of this *Asset Plan*, spending on our infrastructure is categorised as follows:

Expenditure Category	Activity	Description
Recurrent	Maintenance	Ongoing work required to keep an asset performing at the required level of service.
	Operations	Recurrent expenditure that is continuously required to provide a service.
Renewal	Renewal	Returns the service potential or the life of the asset up to that which it had originally.
Acquisition	Upgrade	Enhancements to an existing asset to provide a higher level of service.
	Expansion	Extends or expands an existing asset at the same standard as is currently enjoyed by residents, to a new group of users.
	New	Creates a new asset that provides a service that does not currently exist.

Table 3 - Expenditure Categories

Classifying our expenditure in this way helps us to plan our budgets and track how we spend our money on our assets and services.

8.1.2 Investment Evaluation

We follow an investment philosophy that:

- Ensures that capital investment for infrastructure assets aids in the achievement of our strategic objectives.
- Aids the development of a service needs directed long-term capital works program, to better inform our *Financial Plan*.
- Ensures capital investment delivers best value.
- Ensures that capital investment is financially sustainable, and in accordance with asset management principles for the whole life cycle costs of our infrastructure.
- Builds a robust capital infrastructure asset investment system, that is impartial and priority-based for allocating our resources.
- Enhances transparency and public confidence in our capital investment decision-making process.

Our approach provides a means of evaluating and appraising proposed infrastructure investments, as well as setting priorities within the context of our long-term asset and service needs.

It is important that investment decisions on our infrastructure are based on the ability to fund the upfront capital costs and also include allowances for the ongoing operational, maintenance and future replacement costs.

Project Pipeline

When an idea or suggestion to improve our facilities or infrastructure is put forward it is included in our Project Pipeline.

Our Project Pipeline can be found here -

<https://www.alpineshire.vic.gov.au/council/major-projects/project-pipeline>

It helps us to formulate our priorities and give visibility to our community on the broad delivery timeframes for our various projects over the long term.

Projects in the pipeline are not locked in – every project is subject to Council support and available funding.

8.2 FINANCIAL PROJECTIONS

This section outlines the projected expenditure requirements for our infrastructure over the next 10 years.

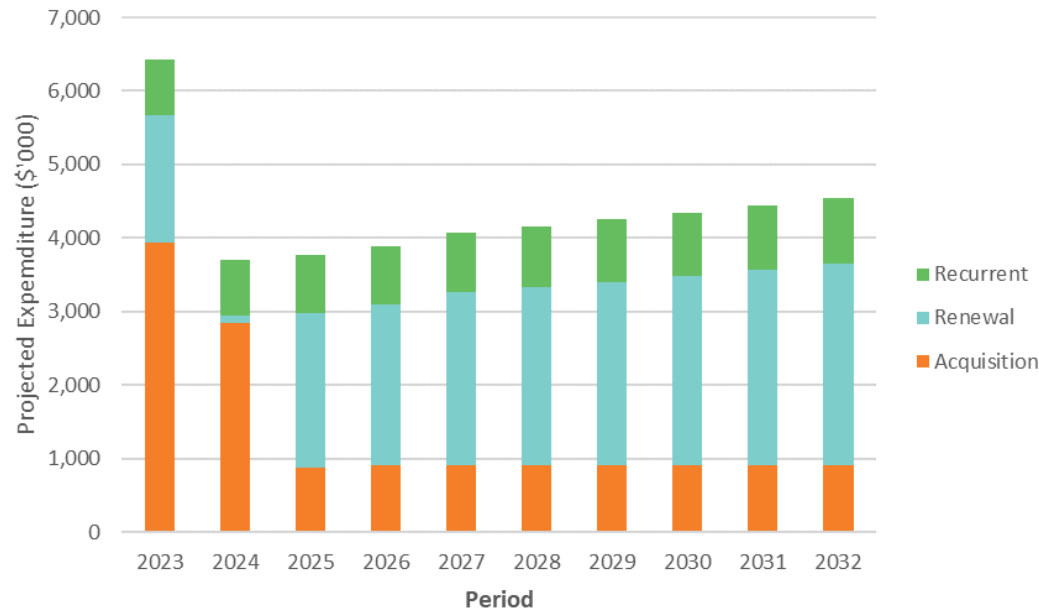
These outlays have been determined based on the affordability assessments made in our *Financial Plan* and represent the investment that is required to maintain our existing levels of service.

Actual funding will be guided by the *Financial Plan* and determined in our *Annual Budget*. Our *Asset Plan* outlines a picture of the future demand on our assets so that we can make informed decisions around prioritisation of our finite funding resources.

8.2.1 Roads and Car Parks

The projected capital and recurrent expenditure associated with our roads and car parks over the next 10 years is shown here.

Financial Projections



Goals for Investment

To provide our ratepayers, community, road users, and others with a safe and fit for purpose road network.

Projects and Initiatives

- > Dargo High Plains Road Upgrade
- > Energy Efficient Street lighting
- > Ongoing annual programs including, road resealing, gravel road resheeting, major patching, and kerb and channel replacement
- > Dinner Plain Activation

Increased expenditure shown in 2023 relate to the investment we are making in improving the Dargo High Plains Road and the Dinner Plains Activation.

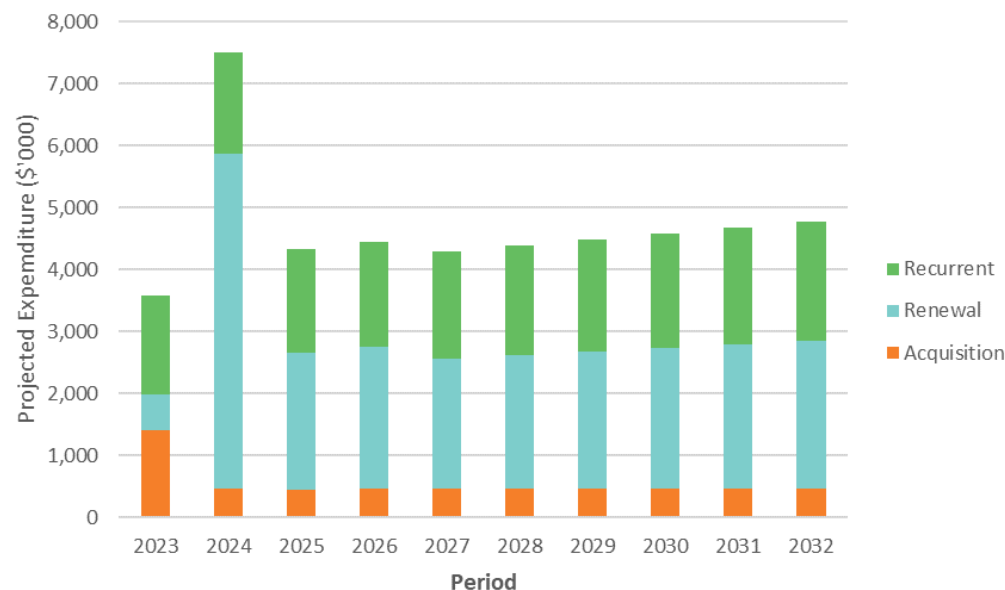
Costs

	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	
Recurrent	750	765	780	796	812	828	845	861	879	896	8,211
Renewal	1,733	98	2,101	2,180	2,350	2,423	2,498	2,577	2,655	2,744	21,359
Acquisition	3,940	2,841	882	910	910	910	910	910	910	910	14,033
Total	6,423	3,704	3,764	3,886	4,071	4,161	4,253	4,348	4,444	4,550	43,603

8.2.2 Buildings

The projected capital and recurrent expenditure associated with our buildings and facilities over the next 10 years is shown here.

Financial Projections



Goals for Investment

To ensure our buildings and facilities are safe, suitable, and accessible to the broad range of people who use them.

Projects and Initiatives

- > Tawonga Memorial Hall renewal
- > Ablett Pavillion Upgrade
- > Mount Beauty Stadium Renewable Energy Upgrade
- > Bright Office Electrical Vehicle Charging Stations
- > Mount Beauty Pool Renewal
- > Myrtleford Savoy Soccer Club Upgrade

Planned expenditure in 2023 includes important renewable energy projects in our buildings, including the Mount Beauty Stadium. Funding has also been set aside for upgrade of the Ablett Pavilion Stadium and renewal works to the Tawonga Memorial Hall.

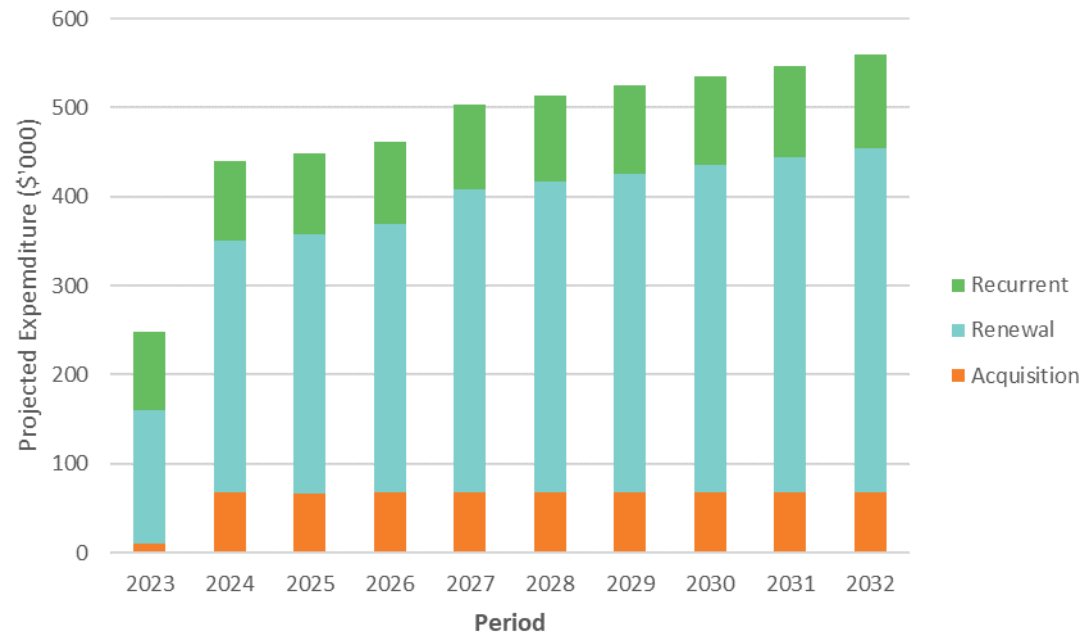
Costs

	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	
Recurrent	1,604	1,636	1,668	1,702	1,736	1,771	1,806	1,842	1,879	1,917	17,560
Renewal	570	5,410	2,219	2,288	2,100	2,156	2,213	2,271	2,330	2,396	23,952
Acquisition	1,411	459	445	459	459	459	459	459	459	459	5,528
Total	3,585	7,505	4,332	4,449	4,295	4,385	4,478	4,572	4,668	4,772	47,040

8.2.3 Pathways

The projected capital and recurrent expenditure associated with our pathways over the next 10 years is shown here.

Financial Projections



Goals for Investment

To provide a connected network of paths and trails that allows for the safe movement of pedestrians and other users around our Shire.

Projects and Initiatives

- > Ongoing replacement of pathways through our annual Footpath Renewal program

Replacement of ageing and poor condition footpaths will be a focus over the long term.

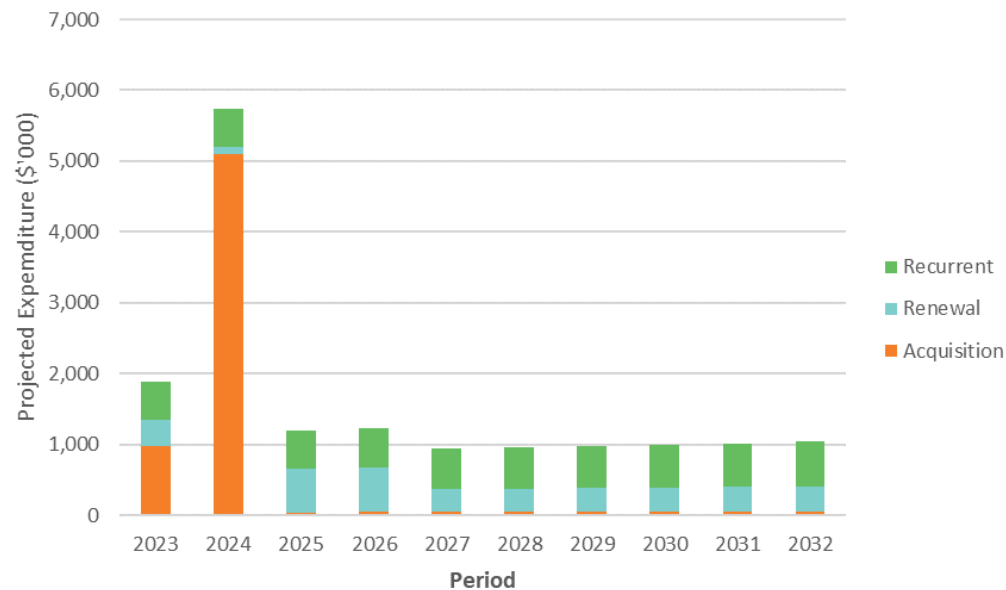
Costs

	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	
Recurrent	88	89	91	93	95	97	99	101	103	105	958
Renewal	150	283	291	301	340	349	358	367	377	387	3,203
Acquisition	10	68	66	68	68	68	68	68	68	68	621
Total	248	440	448	462	503	513	525	536	547	560	4,782

8.2.4 Open Space

The projected capital and recurrent expenditure associated with our open spaces including, parks, reserves, playgrounds, sports fields, etc over the next ten 10 years is shown here.

Financial Projections



Goals for Investment

To enhance the Shire's public open space to enrich quality of life and promote social connectedness

Projects and Initiatives

- > Myrtleford Sport and Active Recreation Masterplan
- > Bright Pioneer Park Masterplan
- > Mount Beauty Education and Sport Precinct Masterplan
- > Myrtleford Splash Park
- > Tronoh Dredgehole Precinct

Acquisition expenditure planned for 2024 includes construction of the Myrtleford Splash Park and implementation of the Tronoh Dredgehole Precinct project.

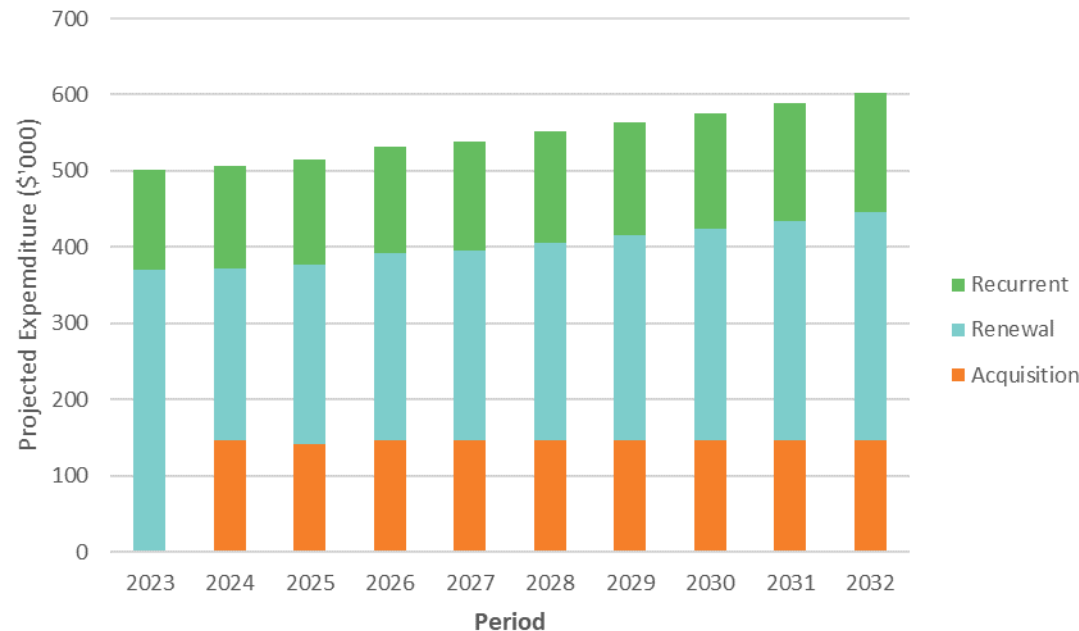
Costs

	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	
Recurrent	529	540	550	561	573	584	596	608	620	632	5,793
Renewal	380	102	607	624	323	330	339	346	354	363	3,766
Acquisition	975	5,093	44	45	45	45	45	45	45	45	6,426
Total	1,884	5,735	1,201	1,230	940	959	979	999	1,018	1,040	15,985

8.2.5 Drainage

The projected capital and recurrent expenditure associated with our stormwater drainage network over the next 10 years is shown here.

Financial Projections



Goals for Investment

To protect the community from flooding and improve the quality of stormwater runoff discharged to natural water courses

Projects and Initiatives

- > Annual drainage renewal program
- > Deacon Avenue, Bright drainage renewal works
- > O'Donnell Avenue, Myrtleford drainage renewal works
- > Nug Nug Road Culvert Renewal

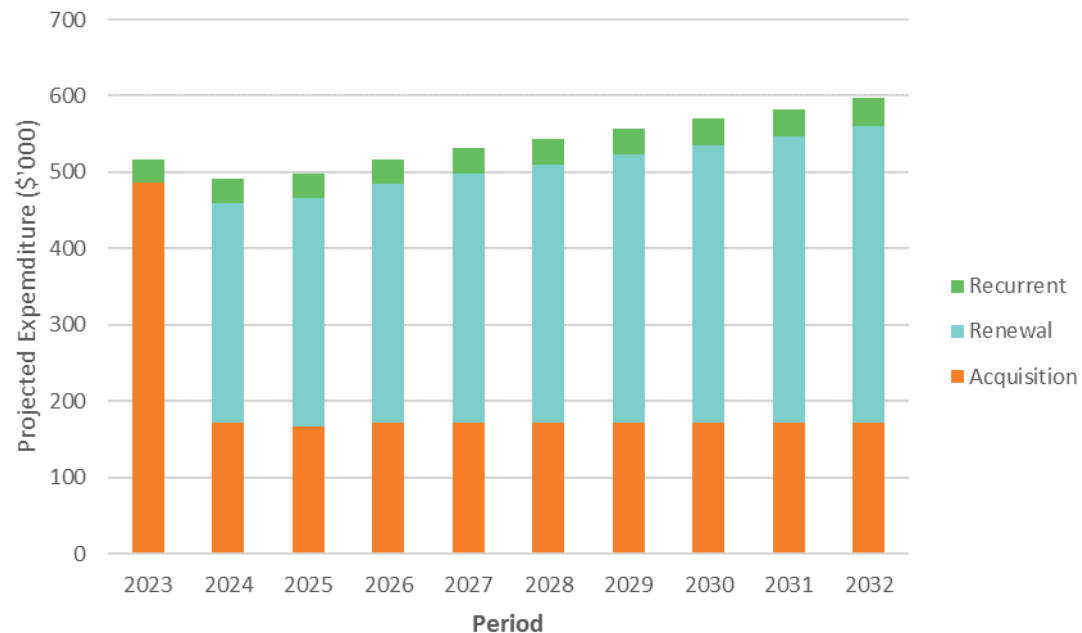
Costs

	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	
Recurrent	132	135	138	140	143	146	149	152	155	158	1,448
Renewal	370	226	235	246	249	259	269	278	288	299	2,718
Acquisition	-	146	142	146	146	146	146	146	146	146	1,313
Total	502	507	515	533	539	551	564	576	589	603	5,479

8.2.6 Bridges

The projected capital and recurrent expenditure associated with our bridges and major drainage structures over the next 10 years is shown here.

Financial Projections



Goals for Investment

To ensure that our bridges and major drainage structures, are sound, safe, and functional.

Projects and Initiatives

- > Annual bridge maintenance and major repairs programs
- > Construction of the Nimmo Pedestrian Bridge

Acquisition expenditure indicated in 2023 is for the Construction of the Nimmo Pedestrian Bridge

Costs

	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	
Recurrent	31	31	32	32	33	34	34	35	36	36	334
Renewal	-	288	300	312	327	339	352	363	375	389	3,046
Acquisition	487	172	166	172	172	172	172	172	172	172	2,027
Total	518	491	498	516	532	544	558	570	583	597	5,407

8.3 FINANCIAL SUMMARY

Error! Reference source not found. shows our planned expenditure across the infrastructure assets included in this *Asset Plan* over the next 10 years.

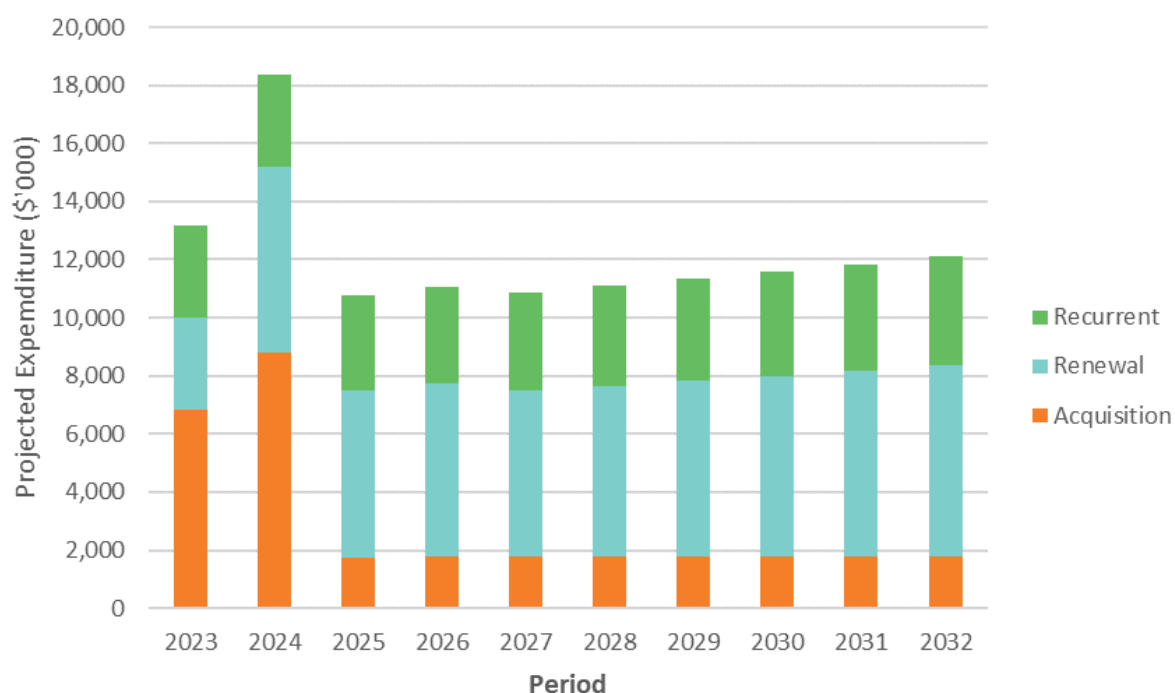


Figure 3 - Forecast Total Asset Expenditure

This is further summarised in Table 4 which shows the total planned expenditure related to renewal, growth, and recurrent activities over the next ten (10) years for each asset class.

Asset Class	Renewal (\$'000)	Acquisition (\$'000)	Recurrent (\$'000)	Total (\$'000)
Road & Car Parks	21,359	14,033	8,211	43,603
Buildings	23,952	5,528	17,560	47,040
Open Space	3,766	6,426	5,793	15,985
Pathways	3,203	621	958	4,782
Drainage	2,718	1,313	1,448	5,479
Bridges	3,046	2,027	334	5,407
Total	58,044	29,947	34,305	122,296

Table 4 - Forecast Expenditure by Asset Class

We plan to spend an estimated total of **\$122.3 million** on our assets over the next ten (10) years. Of this:

- Around 47% (\$58 million) is renewal expenditure for replacement of assets that are reaching the end of their lives.
- Around 25% (\$30 million) relates to expenditure to meet growth or additional future demand.
- Around 28% (\$34.3 million) relates to caring for our assets through ongoing maintenance and other activities to make sure that they are safe and functional.

The outlays made in this *Asset Plan* have been determined based on the affordability assessments made in our *Financial Plan* and represent the investment that is required to maintain our existing levels of service.

Based on what we know now about our assets and levels of service, we are projected to adequately fund their lifecycle costs through our *Financial Plan* over the next 10 years.

Our forecast spending is based on the best available information we have about our assets and the planning we have done to formulate our *Annual Budget* and *Financial Plan*.

The first 4 years of our financial projections are based on what we know we need to spend on our assets based on the project planning we have done to inform our capital works program. The expenditure estimates after the first 4 years are what we think we need to spend according to our long term asset management and financial planning.

As our data and processes improve, the financial forecasts to renew, improve, and maintain our assets will be refined and will be used to inform future versions of this *Asset Plan* and the *Financial Plan*.

9. MONITORING AND REVIEW

This *Asset Plan* will be reviewed following Council elections in accordance with the *Local Government Act 2020*.

Intermediary reviews of the *Asset Plan* may be undertaken from time to time as improvements are implemented or major financial decisions are made. This is to make sure that it retains consistency with our strategic goals and objectives. having regard to:

- Our available financial resources.
- Long term works programs that are reviewed annually.
- The consideration of any external factors that are likely to influence the Asset Plan.

9.1 REPORTING

Our Asset Management Plans are continuously monitored and are formally reviewed and updated every four (4) years.

Reporting on service levels and other performance measures will be undertaken as part of our *Annual Report*.

9.2 IMPROVING OUR EVIDENCE BASE

This *Asset Plan* has been developed based on existing processes, practices, data, and standards.

We are committed to striving towards best asset management practices and are always working to improve what we know about our assets and enhance the tools we use to manage them.

As our data and systems improve, so too will the analysis and information on which this *Asset Plan* is based. It is intended that our *Asset Plan* should always reflect as closely as possible the actual practices we use in managing our assets. Only in this way will we be best able to ascertain the long-term needs for our infrastructure.

The approach to the implementation of our capability improvements is discussed in our respective *Asset Management Plans*.

10. APPROVAL

- THE COMMON SEAL OF THE ALPINE SHIRE COUNCIL WAS HEREUNTO AFFIXED THIS 7TH DAY OF JUNE 2022 IN THE PRESENCE OF:

COUNCILLOR

SIGNATURE

COUNCILLOR

SIGNATURE

ACTING CHIEF EXECUTIVE
OFFICER

SIGNATURE



Budget Report Quarterly Review

For the period ending 31 March 2022

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1. Introduction

Preparation of report

The purpose of this report is to provide Council with an overview of quarterly results and an update on the forecast financial position for the year against budget, and it includes:

- Income Statement
- Departmental Summary
- Capital Works Summary
- Balance Sheet
- Dinner Plain Reserve
- Cash and Investments

Explanations are provided for variances greater than \$100,000.

The report has been prepared as required under section 97 of the *Local Government Act 2020* and has not been audited.

Explanations for budgets and variances have been provided by each department and reviewed by the Finance department.

It has been determined that Council is not required to complete a revised budget.

The report is presented to the Finance Committee, and to the Audit and Risk Committee and Council for noting.

2. Full Year Summary

Council is forecasting a full year surplus of \$11.7m, which is \$5.1m higher than the budgeted surplus of \$6.6m.

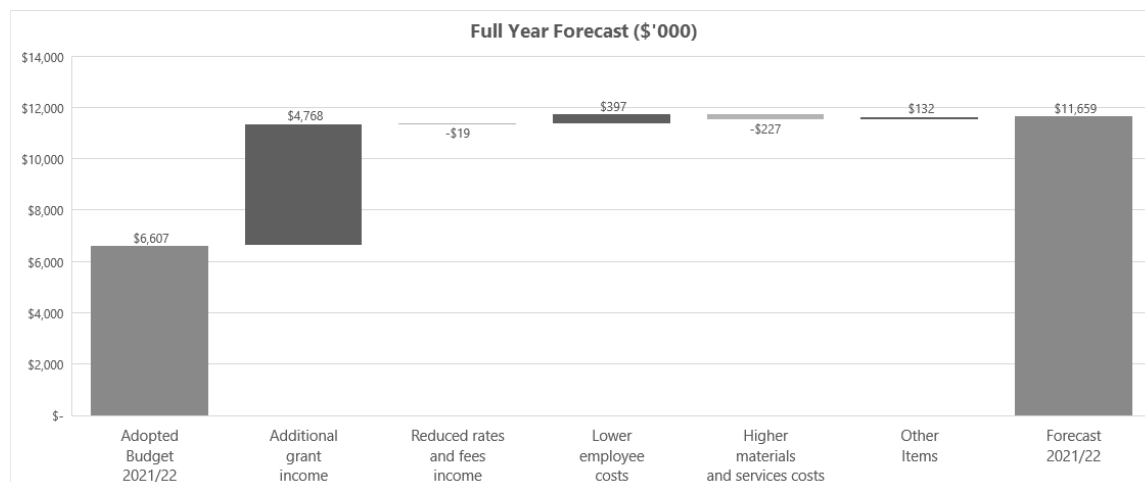


Fig 1: Full year forecast movement in budget surplus

The main driver of the increase in the surplus is unanticipated and unbudgeted additional grant income including early receipt of a significant part (75%) of 2022/23 Commonwealth Financial Assistance Grants.

Over 2021/22 the most significant of these are:

- Early receipt of 75% of the 2022/23 Financial Assistance Grants \$3m
- Additional unbudgeted funding for the Bogong High Plains Road Blackspot project \$1.3m
- Additional Bushfire Recovery Funding of \$1m
- Reduction in the Dargo High Plains Road Upgrade Phase 1 expenditure of \$0.9m
- Restatement of Capital Works Grants by an additional \$0.7m
- Great Valley Trail Income of \$0.4m
- Additional funding opportunities for community events projects of \$0.3m
- Unbudgeted funding for new employees from Apprenticeship Support Australia \$0.2m

This increased income together with a decrease in employee costs (\$0.4m) and increased materials and services expenditure (\$0.2m) are the key drivers in the variance between the budgeted and the forecasted position.

The materials and services items that have varied from budget include increased insurance premiums, IT subscription services costs, expenses from COVID related activities, higher than anticipated level of activity for infrastructure asset maintenance and several unbudgeted programs that are fully or partially funded by grants.

3. Comparison to Q2 Forecast

Key Variances (\$'000)

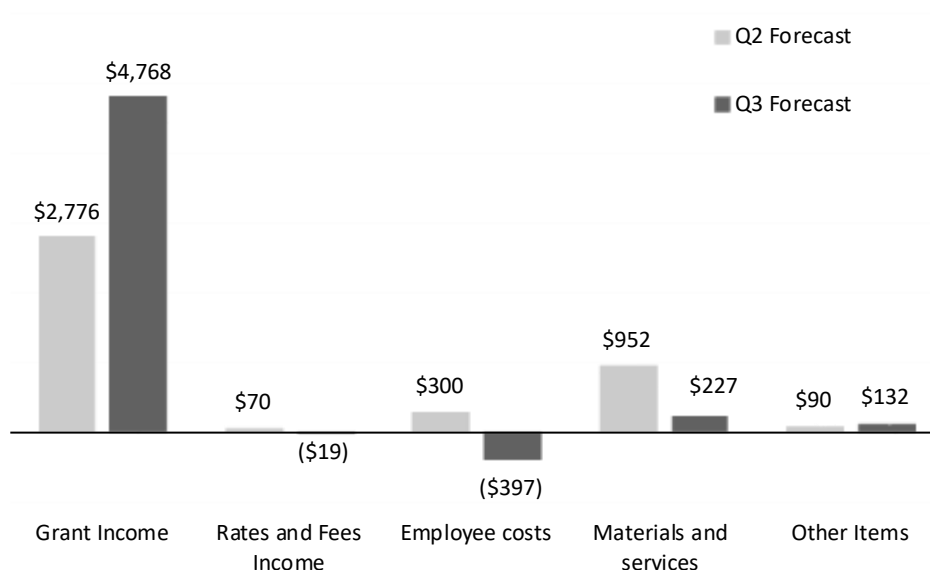


Fig 2: Comparison between Q2 and Q3 forecast

The Q3 forecast surplus has increased from the Q2 forecast by \$3.6m primarily due to a net increase in forecasted grant income of \$2.0m. This is in addition to a forecasted reduction in Employee costs (net movement \$0.7m), and a forecast decrease in Materials & Services expenditure (net movement \$0.7m).

4. Income Statement

Year-end forecast against budget is as follows:

	Actual YTD March \$'000	Budget YTD March \$'000	Variance \$'000	Budget Full Year \$'000	Forecast Full Year \$'000	Variance \$'000	%	Ref
Income								
Rates and charges	15,675	14,766	909	19,687	19,839	152	1%	1
Statutory fees and fines	386	417	(31)	614	443	(171)	-28%	2
User fees	876	825	51	1,101	1,091	(10)	-1%	
Contributions - cash	567	491	76	668	638	(30)	-4%	
Contributions - non-monetary assets	-	-	-	430	430	-	0%	
Grants - Operating (recurrent)	2,305	2,117	188	4,683	6,281	1,598	34%	3
Grants - Operating (non-recurrent)	1,983	183	1,800	256	2,109	1,853	724%	4
Grants - Capital (recurrent)	419	355	64	710	710	-	0%	
Grants - Capital (non-recurrent)	4,511	6,679	(2,168)	8,195	9,512	1,317	16%	5
Other income	650	527	123	720	810	90	13%	
Total income	27,372	26,360	1,012	37,064	41,864	4,799	13%	
Expenses								
Employee costs	7,375	7,944	(569)	10,562	10,165	(397)	-4%	6
Materials and services	8,055	9,474	(1,419)	13,974	14,201	227	2%	7
Depreciation	3,820	3,820	-	5,093	5,093	-	0%	
Amortisation	-	-	-	28	28	-	0%	
Landfill Rehabilitation	-	-	-	78	78	-	0%	
Other expenses	369	646	(277)	714	632	(82)	-11%	
Net gain on disposal of property, infrastructure, plant and equipment	(8)	-	(8)	8	8	-	0%	
Total expenses	19,611	21,884	(2,273)	30,457	30,205	(252)	-1%	
Surplus (deficit) for the year	7,761	4,476	3,285	6,607	11,659	5,052	76%	

Income Statement – Explanations of Full Year Variances

Ref	Item	Explanation
1	Rates and Charges	Greater than anticipated supplementary rates billed.
2	Statutory Fees and Fines	Reduction due to the waiver of Food Safety Premise Registrations as a Bushfire Recovery program initiative and funded by grant income (\$123k).
3	Grants – Operating (Recurrent)	Early payment of 75% of 2022/23 Commonwealth Financial Assistance Grants (\$3m). Note \$2m of these grants budgeted for 2021/22 were received and recognised as income in the 2020/21 financial year. Council received increased funding for Maternal and Child Health Services and the FreeZa Youth Series.

Ref	Item	Explanation
4	Grants – Operating (Non Recurrent)	Additional Bushfire Recovery funding resulting from a variation to an existing grant together with Bushfire Recovery grant money received from the Murray Primary Health Network (\$800k). Unbudgeted funds from Apprenticeship Support for new employees were received (\$175k). Unbudgeted fully funded programs for The GOAT and Prevention of Family Violence (\$140k). Unbudgeted grant for the State Government's initiative from Outdoor Activation (\$500k).
5	Grants – Capital (Non Recurrent)	Unbudgeted Local Roads and Community Infrastructure income received (\$405k). Higher than budgeted income for Great Valley Trail project (\$370k). Unbudgeted fully funded Bogong High Plains Road Blackspot project. This was offset by a reduction in income for Dargo High Plains Road upgrade.
6	Employee Costs	Error identified in Q3 as result of 2020/21 financial year-end process overstating 2021/22 year to date employee costs together with savings from ongoing staff vacancies.
7	Materials and Services	Various operational activities, the most significant of which include: increased asset maintenance due to the unusually wet season and COVID-19 related service disruption (\$210k) Unbudgeted Community Development programs that are either fully or partly funded by state/federal governments (\$171k) COVID-19 related activities including the Outdoor Dining Activation and the Dinner Plain COVID-19 checkpoint (to be recouped) (\$145k) increased IT subscriptions (\$85k) increased insurance premiums (\$49k) several capital works projects are now forecast to be deferred to 2022/23 Financial Year. The associated operational expenditure will also carry over to 2022/23.

5. Departmental Summary

	Actual YTD March \$'000	Budget YTD March \$'000	Variance \$'000	Budget Full Year \$'000	Forecast Full Year \$'000	Variance \$'000	Ref
Income							
Asset Development	4,938	7,034	(2,096)	8,913	10,222	1,309	1
Asset Maintenance	68	155	(87)	207	207		
Planning and Amenity	572	599	(27)	864	658	(206)	2
Bushfire Recovery	988	-	988	20	1,008	988	3
Corporate	15,044	14,893	151	21,718	23,346	1,628	4
Councillors and Executive	160	-	160	-	175	175	5
Economic and Community Development	1,213	389	824	517	1,318	801	6
Facilities	4,593	3,592	1,001	4,777	4,901	124	7
Technology and Transformation	-	-	-	-	-	-	
Grand Total	27,576	26,662	914	37,016	41,836	4,819	
Expenditure							
Asset Development	8,121	12,595	(4,474)	17,206	16,065	(1,141)	8
Asset Maintenance	2,281	2,041	240	2,756	3,042	286	9
Planning and Amenity	135	408	(273)	704	294	(410)	10
Bushfire Recovery	379	447	(68)	360	375	15	
Corporate	1,363	1,576	(213)	1,943	1,968	25	
Councillors and Executive	7,836	8,444	(608)	11,213	10,869	(344)	11
Economic and Community Development	1,083	1,349	(266)	1,808	1,787	(21)	
Facilities	2,330	3,243	(913)	4,386	4,312	(74)	
Technology and Transformation	621	1,163	(542)	1,416	1,398	(18)	
Expenditure Total	24,149	31,266	(7,117)	41,792	40,110	(1,682)	

Department Summary – Explanations of Full Year Variances

Ref	Item	Explanation
1	Asset Development Income	Additional funding for the Great Valley Trail and Dinner Plain Activation, unbudgeted fully funded Bogong High Plains Road Blackspot project (\$1.3m) and a restatement of the budget (\$710k), offset by a reduction in income for the Dargo High Plains Road upgrade (\$800k).
2	Planning and Amenity Income	Bushfire Recovery program initiative facilitated waiving Food Premises registration fees (\$123k). This has been offset by grant income received.
3	Bushfire Recovery Income	Additional grant funding to provide Community Events and other bushfire recovery activities across the Alpine Shire.
4	Corporate Income	Early receipt of 75% of 2022/23 Commonwealth Financial Assistance Grants (\$3m) plus unbudgeted income from Momentum Shared Services Shareholder dividend.
5	Councillors and Executive income	Unbudgeted income from Apprenticeship Support Australia for new employees.

Ref	Item	Explanation
6	Economic and Community Development Income	Increased funding received for new initiatives, Outdoor Activation (\$500k), enhanced Maternal & Child Health services and unbudgeted funding for the Prevention of Family Violence (\$65k) and Key Worker Housing Pilot program, The Goat event, COVID Vaccination Ambassador program and FreeZa Youth Series program (\$177k).
7	Facilities Income	Higher than predicted waste volumes for disposal and diversion across several categories of waste at the transfer stations
8	Asset Development Expenditure	<p>Variances include the following items:</p> <ul style="list-style-type: none"> • Unbudgeted fully funded Bogong High Plains Road Blackspot project (\$1.3m) • Reduced expenditure on the Dargo High Plains Road Upgrade (\$880k) • the Great Valley Trail project (\$700k) • Mount Beauty Airport Upgrade (\$760k) deferred to 2022/23 • Dinner Plain Activation Phase 1 (\$720k) deferred to 2022/23 • Porepunkah Landfill Rehabilitation Stage 2 (\$463K) • Energy Efficient Street Lighting (\$420k) deferred to 2022/23 • the Myrtleford Memorial Hall Renewal (\$259k) deferred to 2022/23 • additional expenditure on Tawonga Caravan Park Upgrade (\$200k) • Drainage Renewal (\$174k) • Snowy Creek Road Upgrade (\$100k) • East Ovens Bridge (\$100k)

Ref	Item	Explanation
9	Asset Maintenance Expenditure	<p>Variances include the following items:</p> <ul style="list-style-type: none"> • unbudgeted costs associated with Myrtleford and Mount Beauty Swimming Pool maintenance (\$80k) • increased drainage maintenance expenditure due to unusual wet season (\$70k) • increased expenditure for various other maintenance programs (\$43k) • increased costs for Porepunkah Transfer Station maintenance (\$30k) • increased expenditure for bridge maintenance (\$30k) • GIS map updates (\$20k) • costs associated with due diligence for the new Myrtleford depot site (\$20k)
10	Planning and Amenity Expenditure	Housing Strategy and potential costs associated with land development rezoning amendments deferred to 2022/23(\$147k). Completion of the Bright Western Gateway Precinct Structure Plan deferred until 2022/23 (\$54K).
11	Councillors and Executive Expenditure	Lower than budget due to correction of year end process error regarding 2020/21 accrued expenses (\$600k) together with ongoing staff vacancies.

6. Capital Works Summary

The following table summarises all capital works projects where the forecast full year income or expenditure varies from the budgeted amount by \$100,000 or more.

	Actual YTD March \$'000	Budget Full Year \$'000	Forecast Full Year \$'000	Variance		Ref
				\$'000	%	
Income						
Great Valley Trail	1,186	1,260	1,630	370	29%	1
Dargo High Plains Road Upgrade Phase 1	-	1,200	400	(800)	-67%	2
Dinner Plain Activation Phase 2	150	-	150	150	100%	3
East Ovens Bridge	120	100	120	20	100%	4
Bogong High Plains Road Blackspot	1,215	-	1,257	1,257	100%	5
Snowy Creek Road Upgrade	-	110	-	(110)	100%	6
Dinner Plain Activation Phase 1	-	300	300	-	100%	7
Expenses						
Great Valley Trail	2,376	1,700	2,400	700	41%	1
Dargo High Plains Road Upgrade Phase 1	286	1,200	320	(880)	-73%	2
Dinner Plain Activation Phase 2	29	-	50	50	100%	3
East Ovens Bridge	-	100	-	(100)	100%	4
Bogong High Plains Road Blackspot	1,232	-	1,235	1,235	100%	5
Snowy Creek Road Upgrade	-	110	-	(110)	100%	6
Dinner Plain Activation Phase 1	100	1,200	480	(720)	-60%	7
Dinner Plain Snowmaking	44	-	44	44	100%	7
Combustible waste infrastructure upgrade	-	-	40	40	100%	8
Buckland Valley Road Upgrade	667	385	667	282	73%	9
Mount Beauty Airport Upgrade	364	3,000	2,240	(760)	-25%	10
Tawonga Caravan Park Upgrade	711	1,750	1,950	200	11%	11
Energy Efficient Street Lighting	27	450	30	(420)	-93%	12
Porepunkah Landfill Rehabilitation Stage 2	57	520	57	(463)	-89%	13
Myrtleford Memorial Hall Renewal	5	265	6	(259)	-98%	14
Drainage Renewal	41	250	255	5	2%	15

Capital Works Summary – explanation of Variances

Ref	Item	Explanation
1.	Great Valley Trail Income and Expenditure	Progress on the Great Valley Trail construction works was slower than anticipated due to a delay in securing Traditional Owner approval for the works. As a result, the expenditure planned has occurred during 2021/22, and the associated claims for grant funding income were likewise deferred.
2.	Dargo High Plains Road Upgrade Phase 1 Income and Expenditure	Since the 2021/22 budget was finalised, the phasing of the Dargo construction works has been reassessed and works which were planned for delivery in 2021/22 have been deferred until 2022/23, along with the corresponding income.

Ref	Item	Explanation
3.	Dinner Plain Activation Phase 2 Income and Expenditure	Unbudgeted funding of \$500k received from state government but forecast expenditure is only expected to total \$50k
4.	East Ovens Bridge Income & Expenditure	Project is delayed by outstanding negotiations between Traditional Owner and Parks Victoria.
5.	Bogong High Plains Road Blackspot Income & Expenditure	Unbudgeted fully funded project which has commenced and is expected to be completed this financial year.
6.	Snowy Creek Road Upgrade Income	DELWP has agreed funds received and recognised in 2020/21 can be redirected to this project. No further funding expected.
7.	Dinner Plain Activation Phase 1 and Dinner Plain Snowmaking Income and Expenditure	The phasing for delivery of the significant project works in Dinner Plain was reviewed after the finalisation of the 2021/22 budget, to take advantage of the economies of scale and sharing of mobilisation costs across the different components of these projects. It was originally intended to result in a total zero net impact, but the restricted availability of suitable contractors and a delayed component scope has deferred expenditure until 2022/23.
8.	Combustible waste infrastructure upgrade Expenditure	Unbudgeted expenditure required to achieve compliance with EPA legislative requirements
9.	Buckland Valley Road Upgrade Expenditure	Works that were originally planned to be delivered by DELWP on preparing the road for sealing have now been carried out by Council. There is sufficient external funding from Regional Roads Victoria and DELWP to cover the additional costs.
10.	Mount Beauty Airport Upgrade	Pavement works unable to be completed by winter due to latent conditions
11.	Tawonga Caravan Park Upgrade	Increased scope of work following December 2021 Council meeting

Ref	Item	Explanation
12.	Energy Efficient Street Lighting	Procurement of 95% of lights procured in 2021/22. Contract for works awarded at April 2022 Council meeting.
13.	Porepunkah Landfill Rehabilitation Stage 2	Design currently under EPA review which will delay planned completion.
14.	Myrtleford Memorial Hall Renewal	Work paused pending council decision at April 2022 Council meeting to relocate Visitor Information Centre.
15.	Drainage Renewal	Additional scope to be funded by Local Roads & Community Infrastructure Program Stage 3 funding but a delayed start may mean project is at risk of being carried over into next financial year.

7. Balance Sheet

	Actual YTD March \$'000	Budget Full Year \$'000	Forecast Full Year \$'000	Variance \$'000	%
Assets					
Current assets					
Cash and cash equivalents	165	1,568	1,625	57	4%
Trade and other receivables	7,309	2,552	2,604	52	2%
Financial assets	34,733	21,000	30,000	9,000	43%
Inventories	72	91	122	31	34%
Other assets	156	324	387	63	19%
Total current assets	42,435	25,535	34,738	9,203	36%
Non-current assets					
Investment properties	3,775	3,260	3,775		
Investment in shared services	123	159	123	(36)	-23%
Property, infrastructure, plant & equipment	218,064	233,671	231,599	(2,072)	-1%
Intangible assets	242	474	428	(46)	-10%
Inventories	30	-	-	-	0
Total non-current assets	222,234	237,564	235,925	(2,154)	-1%
Total assets	264,669	263,099	270,663	7,564	3%
Liabilities					
Current liabilities					
Trade and other payables	2,112	2,414	2,723	309	13%
Trust funds and deposits	205	454	434	(20)	-4%
Provisions	1,886	3,249	3,317	68	2%
Income received in advance	10,702	33	3,902	3,869	11724%
Interest-bearing loans and borrowings	-	-	-	-	-
Total current liabilities	14,905	6,150	10,376	4,226	69%
Non-current liabilities					
Provisions	3,499	3,074	3,150	76	2%
Income received in advance	422	1,192	2,405	1,213	102%
Interest-bearing loans and borrowings	-	-	-	-	-
Total non-current liabilities	3,921	4,266	5,555	1,289	30%
Total liabilities	18,826	10,416	15,931	6,804	65%
Net assets	245,843	252,683	254,732	2,049	1%
Equity					
Accumulated surplus	119,401	126,366	128,180	1,814	1%
Reserves	126,442	126,317	126,552	235	0%
Total equity	245,843	252,683	254,732	2,049	1%

8. Dinner Plain Reserve

	Actual YTD March \$'000	Budget Full Year \$'000	Forecast Full Year \$'000	Variance \$'000	%
Balance as at 1 July 2021	835	728	835	107	
Income	1,088	1,610	1,610	-	0%
Expenditure	981	2,511	1,756	(755)	-43%
Net Movement	107	(901)	(146)	755	-517%
Balance	942	(173)	689	862	125%

The Dinner Plain Reserve is forecast to be \$689k at 30 June 2022. This is \$862k higher than budgeted primarily as a result of a higher opening balance due to lower expenditure on Dinner Plain Bus and in year lower expenditure on the Dinner Plain Activation Project Phase 1 (\$720k). This budget will be carried forward into the next financial year.

9. Cash and Investments

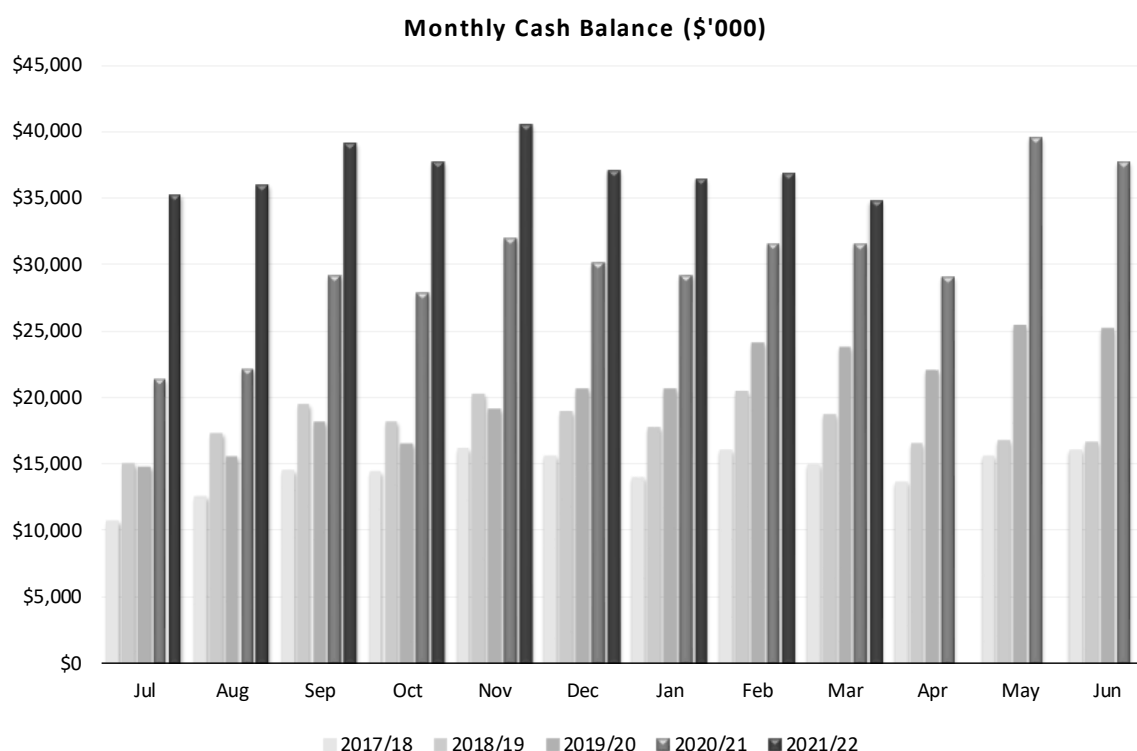


Fig 3: Monthly Cash Balance

The cash balance was \$34.8m at 31 March 2022, of which \$29.0m was invested in term deposits. This was \$3.0m lower than the 2020/21 end of year cash balance of \$37.8m.

The main contributing factor to the reduction in the cash balance, was the increased capital works supplier payments made during the period.

COUNCIL REPORT

Quarterly Performance Report

Council Plan 2021-2025
Progress to 31 March 2022

Strategic Driver 1. For those who live and visit-*Vision: To be connected, supported, and welcomed throughout all stages of life*

Annual Actions 2021/22	Progress to 31 March 2022
Strategic Objective: 1.1 A community that is active, connected and supported	
Deliver the annual Community Grants Program	All Community Grants projects are on track to be completed as planned prior to end of the financial year.
Strategic Objective: 1.2 Services and resources that enhance health and wellbeing	
Develop Library Services Plan	The Library Services Plan was approved in February 2022.
Provide contemporary library services	Have applied for funding to support IT workshops. Fantastic author talks in February 2022. Rhyme Time and Storytime continuing at the 3 library locations. Adapted to COVID19 restrictions during school holiday period by providing take home craft activities, and continue to offer a range for the upcoming Easter holiday period.
Work with Alpine Health to advocate to State and Federal Governments for funding	Council continued to advocate on behalf of Alpine Health for Federal and State Government funding for the Bright Hospital Redevelopment.
Deliver Seniors Festival	Discussions continue with Alpine Health.
Provide Maternal and Child Health (MCH), Immunisation, and Supported Playgroups services	Maternal and child health, supported playgroups and immunisation clinics delivered to community.
Develop and implement the Alpine Shire Council Access and Inclusion Plan 2021-2025	Alpine Shire Council Access and Inclusion Plan 2021-2025 developed. Implementation plan drafting commenced.
INDICATOR Active library borrowers in municipality	13.67% at Q3
INDICATOR Cost of library service per population	Calculated at end of the financial year
INDICATOR Participation in the Maternal Child Health service	77.5% at Q3
INDICATOR Aboriginal participation in the Maternal and Child Health Service	57.9% at Q3
INDICATOR Participation in supported playgroups	Supported playgroups delivered to vulnerable families either face to face or virtually during COVID19 lockdowns.
Strategic Objective: 1.3 A caring community	
Develop a Reflect Reconciliation Action Plan (RAP) and implement actions and deliverables identified in the Plan	A draft Reflect RAP was developed and has been made available for First Nations peoples of the Alpine Shire to provide feedback. There will be an opportunity for non-First Nations people to provide feedback later in the year.
Deliver services and programs to support Youth	Youth strategy engagement underway - final draft Youth Strategy due to be delivered June 2022. FreeZa youth events delivered Q3 as well as L2P program.
Undertake research, strategy development and advocacy to address housing affordability 2021-2025	Draft Affordable Housing Analysis and Action Plan received in Q3. Being finalised for presentation to Council in Q4.

Annual Actions 2021/22	Progress to 31 March 2022
Undertake the Key Worker Housing Pilot Project 2021-2022	There are various activities under this project which have all commenced. Funded works are on schedule for completion by the end of the financial year.
Deliver the Prevention of Family Violence funded project	Collaborating with Women's Health Goulburn North East to deliver actions from Prevention of Family Violence Project.
Strategic Objective: 1.4 Increasing healthy eating and active living	
Support increased participation in physical activity through Community Grants Program	Community grants are promoted to community groups to increase participation in physical activity; membership of Active Alpine Group.
Provide well maintained seasonal pools and sports centres	Provision of services for Bright Sports Centre and seasonal pools in Myrtleford and Mount Beauty contracted out to Belgravia Leisure for 2021/2022.
INDICATOR Number of visits to aquatic facilities per head of population (Utilisation of aquatic facilities)	1.45 at Q3
Strategic Objective: 1.5 Improving mental wellbeing	
Accessible Council Meetings	Council meetings continue to be livestreamed from the Bright Council Chamber, and recordings made available on Council's website and YouTube channel. Meetings that are open to the public and held in Mount Beauty or Myrtleford are recorded, and those recordings made available following the meeting.
Strategic Objective: 1.6 Preventing all forms of violence	
Deliver 16 Days of Activism	16 Days of Activism Program completed (25 November - 10 December). Planning underway for 2022, 16 Days of Activism campaign including influence of gender equality on family and domestic violence.

Community Recovery Events

Alpine Shire Council hosted an array of successful community recovery events in 2022, providing community the opportunity to reconnect after long periods of isolation due to bushfires, followed by COVID19.

The events Council administered between January and March 2022 included;

- autumn outdoor cinema series, providing family friendly screenings in Bright, Harrierville, Mount Beauty and Myrtleford.
- 'The Dreaming Space' family fun nights held in Bright, Myrtleford and Mount Beauty. Events were very well attended in all townships.

- Roller-skating installation at Bright Community Centre. Daytime sessions were filled with schools, while the evening sessions were open to all ages and featured DJ/ disco sessions. Buses transported those from Myrtleford or Mount Beauty wishing to attend. Over 1,100 community members came along to this free event, with positive feedback received from young and old.

Alpine Shire Council was also able to provide grant funds to support for 17 community organisations to assist in delivering their own community events.

All community recovery events were made possible by the Community Wellbeing Program from Murray PHN, or jointly funded by the Victorian and Commonwealth Government under the Commonwealth-State Disaster Recovery Funding Arrangements.

Alpine Shire Council bushfire recovery team worked on raising awareness, and improving available information, to help encourage community to be better prepared for future emergencies. This has been identified as an issue through community surveys and the Community Recovery Committee and is one of the key recovery initiatives identified in the Community Recovery Plan. Some activities included;

- redevelopment of the 'Fire, Floods and Emergencies' sections of the Alpine Shire Council website,
- Bushfire Place of Last Resort signage and flyers to explain what these locations can (or cannot) provide in an emergency, and
- Alpine Shire Residents Guide revamp, with expanded information on what to do before, during and after an emergency, for all shire residents and visitors. Flyers have been developed and distributed to raise awareness of this useful tool.

Alpine Shire Council has developed a draft Reflect Reconciliation Action Plan (RAP) in conjunction with the Reflect RAP designated working group, which consisted of internal and external stakeholders with an interest in reconciliation in the Alpine Shire.

A Reflect RAP is designed for organisations looking to begin their reconciliation journey with First Nations people. Council aims to create a Reflect RAP that is inclusive and supports the First Nations peoples of the Alpine Shire.

Strategic Driver 2. For a thriving economy

Vision: Ideas and industry thrive through a climate sensitive and diverse economy

Annual Actions 2021/22	Progress to 31 March 2022
Strategic Objective: 2.1 Diverse reasons to visit	
Facilitate events on Council land over the year. Facilitate the annual Event Funding Program	The Spartan and GOAT events were completed in Q3. Participation numbers in the Spartan event were reduced compared to previous years as a result of COVID19 restrictions and participant hesitancy. An additional 55 events (varying from small to large scale events) facilitated on Council land were delivered throughout Q3, including the Bright Paragliding Open, Markets, Alpine Classic, Brighter Days, Myrtleford Bush Market and Dederang Picnic Races.
Develop and implement Events Strategy	Events Strategy Implementation Plan will be presented to Council during Q4 with the Event Strategy Permitting and Funding Framework effective from 1 July 2022.
Progress next stage of the Sustainable Tourism Project.	No progress.
Implement Council's Economic Development Strategy	Marketing activity delivered to increase geographic and visitor dispersal. Businesses supported with Government funding and other initiatives such as outdoor activation funding.
INDICATOR Number of permitted festivals and events in the Shire	The return of events has been strong throughout Q3, however, three medium impact events were unable to proceed due to uncertainty with COVID19 restrictions throughout planning and/or as a result of being unable to engage volunteer workforce, including the Myrtleford Festival and As the Cocky Flies music event.
INDICATOR Number of overnight and day trip visitors	2021 visitation statistics have been received. A detailed report will be presented to Council during Q4. NB: 2020 visitation data was not collected due to the impact of the summer bushfires and 153 days of Melbourne COVID19 restriction lockdowns + multiple state border lockdowns. Data sourcing was deemed as unreliable by Tourism Research Australia.
Strategic Objective: 2.2 Innovative and sustainable business development that supports year-round benefit	
Continue to deliver small business workshops	No small business workshops held over Q3. Workshops are planned to be delivered during Q4 with a focus on business operator presence online.
INDICATOR Number of small businesses and light industry in the Shire	Calculated at end of the financial year
Strategic Objective: 2.3 Access to technology that meets our evolving needs	
Develop a Telecommunications Strategy NBN	The Mobile and Internet Communications Strategy draft has been developed in consultation with the community (Community Consultative Panel and a community-wide survey). The draft is being reviewed, ahead of presenting to Council with a view to open it to public consultation before endorsement.

Strategic Driver 3. For the bold protection of our future

Vision: Our natural environment is protected and preserved

Annual Actions 2021/22	Progress to 31 March 2022
Strategic Objective: 3.1 Decisive leadership to address the impacts and causes of climate change	
Implement Alpine Shire Council Climate Action Plan	Climate Action Plan initiatives have been delivered through the development of: <ol style="list-style-type: none"> 1. Environmentally Sustainable Design (ESD) Design guidelines and specifications are currently being trialled on two major renovations. 2. Council has applied for funding for 8 charging stations to be installed at the Bright office for future Council electric vehicle (EV) fleet. 3. Solar photovoltaic (PV) and batteries switched on at 6 Council buildings. 4. Streetlight replacement with LED progressing.
Energy efficient street lighting	Council resolution for award of contract for hardware complete.
INDICATOR Net Zero Greenhouse Gas Emissions -2023 (Cities for Power Partnership)	Calculated at end of the financial year
Strategic Objective: 3.2 Stewardship and care of our natural environment	
Protect and enhance our waterways	Council is a partner in the Upper Ovens platform and actively engaged with multiple active Landcare groups across the Shire.
Domestic Animal Management Plan	The Domestic Animal Management Plan 2022-2026 was adopted by Council at the February 2022 Council Meeting.
Strategic Objective: 3.3 Responsible management of waste	
Implement a container deposit scheme and support local resident use of program by 2023	No progress, waiting on direction from the Victorian Government. Expected to be delivered in 2023/24.
Closed landfill risk assessment	The final landfill gas risk assessments have been completed for Myrtleford and Porepunkah and minor works and monitoring is being undertaken to achieve compliance.
Events Waste Management Plan Implementation	Waste wise event signage is now being used in events.
Myrtleford Landfill Rehabilitation	Feedback from the environment protection authority (EPA) on permeability criteria led to a review of the cap design. May require cap redesign to Geosynthetic Clay Liner to comply with Best Practice Environmental Practice (BPEM) standards.
Porepunkah Landfill Rehabilitation	Negotiations ongoing with EPA. Possible redesign of cap profiles to meet BPEM standards.
Implement Food Organics Garden Organics (FOGO) collection service	FOGO Implementation will be delivered in July 2023. Implementation plan adjusted and educational collateral is being finalised with Sustainability Victoria. Council is still discussing the final funding model with Department of Environment, Land Water and Planning (DELWP).
INDICATOR Community satisfaction with waste management performance - Target 70	2021 result: 68 (This is comparable to both Small Rural and State-wide averages).

Annual Actions 2021/22	Progress to 31 March 2022
INDICATOR Kerbside collection waste diverted from landfill - Target increase	39.6% at Q3
Strategic Objective: 3.4 A community that is prepared for, can respond to, and recover from emergencies	
Municipal Emergency Management Plan (MEMP)	The Flood Subplan has been approved by the MEMP Committee. The Fire Subplan has been drafted and is under review, with approval anticipated in Q4.
Support Alpine Resilience Committee and Community Recovery Committee through delivery of resilience activities and initiatives.	Alpine Resilience Committee established with 2 meetings held this financial year. Planning is underway for future planning workshop. Secretariat has been engaged to support first six months.
Strategic Objective: 3.5 Reducing the impact of climate change on health	
Work with local partners to support initiatives relating to climate change	Council attended and supported Council's Climate Action Field Day. Letters of Support to an EV commercial installer for Charging the Regions fund will see the installation of an EV charging station in the Bright township this financial year.

Kerbside Waste audits

Council's Sustainability and Waste team helped to facilitate and finalise the kerbside waste audits (with contracted auditors) and relevant waste diversion and contamination reports for Council. This is a crucial project to enable Council to have a detailed understanding of its waste streams and assist Council in its decision processes for future waste streams such as food organics, green organics (FOGO) and glass.

Green Waste days

An additional green waste day was run at all of Council's Transfer Stations in March. This was the second green waste day within 4 months. It was delivered after the storms to support community members keep their properties fire safe whilst still in the Fire Ban period.

This weekend is in addition to the free green waste disposal days held annually by Council in the lead up to summer.

Facilities rostering systems

Successful implementation of a new rostering system across the Visitor Information Centres, school crossing supervisors and waste transfer station staff. This system is an extension of Council's payroll system enabling rosters to be automatically swapped and moved by supervisors and timesheets to be automatically created. This has already had a beneficial impact on time efficiencies for supervisors and team members.

Electric Vehicle (EV) charging stations

Council supplied a letter of support to a commercial EV network entity which helped to secure funding for the first universal EV charging station to be installed in the township of Bright. This will be installed this financial year.

Council has made an application for 8 charging stations for its carpool fleet through the State Government.

Strategic Driver 4. For the enjoyment and opportunities of our lifestyle*Vision: The connection between people and place is strengthened*

Annual Actions 2021/22	Progress to 31 March 2022
Strategic Objective: 4.1 Conservation and promotion of the distinct character across the Shire	
Character and heritage of our townships and settlements respected and retained	Pre apps for significant sites in Mount Beauty taken place and guidance on how these sites can be developed is ongoing
Strategic Objective: 4.2 Planning and development that reflects the aspirations of the community	
Bright Western Gateway Precinct Structure Plan	Draft Stackey Gully Flooding and Drainage report has been received and is currently being considered.
Land Development Strategy	Land Development Strategy background report and engagement process is expected to completed this financial year.
Develop the Alpine Shire Council Housing Affordability Strategy by 2023	No progress in Q1 and Q2. Focus has been on delivering Key Worker Housing Pilot. This piece of work relies on the completion of the Land Development Strategy.
Planning Customer Service Process Improvements	In the continued absence of an integrated planning IT system several changes have been implemented to reduce time around processing of applications and returning of calls and emails.
Planning Scheme Amendments	Amendment C60 approved by DELWP, awaiting gazettal
INDICATOR Council planning decisions upheld at VCAT	100% (one case affirmed in Q3)
INDICATOR Planning applications decided within required timeframes - Target 70%	44% - year to date at March 2022
INDICATOR Time taken to decide planning applications - Target 60 days	110 days - year to date at March 2022
Strategic Objective: 4.3 Accessible parks that promote active and passive recreation	
Elm Leaf Beetle treatment and upper canopy works (High Risk areas)	Annual Elm Leaf Beetle has been completed including updating the GIS location and relevant diameter measurements for each tree surveyed. Upper canopy works undertaken based on risk and location.
Maintenance of Council parks, gardens, and trails	Council takes pride in the maintenance of its parks, gardens and trails.
Great Valley Trail	Final works complete by end-April and handover to Council maintenance teams is underway.
Develop and implement the Alpine Shire Council Active Alpine Sport and Recreation Plan 2021-2025	Alpine Sport and Active Recreation Plan adopted by Council. Development of action plan will commence in Q4.
Strategic Objective: 4.4 Diverse arts and cultural experience	
Support delivery of arts and culture projects	Successful completion of Mount Beauty Mural project.
Strategic Objective: 4.5 Assets for our current and future needs	
Adoption of Asset Plan	Council's Asset Plan is due for adoption in June 2022 following release for public submissions at the April 2022 Council meeting.
Asset management revaluations and reporting	Asset Valuation is underway. Final Asset Valuation Report is scheduled for Q4.

Annual Actions 2021/22	Progress to 31 March 2022
Dargo High Plains Road	Works ongoing and scope will be maximised prior to the winter road closure. Planning for works over summer 22/23 is well progressed.
Dinner Plain activation	Works have commenced on bus bays and bus shelters.
Essential Safety Measures System	The inspection of Council owned and managed buildings is underway. A review of the number of individual structures that require inspection in accordance with this legislation is underway.
Inspect and prioritise regular maintenance of its assets in engineering, civil infrastructure, open spaces, and building areas	In accordance with relevant Asset Management Plan each asset class is inspected to prioritise program of renewal works.
Mount Beauty Airport	Works have been impacted by poor subgrade conditions. These are being addressed but have delayed the project. Project expected to be completed in Spring 2022.
INDICATOR - Sealed local roads maintained to condition standards	Maintenance of sealed roads schedule based on priority inspections and reported customer requests.
INDICATOR Community satisfaction with sealed local roads - Target 60	63 in 2021 (significantly higher result than Small Rural and State-wide averages).

Planning and Amenity department

A number of vacancies in the statutory planning team has led to a increased lead time for application assessments affecting our performance statistics. As a result of changes in the team cases have been reallocated which has further affected continuity and speed of completion of planning applications. Highlights include:

- Council's Statutory Planning decision affirmed in VCAT Hearing regarding refusal of 2 dwellings in Q3.
- Statutory Planning compliance concluded three detailed investigations into property breaching planning compliance and lodged appeals with VCAT.
- Statutory Planners completed a Planning Institute of Australia training course on Farm Management Plans.
- Council Building Surveyor (Limited) achieved accreditation with the Victorian Building Authority in order to be recognised as a Municipal Building Surveyor

The environmental health team has held a vacancy all year however through careful delegation and management of workload the service delivery of this important regulatory service has not been adversely affected.

Land Development Strategy

Progress of the Land Development Strategy was slowed due to delays in receiving important data from external sources. This data has since been received and Strategic Planning along with its delivery partner are working through the preliminary findings before commencing community engagement in accordance with Council's Engagement Policy.

Strategic Driver 5. For strong and informed leadership*Vision: Collaborative, bold and evidence-based decision making*

Annual Actions 2021/22	Progress to 31 March 2022
Strategic Objective: 5.1 Effective communication and engagement	
Improve community engagement participation and access	Council continued to engage with the community on a range of projects. There has been an engagement focus in Tawonga with the recommencement of the Alpine Better Places project and the Tawonga Community Hall upgrade.
Finalise online customer portal and all customer request system optimisations	The online customer portal has progressed well and is nearing completion. Expected delivery by end of the financial year.
Upgrade core technology applications to improve customer experience	Started the delivery of the Branch Network Renewals project that will deliver much improved service reliability to Alpine Shire branch locations, such as Visitor Information Centres, Libraries and the Maternal Child Health service. Completion of procurement for the Server Renewal Project. This has been 18 months in planning and will help Council staff delivery services to community with greater efficiency and reliability.
INDICATOR Community satisfaction with Council's community consultation and engagement performance - Target 60	57 in 2021 (slightly higher result than Small Rural and State-wide averages)
Strategic Objective: 5.2 A responsible, transparent and responsive organisation	
Adopt Community Vision	The Community Vision was adopted by Council in October 2021.
Adopt Council Plan	The Council Plan was adopted by Council in October 2021. This quarterly report is the second report against the new Council Plan.
Local Government Act implementation	Preparation of Council's Asset Plan is the one remaining action due from the suite of new documents required by the <i>Local Government Act 2020</i> . Due for adoption in June 2022.
Maintain transparent governance and decision making	Council meetings continue to be livestreamed from the Bright Council Chamber, and recordings made available on Council's website and YouTube channel. Meetings that are open to the public and held in Mount Beauty or Myrtleford are recorded, and those recordings made available following the meeting. All agendas and minutes are available on the Council website. Progress against major initiatives is reported through the Project Dashboard available on the Council website.
Adoption of Financial Plan	The Financial Plan was adopted by Council in October 2021. It is a key part of Council's financial management and is used in development of the draft Budget 2022/23.
Develop Gender Equality Action Plan	A draft of Council's Gender Equality Action Plan was prepared and circulated to councillors, employees, and employee representatives in March 2022. A final Gender Equality Action Plan has been submitted to the Gender Equality Commission.
Develop Workforce Plan	Council progressed its Gender Equality and Action Plan in line with the requirements of the <i>Gender Equality Act 2020</i> .

ORDINARY COUNCIL MEETING M(5) - 7 JUNE 2022		8.3.2 COUNCIL PLAN Q3 PERFORMANCE REPORT	
Annual Actions 2021/22		Progress to 31 March 2022	
Invest in workforce to ensure skills, customer service, capital works, planning, and transferring delivery of certain activities in-house		Council continues to invest in its people, developing technical, interpersonal and leadership capabilities. Council is sponsoring two employees to undertake the Alpine Valleys Community Leadership Program and another employee to undertake the LGPro Executive Leadership Program.	
INDICATOR Council decisions made at meetings closed to the public		2.12% at Q3	
INDICATOR Councillor attendance at Council meetings		96.8% at Q3	
INDICATOR Satisfaction with Council decisions		56 in 2021 (same result as Small Rural and State-wide averages)	
INDICATOR Community satisfaction with Council's overall performance - Target 70		62 in 2021 (slightly higher than Small Rural and State-wide averages)	
INDICATOR Working capital (current assets as percentage of current liabilities)		Calculated at end of the financial year	
Strategic Objective: 5.3 Bold leadership, strong partnerships and effective advocacy			
Ensure membership of regional partnerships to progress the Alpine Shire		Council is a member of the Ovens and Murray Regional Partnership and the Hume Region Local Government Network.	
Continue to sit on Tourism North East Board, part of Alpine Community recovery community and municipal recovery committee		Council's CEO is a director of the Tourism North East Board and a member of the Alpine Resorts Governance Reform in a stakeholder reference group.	
Maintain effective working relationship with Government funding bodies and MPs		Council's CEO and Mayor have been actively advocating to State and Federal Ministers and members of parliament on a range of issues. In Q3 funding announcements for several projects Council has been advocating for, including the Myrtleford Splash Park and Tronoh Dredge Hole Development in Harrietville were announced. Council continues to raise housing affordability and availability issues and advocate for funding for the Bright Hospital redevelopment electrical vehicle (EV) charging stations in Alpine Shire.	

Gender Equality Action Plan

Following staff consultation in December 2021, a draft of Council's Gender Equality Action Plan was prepared and circulated to councillors, employees, and employee representatives for their feedback. The Gender Equality Action Plan contains strategies for achieving workplace gender equality and must be reported against every two years. The Gender Equality Action Plan is a requirement of the *Gender Equality Act 2020* and has been submitted to the Gender Equality Commission by the due date.

Transition to new software systems

Following the transition to Council's new property and rating system on 1 July 2021 staff continue to progress work on enhancements and optimising the solution including:

- Successful integration with the Valuations application.
- Animal registrations have been generated, including renewal notices being sent to residents.

The draft Budget 2022/23 was prepared, and ready for presentation to the April Ordinary Council meeting. The draft Budget will be released for public submissions, prior to it being adopted at the June Council meeting.

Information Technology

Council completed procurement for the Server Renewal Project, and subsequent start of project delivery. This has been 18 months in planning and will help Council staff delivery services to community with greater efficiency and reliability.

Branch Network Renewals project was commenced – this will provide much improved service reliability to Alpine Shire branch locations, such as Visitor Information Centres, Libraries and Maternal and Child Health services.

Special Rate Area

Dinner Plain



0 100 200 m

Coordinate System GDA94 MGA Zone 55

Created: 25/3/2022

While every care is taken by Alpine Shire Council and the Department of Environment, Land, Water and Planning to ensure the accuracy of this data, Alpine Shire Council and the Department of Environment, Land, Water and Planning 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.



ALPINE
SHIRE COUNCIL

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Budget

2022/23

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1 Mayor and Acting Chief Executive Officer's Introduction

We are delighted to present the Alpine Shire Council 2022/23 budget, our first budget with a focus on the new Community Vision 2040 and Council Plan 2021-2025.

The new Community Vision and Council Plan were developed through comprehensive community engagement, resulting in a plan clearly aligned with the needs and aspirations of our community.

With an exciting new set of strategic objectives and a renewed commitment to support, build and represent our community, this budget aims to balance our business-as-usual with a range of new initiatives and a large capital works program.

This budget ensures that we can continue to deliver high-quality services, initiatives, events and projects that empower our communities as we all turn our gaze to a positive future.

Community resilience, supporting local businesses to thrive and ensuring our communities are proud of where they live, are just some of the key priorities that underpin our day-to-day decision making.

Council's 2022/23 budget provides a strong financial position, allowing us to focus on the critical services and initiatives to support our community.

As we progress through 2022 and into 2023 Council will work with the community to develop and adopt key documents that will guide our operation into the future.

These include the completion of the Land Development Strategy, which will identify future growth areas in the Shire, and commencement of a Community Climate Action Plan in response to the Climate Emergency declared by Council in November 2021.

We will deliver climate action initiatives to deliver net zero corporate carbon emissions by July 2023 and prepare for the roll out of the kerbside collection service for Food Organics, Green Organics (FOGO).

Our strategic planning, building control, local laws and environmental health functions will continue to underpin our ability to support a safe, sustainable and highly liveable Shire.

As we continue to adapt to changing conditions, our budget provides full support for our diverse community facilities and activities, from our libraries, airports, swimming pools and visitor information centres, to our youth activities and maternal and child health services.

We plan to deliver another strong capital expenditure program totalling \$18.84m, made possible through supporting Government funding of over \$8.1m.

Major projects include the Dinner Plain Activation (\$1.45m), Dargo High Plains Road Upgrade (\$2.25m), Landfill Rehabilitation (\$2.2m), Annual Road Renewal Program (\$1.5m), Detailed Design of the Ablett Pavilion Upgrade, Myrtleford Splashpark, Myrtleford Savoy Soccer Club Upgrade, and the Harrietteville Tronoh Dredge Hole Precinct.

The Tawonga Memorial Hall Upgrade, and Mountain View Children's Centre Concept Design will also be carried out in this new financial year.

Further supporting Council's commitment to climate change mitigation and reduction of greenhouse gas emissions, a number of key projects will be delivered to improve the efficiency and environmental impacts of Council infrastructure.

These vital projects include the Mount Beauty Stadium Renewable Energy Upgrade (\$200,000) and Bright Office Electric Vehicle Charging station installation (\$61,000).

The Energy Efficient Streetlight Upgrade (\$500,000) will see ageing and inefficient street lighting replaced with energy-efficient alternatives, and a number of Council buildings will be upgraded to renewable energy solutions.

While delivering a large capital works program, we will also maintain our vital civil assets to a standard that we are all proud of, from our road, bridges and footpaths to our buildings, public amenities, bins and recreational areas.

The budget includes a rate increase of 1.75% for 2022/23, (1.5% in 2021/22) in line with the Fair Go Rates System, which caps Victorian Council rate increases in line with inflation.

We believe this budget strikes the important balance between supporting our residents and businesses in their ongoing recovery from the Covid-19 pandemic and delivering key climate change initiatives and projects with an eye to an exciting and prosperous future, while remaining financially responsible.

We are proud to serve our vibrant community in a place known for its natural beauty and its many opportunities for both residents and visitors.

Cr Sarah Nicholas
Mayor

Alan Clark
Acting Chief Executive Officer

Financial Snapshot

Key Statistics	2021/22 Forecast	2022/23 Budget
Total Operating Expenditure (\$000)	30,205	31,363
Underlying Operating Surplus (\$000)	11,659	5,502
Capital Works Expenditure (\$000)	16,780	18,840
Staff Numbers (EFT)	124	127

Budgeted Expenditure by Strategic Driver	2022/23 Budget	% of Budget
1. For those who live and visit	1,750	4%
2. For a thriving economy	1,315	3%
3. For the bold protection of our future	3,048	7%
4. For the enjoyment and the opportunities of our lifestyle ^{*1}	23,799	52%
5. For strong and informed leadership ^{*2}	15,652	34%

^{*1} Capital Expenditure and capitalised wages are predominately included in Strategic Driver 4

^{*2} Operational wages are all included in Strategic Driver 5

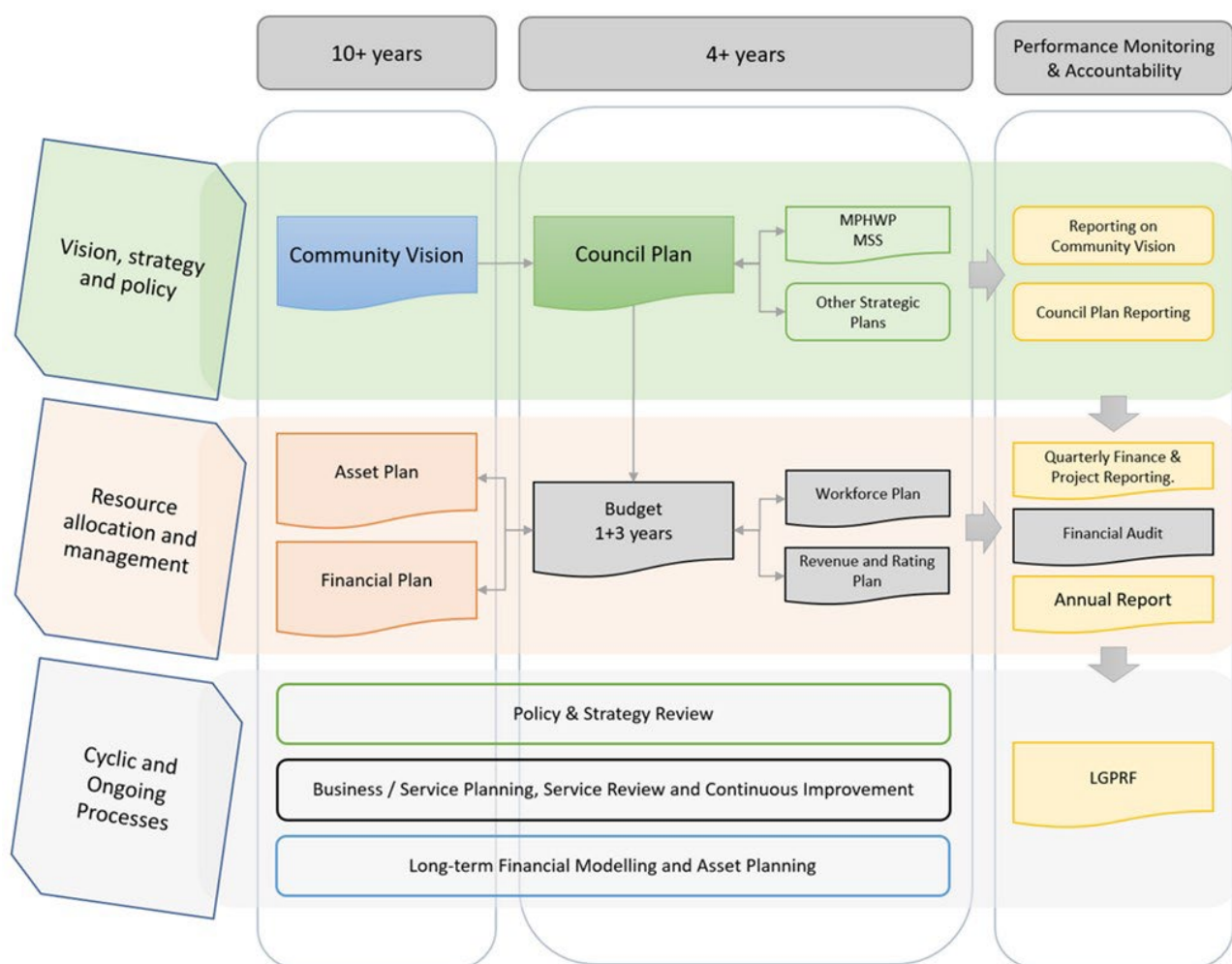
2 Link to the Integrated Planning and Reporting Framework

This section describes how the Annual Budget links to the achievement of the Community Vision 2040 and Council Plan 2021-2025 within an overall integrated planning and reporting framework.

This framework guides the Council in identifying community needs and aspirations over the long term (Community Vision 2040 and Long Term Financial Plan), medium term (Council Plan, Workforce Plan and Revenue and Rating Plan) and short term (Budget) and then holding itself accountable (Annual Report).

2.1 Legislative planning and accountability framework

The Budget is a rolling four-year plan that outlines the financial and non-financial resources that Council requires to achieve the strategic objectives described in the Council Plan. The diagram below depicts the integrated planning and reporting framework that applies to local government in Victoria. At each stage of the integrated planning and reporting framework there are opportunities for community and stakeholder input. This is important to ensure transparency and accountability to both residents and ratepayers.



Source: Department of Jobs, Precincts and Regions

The timing of each component of the integrated planning and reporting framework is critical to the successful achievement of the planned outcomes.

2.1.1 Key Planning Considerations

Although councils have a legal obligation to provide some services — such as animal management, local roads, food safety and statutory planning — most council services are not legally mandated, including some services closely associated with councils, such as libraries, building permits and sporting facilities. Further, over time, the needs and expectations of communities do change.

Therefore, councils need to have robust processes for service planning and review to ensure all services continue to provide value for money and are in line with community expectations. In doing so, councils should engage with communities to determine how to prioritise resources and balance service provision against other responsibilities such as asset maintenance and capital works.

Community consultation needs to be in line with a council's adopted Community Engagement Policy and Public Transparency Policy.

2.2 Our Purpose

Our Community Vision

"Our people, places and environment enrich our area's resilience, prosperity, and sustainability".

The 2040 Community Vision was developed in consultation with our community in 2021. 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 Council Plan that was adopted in October 2021

Our Values

Accountable	We are accountable and responsible for our decisions and actions, and the impacts of these on our community and the organisation
Leadership	We demonstrate leadership by being informed, applying innovative thinking and solutions and making fair and timely decisions in the best interest of our community and the organisation for now and the future.
Productive	We are productive by focusing on delivering efficient and high quality services and projects that respond to the needs and priorities of our community and the organisation.
Integrity	We have integrity by being committed, truthful and transparent in our decision making and our interactions with our community and the organisation.
Nurture	We nurture the relationships, contributions and strengths of our community and the individuals of the organisation.
Engaged	We are engaged with our community, and within the organisation to build strong and effective relationships and inform our choices.

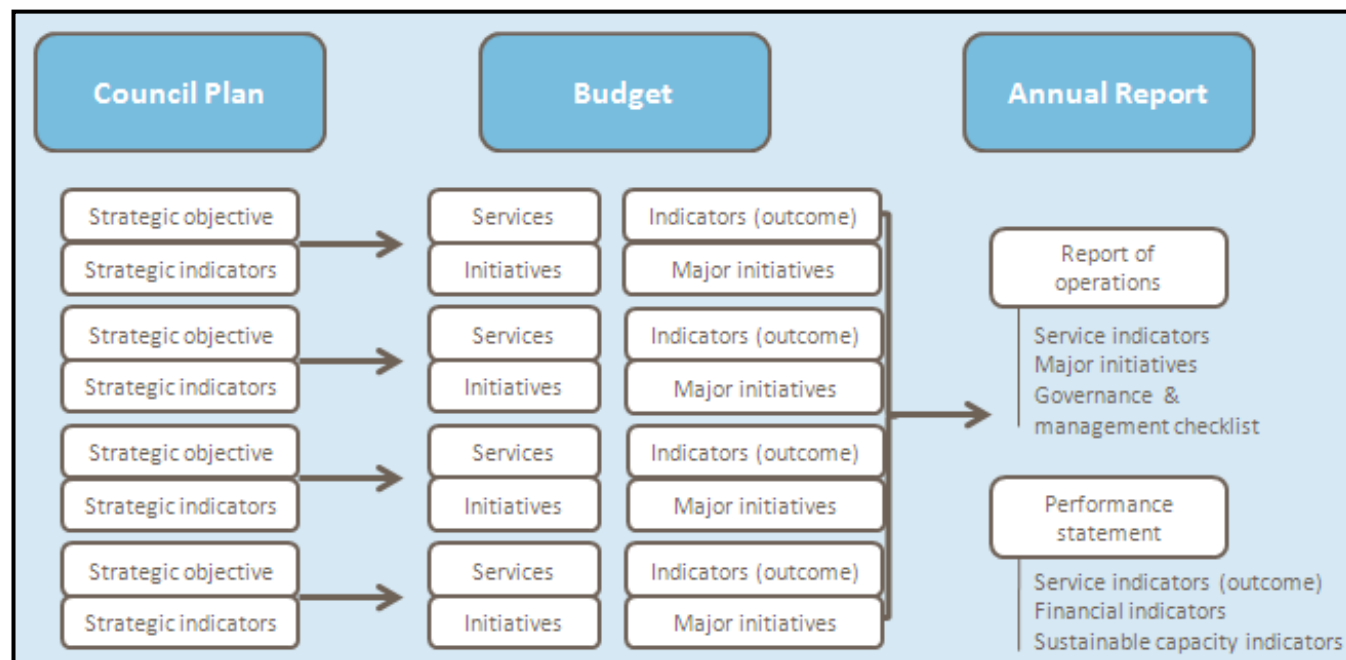
2.3 Strategic Objectives

The Community Vision 2040 provides the long term vision that outlines the aspirations and goals of the Alpine Shire community. This is underpinned by the five strategic drivers identified through community and deliberative engagement that are critical to achieving the community's Vision and frame the Council Plan. The Council Plan 2021-2025 is a four-year plan that outlines Council's role and how it will pursue the aspirations and goals outlined in the Community Vision, Municipal Public Health and Wellbeing Plan and other strategies and plans developed by Council. The Strategic Objectives support delivery of our Strategic Drivers. Under some of the Objectives will be strategies, which describe how we will achieve our objectives over the next four years.

Strategic Drivers	Strategic Objectives
1. For those who live and visit	<ul style="list-style-type: none">1.1 A community that is active, connected and supported1.2 Services and resources that enhance health and wellbeing1.3 A caring community1.4 Increasing healthy eating and active living1.5 Improving mental wellbeing1.6 Preventing all forms of violence
2. For a thriving economy	<ul style="list-style-type: none">2.1 Diverse reasons to visit2.2 Innovative and sustainable business development that supports year-round benefit2.3 Access to technology that meets our evolving needs
3. For the bold protection of our future	<ul style="list-style-type: none">3.1 Decisive leadership to address the impacts and causes of climate change3.2 Stewardship and care of our natural environment3.3 Responsible management of waste3.4 A community that is prepared for, can respond to, and recover from emergencies3.5 Reducing the impact of climate change on health
4. For the enjoyment and opportunities of our lifestyle	<ul style="list-style-type: none">4.1 Conservation and promotion of the distinct character across the Shire4.2 Planning and development that reflects the aspirations of the community4.3 Accessible parks that promote active and passive recreation4.4 Diverse arts and cultural experience4.5 Assets for our current and future needs
5. For strong and informed leadership	<ul style="list-style-type: none">5.1 Effective communication and engagement5.2 A responsible, transparent, and responsive organisation5.3 Bold leadership, strong partnerships and effective advocacy

3 Services, and Service Performance Indicators

This section provides a description of the services and initiatives to be funded in the Budget for the 2022/23 year and how these will contribute to achieving the strategic objectives outlined in the Council Plan. It also describes several initiatives and service performance outcome indicators for key areas of Council's operations. In line with legislation, Council has identified major initiatives, and service performance outcome indicators in the Budget and will report against them in the 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 Jobs, Precincts and Regions

3.1 Strategic Driver 1: For those who live and visit

Vision: To be connected, supported, and welcomed throughout all stages of life

3.1.1 Services

Service area	Description of services		2021/22 Forecast \$'000	2022/23 Budget \$'000
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 Council also operates the High Country Library Network Hub, which undertakes the purchase and management of books and library materials for the Alpine Shire Council as well as neighbouring councils of Benalla, Mansfield and Wangaratta as a shared service.	Exp	685	729
		Rev	967	966
		Net Expense (Revenue)	(282)	(237)
Swimming Pools	This service is managed under contract to Belgravia Leisure Services. It covers Bright Sports Centre, the provision of outdoor seasonal pools at Myrtleford and Mount Beauty and lifeguarding at the Bright and Porepunkah river pools.	Exp	421	480
		Rev	19	0
		Net Expense (Revenue)	402	480
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.	Exp	149	161
		Rev	181	175
		Net Expense (Revenue)	(32)	(14)
Youth	Provision of specific services to youth in the community, including youth awards, youth activities and the Learner to Probationary (L2P) program.	Exp	161	161
		Rev	120	128
		Net Expense (Revenue)	41	33
Community Development	This service is concerned with building community capacity. Key areas include community resilience, the community grant program and implementing the Municipal Health and Wellbeing Plan.	Exp	457	252
		Rev	581	453
		Net Expense (Revenue)	(124)	(201)
School Crossings	Council provides the school crossing supervisor function to schools within the Alpine Shire Council.	Exp	1	2
		Rev	37	37
		Net Expense (Revenue)	(36)	(35)

3.1.2 Major Initiatives

- Reflect Reconciliation Action Plan
- Implement the Alpine Shire Council Access and Inclusion Plan

3.1.3 Strategic Indicators

- Number of visits to aquatic facilities per head of population
- Active library borrowers in municipality
- Cost of library service per population
- Participation in the Maternal Child Health Service
- Participation in supported playgroups

3.1.4 Prescribed Service performance outcome indicators

Service	Indicator	Performance Measure	Computation
Swimming Pools (Aquatic Facilities)	Utilisation	Utilisation of aquatic facilities	Number of visits to aquatic facilities / Municipal population
Libraries	Participation	Active library borrowers in the municipality	[Number of active library borrowers in the last three years / The sum of the population for the last three years] x 100
Maternal and Child Health	Participation	Participation in the MCH service	[Number of children who attend the MCH service at least once (in the year) / Number of children enrolled in the MCH service] x100
Maternal and Child Health	Participation	Participation in the MCH service by Aboriginal children	[Number of Aboriginal children who attend the MCH service at least once (in the year) / Number of Aboriginal children enrolled in the MCH service] x100

3.2 Strategic Driver 2: For a thriving economy

Vision: Ideas and industry thrive through a climate sensitive and diverse economy

3.2.1 Services

Service area	Description of services provided		2021/22	2022/23
			Forecast \$'000	Budget \$'000
Tourism	This service provides destination marketing and aids in the development of the local industry. It develops and distributes tourism collateral including Official Visitors Guide, trail brochures, maps and retail and dining guide.	Exp	281	399
		Rev	0	0
		Net Expense (Revenue)	281	399
Dinner Plain Services	Provision of specific services to Dinner Plain such as marketing and events of this alpine village, and the provision of the Dinner Plain to Mount Hotham winter bus service.	Exp	382	423
		Rev	385	419
		Net Expense (Revenue)	(3)	4
Festivals and Events	Events are a major contributor to the economy. Council has a role in facilitating the events agenda.	Exp	457	457
		Rev	140	0
		Net Expense (Revenue)	317	457
Economic Development	This service facilitates local and new business to develop and grow.	Exp	89	59
		Rev	500	0
		Net Expense (Revenue)	(411)	59

3.2.2 Major Initiatives

- Implement the Alpine Shire Council Economic Development Strategy
- Develop a Telecommunications Strategy
- Implement the Alpine Shire Council Events Strategy

3.2.3 Strategic Indicators

- Number of small businesses and light industry in the Shire
- Number of permitted festivals and events in the Shire
- Number of overnight and day trip visitors

3.2.4 Service performance outcome indicators

There are no prescribed service performance outcome indicators for this service.

3.3 Strategic Driver 3: For the bold protection of our future

Vision: Our natural environment is protected and preserved.

3.3.1 Services

Service area	Description of services provided		2021/22	2022/23
			Forecast \$'000	Budget \$'000
Waste and Recycling	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, Mount Beauty and Porepunkah transfer stations and municipal residual landfills.	Exp	2,578	2,651
		Rev	3,711	3,603
		Net Expense (Revenue)	(1,133)	(952)
Emergency Management	Administrative costs of Council's Emergency Management Planning role, maintenance of various flood warning infrastructure, and additional coordination activities which are fully grant funded.	Exp	82	98
		Rev	73	73
		Net Expense (Revenue)	9	25
Dinner Plain Facilities	Provision of specific waste collection and public facilities services for Dinner Plain.	Exp	293	299
		Rev	299	299
		Net Expense (Revenue)	(6)	0

3.3.2 Major Initiatives

- Commence Community Climate Action Plan
- Prepare for the implementation of a Food Organics Garden Organics (FOGO) collection service

3.3.3 Strategic Indicators

- Increase kerbside collection waste diverted from landfill
- Net Zero Greenhouse Gas Emissions
- Community satisfaction with waste management performance - Target 70

3.3.4 Service performance outcome indicators

Service	Indicator	Performance Measure	Computation
Waste Collection	Waste diversion	Kerbside collection waste 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

3.4 Strategic Driver 4: For the enjoyment and opportunities of our lifestyle

Vision: The connection between people and place is strengthened.

3.4.1 Services

Service area	Description of services provided		2021/22 Forecast \$'000	2022/23 Budget \$'000
Airports	Provision and maintenance of aerodromes at Mount Beauty and Porepunkah.	Exp	44	49
		Rev	36	41
		Net Expense (Revenue)	8	8
Local Roads, Bridges and Drainage	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.	Exp	877	1,006
		Rev	8	18
		Net Expense (Revenue)	869	988
Footpaths	Maintenance of Council footpaths. Also includes snow grooming services for Dinner Plain.	Exp	86	86
		Rev	0	0
		Net Expense (Revenue)	86	86
Open Spaces	Maintenance of all of Council's open space areas such as playgrounds, parks, street trees, roundabouts and public reserves.	Exp	626	683
		Rev	24	22
		Net Expense (Revenue)	602	661
Building Maintenance	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.	Exp	413	374
		Rev	0	0
		Net Expense (Revenue)	413	374
Property Management	Management of public amenity facilities and property leases.	Exp	616	616
		Rev	523	537
		Net Expense (Revenue)	93	79
Operations	Administration and management of Myrtleford, Bright and Mount Beauty works depots and plant maintenance and operational expenses.	Exp	817	843
		Rev	70	65
		Net Expense (Revenue)	747	778
Recreation	Council supports the development and maintenance of recreation reserves across the Shire and also supports recreation clubs and committees.	Exp	119	91
		Rev	0	0
		Net Expense (Revenue)	119	91

Service area	Description of services provided		2021/22	2022/23
			Forecast \$'000	Budget \$'000
Building Services	Statutory building services includes processing of building applications, emergency management response responsibilities, fire safety inspections, audits of swimming pool barriers and investigations of complaints and illegal works.	Exp	12	35
		Rev	269	216
		Net Expense (Revenue)	(257)	(181)
Environmental Health	Registration and inspection of all food premises, wastewater applications, investigation of complaints in relation to noise, odours, dealing with infectious disease outbreaks and other health issues.	Exp	6	40
		Rev	180	175
		Net Expense (Revenue)	(116)	(135)
Local Laws	This area provides animal registrations, animal management, and local law enforcement.	Exp	49	0
		Rev	86	252
		Net Expense (Revenue)	(37)	(252)
Statutory Planning	Assessment of planning applications, the provision of advice to developers and property owners and representing Council at the Victorian Civil and Administrative Tribunal.	Exp	45	90
		Rev	291	348
		Net Expense (Revenue)	(246)	(258)
Strategic Planning	Prepares and reviews amendments to the Alpine Planning Scheme, structure plans, strategies, master plans, urban growth plans, frameworks and design guidelines.	Exp	469	984
		Rev	20	438
		Net Expense (Revenue)	449	546
Asset Development	Delivers the critical projects to renew and upgrade our community assets and to develop new assets. The area is in part subsidised by recurrent and non- recurrent grants.	Refer to Capital Works Budget		

3.4.2 Major Initiatives

- Dargo High Plains Road upgrade
- Mounty Beauty Airport upgrade
- Develop the Alpine Shire Council Land Development Strategy
- Develop the Alpine Shire Council Housing Affordability Strategy
- Implement the Alpine Shire Council Sports and Active Recreation Plan

3.4.3 Strategic Indicators

- Community satisfaction with sealed local roads - Target 60
- Time taken to decide planning applications – Target 60 days
- Planning applications decided within required time frames – 80%
- Sealed roads maintained to condition standards

3.4.4 Service performance outcome indicators

Service	Indicator	Performance Measure	Computation
Food Safety	Health and Safety	Critical and major non-compliance notifications	[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
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]
Statutory Planning	Decision making	Council planning decisions upheld at VCAT	[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 animal management prosecutions] x 100

3.5 Strategic Driver 5: For strong and informed leadership

Vision: Collaborative, bold and evidence-based decision making

3.5.1 Services

Service area	Description of services provided		2021/22 Forecast \$'000	2022/23 Budget \$'000
Corporate	Support function to enable Council to deliver services in an efficient, effective and safe manner. This includes financial control and planning, revenue collection, information technology, customer service, governance, and risk management.	Exp	1,581	1,930
		Rev	22,532	19,886
		Net Expense (Revenue)	(20,951)	(17,956)
Councillors and Executive	Includes all human resources support, marketing and communications activities, and advocacy activities. This area also includes remuneration for the Council workforce, the Mayor, and the Councillors.	Exp	10,866	12,095
		Rev	0	0
		Net Expense (Revenue)	10,866	12,095

3.5.2 Major Initiatives

- Gender Equality Action Plan implementation
- Deliberative engagement panel involvement in key strategic projects
- Implementation of online Customer Service and engagement application

3.5.3 Strategic Indicators

- Council decisions made at meetings closed to the public
- Councillor attendance at council meetings
- Community satisfaction with Council's community consultation and engagement performance – Target 60
- Working Capital (Current assets as a percentage of current liabilities)
- Community satisfaction with Council's overall performance – Target 70

3.5.4 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 interest of the community]

4 Financial Statements

This section presents information regarding the Financial Statements and Statement of Human Resources. The budget information for the year 2022/23 has been supplemented with projections to 2025/26.

This section includes the following financial statements, prepared in accordance with the *Local Government Act 2020* and the *Local Government (Planning and Reporting) Regulations 2020*.

- 4.1 Comprehensive Income Statement
- 4.2 Balance Sheet
- 4.3 Statement of Changes in Equity
- 4.4 Statement of Cash Flows
- 4.5 Statement of Capital Works
- 4.6 Statement of Human Resources

4.1 Comprehensive Income Statement

For the four years ending 30 June 2026

	Forecast 2021/22 \$'000	Budget 2022/23 \$'000	Future Years Projections		
			2023/24 \$'000	2024/25 \$'000	2025/26 \$'000
Income					
Rates and charges	19,840	20,390	20,618	21,231	21,865
Statutory fees and fines	443	552	570	585	601
User fees	1,091	965	987	1,012	1,038
Contributions - cash	638	716	732	750	768
Contributions - non-monetary assets	430	438	448	459	470
Grants - Operating (recurrent)	6,281	3,835	4,982	5,095	5,210
Grants - Operating (non-recurrent)	2,109	319	-	-	-
Grants - Capital (recurrent)	710	710	726	742	759
Grants - Capital (non-recurrent)	9,512	8,072	8,613	360	360
Other income	810	868	922	990	982
Total income	41,864	36,865	38,598	31,224	32,053
Expenses					
Employee costs	10,165	11,233	10,382	10,692	11,011
Materials and services	14,201	13,632	11,890	12,042	12,301
Depreciation and amortisation	5,093	5,549	6,194	6,825	7,032
Amortisation	28	28	41	41	41
Landfill rehabilitation	78	78	61	49	49
Other expenses	632	835	854	877	900
Net gain/(loss) on disposal of property, infrastructure, plant, and equipment	8	8	8	9	9
Total expenses	30,205	31,363	29,431	30,534	31,342
Surplus (deficit) for the year	11,659	5,502	9,167	690	711
Other comprehensive income					
Net asset revaluation increment /(decrement)	3,988	4,031	5,444	6,425	6,629
Comprehensive result	15,647	9,533	14,611	7,115	7,340

4.2 Balance Sheet

For the four years ending 30 June 2026

	Forecast 2021/22 \$'000	Budget 2022/23 \$'000	2023/24 \$'000	2024/25 \$'000	2025/26 \$'000
Assets					
Current assets					
Cash and cash equivalents	1,625	2,529	1,520	1,270	2,275
Trade and other receivables	2,604	2,001	2,649	1,911	1,959
Financial assets	30,000	22,000	21,000	21,000	19,000
Inventories	122	103	112	110	112
Other assets	387	326	351	313	344
Total current assets	34,738	26,959	25,632	24,604	23,690
Non-current assets					
Investment properties	3,775	3,775	3,775	3,775	3,775
Investments in shared services	123	123	123	123	123
Property, infrastructure, plant & equipment	231,559	248,242	263,189	270,842	279,173
Intangibles	428	193	215	252	252
Total non-current assets	235,925	252,333	267,302	274,974	283,323
Total assets	270,663	279,292	292,934	299,578	307,013
Liabilities					
Current liabilities					
Trade and other payables	2,723	2,378	2,095	2,124	2,170
Trust funds and deposits	434	318	338	358	378
Provisions	3,317	2,971	2,884	2,406	2,494
Income received in advance	3,902	33	32	31	30
Total current liabilities	10,376	5,700	5,349	4,919	5,072
Non-current liabilities					
Provisions	3,150	2,426	1,841	1,831	1,802
Income received in advance	2,405	6,901	6,869	6,838	6,808
Total non-current liabilities	5,555	9,327	8,710	8,669	8,610
Total liabilities	15,931	15,027	14,059	13,588	13,682
Net assets	254,732	264,265	278,876	285,991	293,331
Equity					
Accumulated surplus	128,414	133,916	143,083	143,773	144,484
Reserves	126,318	130,349	135,793	142,218	148,847
Total equity	254,732	264,265	278,876	285,991	293,331

4.3 Statement of Changes in Equity

For the four years ending 30 June 2026

	Total \$'000	Accumulated Surplus \$'000	Revaluation Reserve \$'000	Other Reserves \$'000
2022 – Forecast				
Balance at beginning of the financial year	239,085	116,755	118,206	4,124
Comprehensive result	15,647	11,659	3,988	-
Transfer to reserves	-	-	-	-
Transfer from reserves	-	-	-	-
Balance at end of the financial year	254,732	128,414	122,194	4,124
2023 – Budget				
Balance at beginning of the financial year	254,732	128,414	122,194	4,124
Comprehensive result	9,533	5,502	4,031	-
Transfer to reserves	-	-	-	-
Transfer from reserves	-	-	-	-
Balance at end of the financial year	264,265	133,916	126,225	4,124
2024 – Budget				
Balance at beginning of the financial year	264,265	133,916	126,225	4,124
Comprehensive result	14,610	9,166	5,444	-
Transfer to reserves	-	-	-	-
Transfer from reserves	-	-	-	-
Balance at end of the financial year	278,876	143,083	131,669	4,124
2025 – Budget				
Balance at beginning of the financial year	278,876	143,083	131,669	4,124
Comprehensive result	7,115	690	6,425	-
Transfer to reserves	-	-	-	-
Transfer from reserves	-	-	-	-
Balance at end of the financial year	285,991	143,773	138,094	4,124
2026 – Budget				
Balance at beginning of the financial year	285,991	143,773	138,094	4,124
Comprehensive result	7,341	712	6,629	-
Transfer to reserves	-	-	-	-
Transfer from reserves	-	-	-	-
Balance at end of the financial year	293,331	144,484	144,723	4,124

4.4 Statement of Cash Flows

For the four years ending 30 June 2026

	Forecast 2021/22 \$'000	Budget 2022/23 \$'000	Future Years Projections		
			2023/24 \$'000	2024/25 \$'000	2025/26 \$'000
Cash flows from operating activities					
Rates and charges	19,824	20,378	20,594	21,203	21,836
Statutory fees and fines	443	552	570	585	601
User fees	1,091	965	987	1,012	1,038
Contributions - cash	638	716	732	750	768
Grants - operating	8,390	4,254	4,358	5,861	5,191
Grants - capital	10,222	8,782	9,339	1,102	1,119
Interest	140	141	162	211	184
Other receipts	1,240	1,792	1,175	1,206	1,237
Trust funds deposits taken	2,420	2,420	2,420	2,420	2,420
Trust funds deposits repaid	(2,400)	(2,400)	(2,400)	(2,400)	(2,400)
Employee costs	(9,552)	(11,111)	(10,599)	(10,613)	(10,930)
Materials and consumables	(15,555)	(13,977)	(12,173)	(12,013)	(12,255)
Other payments	(632)	(835)	(855)	(877)	(899)
Net cash provided by operating activities	16,269	11,677	14,310	8,447	7,910
Cash flows from investing activities					
Payment for investments	(5,174)	8,000	1,000	-	2,000
Payments for property, plant, and equipment	(16,780)	(18,799)	(16,344)	(8,724)	(8,932)
Proceeds from sale of property, plant, and equipment	25	25	26	26	27
Net cash used in investing activities	(21,929)	(10,774)	(15,318)	(8,698)	(6,905)
Net (decrease) increase in cash & cash equivalents	(5,660)	904	(1,009)	(250)	1005
Cash and cash equivalents at beginning of the financial year	7,285	1,625	2,529	1,520	1,270
Cash and cash equivalents at end of the financial year	1,625	2,529	1,520	1,270	2,275

4.5 Statement of Capital Works

For the four years ending 30 June 2026

	Forecast 2021/22 \$'000	Budget 2022/23 \$'000	Future Year Projection		
			2023/24 \$'000	2024/25 \$'000	2025/26 \$'000
Property					
Land	-	-	-	-	-
Buildings	4,047	3,431	5,410	2,205	2,260
Total property	4,047	3,431	5,410	2,205	2,260
Plant and equipment					
Plant, machinery and equipment	977	562	458	459	459
Computers and telecommunications	571	410	205	205	205
Intangibles		41	41	41	41
Library books		69	77	79	81
Total plant and equipment	1,548	1,082	781	784	786
Infrastructure					
Roads	7,712	8,155	2,029	2,074	2,125
Bridges	28	487	288	295	302
Footpaths and cycleways	2,654	230	283	289	297
Drainage	336	530	226	231	237
Recreational, leisure and community facilities	116	1,355	5,048	502	514
Parks, open space and streetscapes	66	-	102	104	107
Waste	273	3,570	355	363	372
Total infrastructure	11,185	14,327	8,331	3,858	3,954
Unallocated	-	-	1,800	1,854	1,909
Total capital works expenditure	16,780	18,840	16,322	8,701	8,909
Represented by:					
New asset expenditure	3,710	2,951	1,800	1,854	1,909
Asset renewal expenditure	6,685	4,664	11,991	3,327	3,432
Asset upgrade expenditure	6,386	11,245	2,531	3,520	3,568
Asset expansion	-	-	-	-	-
Total capital works expenditure	16,780	18,840	16,322	8,701	8,909

4.6 Statement of Human Resources

For the four years ending 30 June 2026

	Forecast 2021/22 \$'000	Budget 2022/23 \$'000	Future Year Projections		
			2023/24 \$'000	2024/25 \$'000	2025/26 \$'000
Staff expenditure					
Employee costs - operating	10,165	11,233	10,382	10,692	11,011
Employee costs - capital	1,155	1,178	1,148	889	889
Total staff expenditure	11,320	12,725	11,530	11,838	11,900
	FTE	FTE	FTE	FTE	FTE
Full time equivalent numbers					
Employees	124	127	120	118	114
Total staff numbers	124	127	120	118	114

A summary of human resources expenditure categorised according to the organisational structure of the Council is included below:

	2022/23 \$'000	Permanent Full Time \$'000	Part Time \$'000	Casual \$'000	Temporary \$'000
Asset Development	-	-	-	-	-
Asset Maintenance	3,542	3,368	40		133
Bushfire Recovery	332				332
Corporate	2,029	882	698	116	311
Councillor and Executive	912	201	71		640
Economic and Community Development	1,474	143	710	175	446
Facilities	1,248	529	261	237	221
Planning and Amenity	1,718	1,268	246	132	72
Total Staff Expenditure	11,233	6,391	2,026	660	2,156
Capitalised Labour Costs	1,492				
Total Expenditure	12,725				

A summary of the number of full time equivalent (FTE) Council staff in relation to the above expenditure is included below:

	2022/23	Permanent Full Time	Part Time	Casual	Temporary
Asset Development	10	3	2	1	5
Asset Maintenance	39	38			1
Bushfire Recovery	3				3
Corporate	19	7	8	1	2
Councillor and Executive	6	2	1		3
Customer and Digital Projects	5	2			3
Economic and Community Development	14	1	7	1	4
Facilities	14	5	4	3	3
Planning and Amenity	17	12	3	1	1
Total staff full time equivalent	127	70	25	7	25

4.6.1 Summary of Planned Human Resources Expenditure

For the four years ending 30 June 2026

	2022/23 \$'000	2023/24 \$'000	2024/25 \$'000	2025/26 \$'000
Executive				
Permanent full time	1,083	880	885	900
Permanent part time	71	73	75	77
Total executive	1,154	953	960	977
Corporate				
Permanent full time	1,940	2,100	2,186	2,210
Permanent part time	1,915	1,919	2,432	2,53
Total corporate	3,855	4,019	4,618	4,463
Assets				
Permanent full time	4,860	4,302	4,010	4,100
Permanent part time	40	60	80	90
Total assets	4,900	4,362	4,090	4,190
Casual and other	2,816	2,196	2,170	2,270
Total casuals and other	2,816	2,196	2,170	2,270
Total staff expenditure	12,725	11,530	11,838	11,900
	FTE	FTE	FTE	FTE
Executive				
Permanent full time	4	4	4	4
Permanent part time	1	1	1	1
Total executive	5	5	5	5
Corporate				
Permanent full time	21	21	21	21
Permanent part time	17	17	17	17
Total corporate	38	38	38	38
Assets				
Permanent full time	46	39	39	39
Permanent part time	9	9	9	9
Total assets	55	48	48	48
Casual and other	29	29	27	23
Total casual and others	29	29	27	23
Total staff full time equivalent	127	120	118	114

For the budget year ending 2022/23

Gender	Total \$'000	Permanent Full Time \$'000	Part Time \$'000	Casual \$'000	Temporary \$'000
Female	4,361	1,316	1,697	335	1,013
Male	5,785	3,938	311	285	1,251
Vacant	2,579	1,390	237	137	815
Self-described gender	-	-	-	-	-
	12,725	6,644	2,245	757	3,079

Gender	Total	Permanent Full Time	Part Time	Casual	Temporary
Female	52	16	20	4	11
Male	62	46	3	2	11
Vacant	13	8	1	1	3
Self-described gender	-	-	-	-	-
Total staff full time equivalent	127	70	25	7	25

Council preparing a Gender Equality Action Plan which will be completed prior to 30 June 2022. This is a four-year plan, that will include the strategies and measures to improve gender equality in the workplace, based on the results of a workplace gender audit.

Council has developed a Workforce Plan (December 2021), which describes the organisational structure, projected staffing over the next four years, and includes measures to ensure gender equality, diversity and inclusiveness.

5 Notes to the Financial Statements

This section presents detailed information on material components of the financial statements. Council assesses which components are material, considering the dollar amounts and nature of these components

5.1 Rates and Charges

This section presents information about the Council's rates and charges as prescribed for inclusion in the budget in accordance with the *Local Government Act 2020* and the *Local Government (Planning and Reporting) Regulations 2014*:

- Rates and Charges Overview
- Detailed Rating Strategy and Policies
- Detailed Charges Strategy and Policies
- Rebates and Concessions
- Detail Rates and Charges Outcomes

5.1.1 Rates and Charges Overview

In combination with grants, rates and charges are an important source of funding which support our ongoing ability to provide community facilities, services and capital works. They account for an estimated 55% of total revenue to be received by the Council in 2022/23. In assessing our rates and charges, we take into account:

- Our ability to deliver ongoing cost savings;
- Our ability to source revenue through other means, for example grants;
- Our ability to support community facilities and services;
- Our ability to deliver our capital works pipeline, now and into the future.

In 2022/23, we are proposing a 1.75% increase in average rates, compared to a 1.5% increase in 2021/22. This is in line with the State Government cap under the Fair Go Rates System, which allows local governments to raise rates in line with inflation.

In line with Victorian standards, each Ratepayer's rates are calculated by applying a standard 'rate in the dollar', which is multiplied by the ratepayer's property value ('Capital Improved Value' or CIV) to derive their rates bill.

It is noted that there are typically some variations in actual rates collected compared to the Budget due to:

- Supplementary valuations, whereby under the *Valuation of Land Act 1960* a ratepayer's CIV is adjusted due to (for example) improvement of the developments on their land;
- Ratepayer valuation appeals;
- Changes in land use, for example when rateable land becomes non-rateable, or when residential land becomes commercial / industrial or farm land, or vice versa.

Waste charges will continue to be charged according to:

- a) the bins or waste services that each ratepayer has, and
- b) the overall cost of managing waste, for example developing, monitoring, managing and rehabilitating landfills; operating our transfer stations; and managing public place waste.

5.1.2 Detailed Rating Strategy and Policies

This statement accompanies the Rates and Charges overview to outline the actual rating strategy of the Council. The purpose of the rating strategy is to identify the fairest and most equitable method of distributing rates across the Alpine Shire.

5.1.2.1 Level of Rates and Charges

The guiding principle for setting of the level of rates and charges is the long term sustainability of the Council, while enabling sufficient funding to deliver:

- Valued Council services,
- Critical capital renewal projects, and
- Works that create new and improved infrastructure for the benefit of residents and visitors.

The guiding documents that aid Council to assess this balance are the Council Plan, which is developed in consultation with the community every four years following general elections; and its associated medium and longer term financial plans, namely the four-year rolling Budget and the Long Term Financial Plan.

Consideration is also given to financial risks such as inflationary risks and local economic risks.

5.1.2.2 Application of Rates to Properties

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.

In line with these principles, rates are applied in proportion to the Capital Improved Value (CIV) of each property, as is the standard for the majority of Victorian Councils. CIV is essentially the market value of a property which is easily understood by the average ratepayer. It has been used uniformly by the Alpine Shire Council 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 amounts of rates are raised to fund Council's operations.

In addition to this, the Alpine Shire Council applies a rating structure which includes a general rate, differential rates, and a special rate.

The general rate is the cornerstone of the Council's rating structure and is applied to every property unless the property falls into a specific differential rate category.

The *Local Government Act 1989* enables the Council to apply differential rates if the Council considers that they will contribute to the equitable and efficient carrying out of its functions, in line with local objectives. The Alpine Shire currently has two differential rates, namely the Farm Rate, and the Commercial / Industrial Rate.

The *Local Government Act 1989* also enables the Council to apply special rates and charges for funding initiatives which directly benefit specific segments of the community. Council can require a person to pay a special rate or charge, if it will defray the expense of an initiative of special benefit to the person

required to pay it. Council proposes one special rate to fund the special services at Dinner Plain Village, deemed the Dinner Plain Special Rate.

It is noted that the *Local Government Act 1989* also allows for a Municipal Charge, which is a flat charge per assessment that can be used to offset administrative costs of the Council and is in addition to general rates. 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 and to place a charge on the rate notice to cover the 'administrative costs' of Council, is unpopular and hard for the ratepayer to understand. Accordingly, this mechanism has been deemed to be unsuitable and is not applied to the Alpine Shire.

5.1.3 Policy

The following policies are set out in the Revenue and Rating Plan adopted by Council on 15 June 2021. Sections are copied here to aid the understanding of the budget documentation.

5.1.3.1 The Farm Rate Policy

Objective

The objective of the farm rate policy is to *"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."*

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.

Scope

The policy applies to Council when considering and determining the annual budget of rates and charges. It does not apply to land located in Bogong Village or the Dinner Plain Village.

Policy Details

A differential rate is applied to farm land at 73% of the general rate. An application must be made in writing to change the classification of a property to the differential farm rate.

"Farm Land" means any rateable land which satisfies the following criteria:

- The land area must be of 8Ha or over; or
 - 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
 - show that the primary source of income is derived from the land; and
- The land must be used by a business:
 - that has a significant and substantial commercial purpose or character; and
 - that seeks to make a profit on a continuous or repetitive basis from its activities on the land; and
 - 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.

Any variations outside this policy require Council approval.

Use of the Rate

The differential rate will be used to fund items of expenditure described in the Budget adopted by Council. The level of the differential rate is the level which Council considers is necessary to achieve the objectives as specified above.

5.1.3.2 The Differential Commercial / Industrial Rate Policy

Purpose

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.”*

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 facilitate 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.

Scope

The policy applies to Council when considering and determining the annual budget of rates and charges. It does not apply to land located in Bogong Village or the Dinner Plain Village.

Policy Details

A commercial/industrial differential rate of 143% of the general rate is applied to Commercial / Industrial land.

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 Commercial 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'.

Any variations outside this policy require Council approval.

5.1.3.3 The Dinner Plain Special Rate

Dinner Plain receives a number of services of special benefit to the Dinner Plain's Commercial and Industrial ratepayers.

In 2022/23 this includes the Dinner Plain to Hotham winter bus service, roadways snow clearing, cross country trail grooming, marketing and event support undertaken specifically for Dinner Plain, and cable television maintenance. The Dinner Plain Special Rate is applied to defray the expenses associated with these special services. The Special Rate is applied to Commercial and Industrial ratepayers in the Dinner Plain village in addition to the General Rate and Dinner Plain waste collection charges. This Special Rate

has been reducing over time and is now aligned to the rate applied to Commercial and Industrial land across the rest of the Alpine Shire.

5.1.3.4 Cultural and Recreational Lands

Under the *Cultural Recreational Land Act 1963*, Council has the ability to charge a reduced amount of rates, or not charge rates, to lands that fall under this category. These may include, for example, tennis clubs, bowls clubs or golf clubs. In making this decision, Council needs to have regards to the services provided by the Council and the benefit to the community derived from the recreational lands.

Council individually considers community recreational lands that provide a community benefit as to whether they warrant a reduced or nil rate charge. These lands may still be required to pay service charges such as a waste and recycling collection on a user pays basis.

5.1.3.5 Rates in Lieu

In line with the *Electricity Industry Act 2000*, the Council has a 'Rates In Lieu' arrangement with the AGL Hydro Partnership for its properties within the Alpine Shire. The amount paid is determined by a Victorian Government Gazette and is based on the power generating capacity of the operation, indexed annually in line with CPI. Discounts may be provided where the station operates at low capacity.

5.1.4 Detailed Charges Strategy and Policies

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, differential rates or special rates.

Alpine Shire Council levies the following annual waste service charges:

- Waste & Recycling Collection
- Dinner Plain Waste Collection
- Waste Management Charge

5.1.4.1 Waste Services Charge Policy

Purpose

The purpose of this policy is 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 2020*.

Scope

This policy applies to Council when considering and determining the annual budget of rates and charges. This policy does not apply to land located in Bogong Village.

Policy Details – Waste and Recycling Collection

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

- Dinner Plain ratepayers (refer to Dinner Plain Waste Collection); and
- Ratepayers who have been provided an exemption from the standard waste and recycling kerbside service.

An exemption may be granted on the waste and recycling kerbside collection service on the following basis:

- Properties not included on a collection service route; or
- Undeveloped land; or
- An existing commercial service already in place.

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

- Sizes of bins supplied;
- Types of bins supplied (standard or recycling);
- Quantity of bins supplied; and
- Frequency of bin collection.

The waste and 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 waste and 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 waste kerbside collection charge with the aim of minimising increments being applied to ratepayers.

Policy Details - Dinner Plain Waste Collection

Dinner Plain ratepayers are provided with a separate waste service under a separate waste collection contract due to the specific waste collection requirements of the village. The Dinner Plain waste service is charged on the following basis:

- Standard service; or
- Commercial service.

The commercial service is provided to properties that operate as businesses outside of normal residential property rentals. The Dinner Plain waste services charge is in lieu of the waste and recycling kerbside collection charge.

Any variations outside this policy require Council approval.

Policy Details – 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 will be charged to all rateable assessments on which a building adapted for separate occupancy exists.

The Waste Management 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 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 application to future waste related expenditure as specified above.

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.

5.1.5 Rebates and Concessions

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

5.1.6 Detailed Rates and Charges Outcomes

5.1.6.1 Reconciliation of rates and charges to the Comprehensive Income Statement

	Forecast 2021/22 \$'000	Budget 2022/23 \$'000	Change \$'000	%
General rates*	15,595	16,084	489	3.14%
Waste management charges	3,567	3,647	80	2.24%
Special rates and charges	178	168	(10)	(5.62%)
Supplementary rates and rate adjustments	134	125	(9)	(6.72%)
Interest on rates and charges	80	81	1	1.25%
Revenue in lieu of rates	285	285	-	0.00%
Total rates and charges	19,839	20,390	551	2.78%

* Includes the flow-through impact of 2021/22 supplementary development in the Shire.

5.1.6.2 The rate in the dollar to be levied as general rates and under section 158 of the Act for each type or class of land compared with the previous financial year

Type or class of land	2021/22 cents/\$CIV	2022/23 cents/\$CIV	Change %
General rate for rateable residential properties	0.3649	0.275	(24.63)%
General rate for rateable Dinner Plain properties	0.3649	0.275	(24.63)%
Differential rate for rateable commercial/industrial properties	0.5218	0.3933	(24.63)%
Differential rate for rateable farm properties	0.2664	0.2008	(24.62)%

5.1.6.3 The estimated total value of each type or class of land compared with the previous financial year. The basis of valuation is the Capital Improved Value (CIV).

Type or class of land	2021/22 \$'000	2022/23 \$'000	Change \$'000	%
Residential	2,677,000	3,733,638	1,056,638	39.5%
Dinner Plain	204,299	270,151	65,852	32.2%
Commercial/Industrial	505,203	658,036	152,833	30.3%
Farm	928,330	1,237,566	309,236	33.3%
Total value of land	4,314,832	5,899,391	1,584,599	36.7%

5.1.6.4 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	2021/22 Number	2022/23 Number	Change Number	%
Residential	6,362	6,383	21	0.3%
Dinner Plain	541	543	2	0.4%
Commercial/Industrial	989	1,028	39	3.9%
Farm	1,047	1,047	-	0.0%
Total number of assessments	8,939	9,001	62	0.7%

5.1.6.5 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	2021/22 \$'000	2022/23 \$'000	Change \$'000	%
Residential	9,741	10,268	527	5.4%
Dinner Plain	745	743	(2)	(0.3%)
Commercial/Industrial	2,636	2,588	(48)	(1.8%)
Farm	2,473	2,485	12	0.5%
Total amount to be raised by general rates	15,595	16,084	489	3.1%

5.1.6.6 The rate in the dollar to be levied as special rates and under section 163 of the Act for each type or class of land compared with the previous financial year

Type or class of land	2021/22 cents/\$CIV	2022/23 cents/\$CIV	Change %
Special rate for rateable Commercial/Industrial Dinner Plain properties (Airport not included)	0.1569	0.1183	(24.6)%

5.1.6.7 The estimated total amount to be raised by special rates in relation to Dinner Plain properties compared with the previous financial year

Type or class of land	2021/22 \$'000	2022/23 \$'000	Change \$'000	%
Special rate for rateable Commercial/Industrial Dinner Plain properties (Airport not included)	178	168	(10)	(5.6) %
Total amount to be raised	178	168	(10)	(5.6) %

5.1.6.8 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 2021/22	Per Rateable Property 2022/23	Change	
	\$	\$	\$	%
Waste - 80 litre bin - weekly	226.50	231.30	4.80	2.1%
Waste - 240 litre bin - weekly	502.20	512.24	10.04	2.0%
Waste - 240 litre bin - fortnightly	226.50	231.30	4.80	2.1%
Recycling - 140 litre - fortnightly	99.55	101.49	1.94	1.9%
Recycling - 240 litre - fortnightly	104.90	107.00	2.10	2.0%
Recycling - 360 litre - fortnightly	91.13	113.07	21.94	24.1%
Recycling - 240 litre - weekly	182.38	214.13	31.75	17.4%
Recycling - 360 litre - weekly	182.38	226.27	43.89	24.1%
Dinner Plain standard service	682.24	709.80	27.56	4.0%
Dinner Plain commercial service	1,500.48	1,613.12	112.64	7.5%
Waste management charge	80.00	95.00	15.00	18.8%

Waste charges have been increased to reflect service and processing cost increases.

5.1.6.9 The number of items in relation to each charge type compared to the previous financial year

Type of Charge	Bins 2021/22	Bins 2022/23	Change
Waste - 80 litre bin - weekly	5,916	5,948	32
Waste - 240 litre bin - weekly	698	772	74
Waste - 240 litre bin - fortnightly	211	217	6
Recycling - 140 litre - fortnightly	391	394	3
Recycling - 240 litre - fortnightly	5,888	5,929	41
Recycling - 360 litre - fortnightly	574	623	49
Recycling - 240 litre - weekly	82	85	3
Recycling - 360 litre - weekly	69	79	10
Dinner Plain standard service	387	391	4
Dinner Plain commercial service	13	13	-
Total number of bins	14,229	14,451	222

Type of Charge	Assessments 2021/22	Assessments 2022/23	Change
	#	#	#
Waste management charge	7,768	7,852	84

5.1.6.10 The estimated total amount to be raised by each type of service rate or charge compared with the previous financial year

Type of Charge	2021/22 \$	2022/23 \$	Change %
Waste - 80 litre bin - weekly	1,339,974	1,375,772	2.7%
Waste - 240 litre bin - weekly	350,536	395,449	12.8%
Waste - 240 litre bin - fortnightly	47,792	50,192	5.0%
Recycling - 140 litre - fortnightly	38,924	39,987	2.7%
Recycling - 240 litre - fortnightly	617,651	634,403	2.7%
Recycling - 360 litre - fortnightly	63,628	70,443	10.7%
Recycling - 240 litre - weekly	17,214	18,201	5.7%
Recycling - 360 litre - weekly	15,306	17,875	16.8%
Dinner Plain standard service	269,306	277,532	3.1%
Dinner Plain commercial service	20,559	20,971	2.0%
Waste management charge	621,440	745,940	20.0%
Total	3,402,330	3,646,765	7.2%

5.1.6.11 Fair Go Rates System Compliance

Alpine Shire Council is required to comply with the State Governments Fair Go Rates System (FGRS). The table below details the budget assumptions consistent with the requirements of the Fair Go Rates System.

	2021/22	2022/23
Total Rates	\$15,622,000	\$16,084,000
Number of rateable properties	8,939	9,001
Base Average Rate	\$1,747.62	\$1,786.91
Maximum Rate Increase (set by the State Government)	1.50%	1.75%
Capped Average Rate	\$1,774	\$1,818.18
Maximum General Rates and Municipal Charges Revenue	\$15,856,356	\$16,365,470
Budgeted General Rates and Municipal Charges Revenue	\$15,622,000	\$16,084,000
Budgeted Supplementary Rates	\$125,000	\$125,000
Budgeted Total Rates and Municipal Charges Revenue	\$15,747,000	\$16,209,000

5.1.6.12 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:

- The making of supplementary valuations (2022/23: estimated \$125,000 and 2021/22: \$125,000)
- The variation of returned levels of values (e.g., valuation objections)
- Changes of use of land such that rateable land becomes non-rateable land and vice versa
- Changes of use of land such that residential land becomes commercial/industrial land and vice versa.

5.2 Grants

5.2.1 Grants – Operating

Operating Grant Funding Type and Source	Forecast 2021/22 \$'000	Budget 2022/23 \$'000	Variance \$'000
Recurrent - Commonwealth Government			
Victorian Grants Commission	5,496	3,138	(2,358)
Recurrent - State Government			
Senior citizens	29	2	(27)
Youth services	96	81	(15)
School crossing supervisors	37	37	-
Maternal and child health	325	312	(13)
Fire Services Levy	54	56	2
Libraries	156	156	1
Other	88	53	(35)
Total recurrent grants	6,281	3,835	(2,446)

Council allocates is Victorian Grants Commission (VGC) income to specific business functions which benefit the community. The table below sets out how the VGC income has been allocated.

Business Function	VGC Allocation \$'000
Airports	6
Building Maintenance	156
Community Development	234
Councillors and Executive	1,090
Economic Development	350
Festivals and Events	156
Footpaths	16
Libraries	39
Local Laws	39
Open Spaces	273
Operations	273
Property Management	93
Recreation	47
Strategic Planning	78
Swimming Pools	93
Tourism	195
TOTAL	3,138

5.2.1.1 Non-recurrent Operating Grants

Operating Grant Funding Type and Source	Forecast 2021/22 \$'000	Budget 2022/23 \$'000	Variance \$'000
Non-recurrent - Commonwealth Government			
Nil	-	-	-
Non-recurrent - State Government			
Bushfire recovery	1,008	20	(988)
Economic development and tourism	211	-	(211)
Community development	177	116	(61)
ICT Infrastructure Support	100	-	(100)
Emergency services	73	73	-
FOGO		110	110
Outdoor Activation	500	-	(500)
Other	40	-	(40)
Total non-recurrent grants	2,109	319	(1,790)

5.2.2 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 decrease by \$1.44m compared to the forecast for 2021/22.

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

5.2.2.1 Recurrent Capital Grants

Capital Grant Funding Type and Source	Forecast 2021/22 \$'000	Budget 2022/23 \$'000	Variance \$'000
Recurrent - Commonwealth Government			
Roads to recovery	710	710	-
Recurrent - State Government			
Nil	-	-	-
Total recurrent grants	710	710	-

5.2.2.2 Non-Recurrent Capital Grants

Capital Grant Funding Type and Source	Forecast 2021/22 \$'000	Budget 2022/23 \$'000	Variance \$'000
Non-recurrent - Commonwealth Government			
Nil			
Non-recurrent - State Government			
Buildings	4,160	2,230	(1,930)
Roads	3,522	3,878	356
Recreational		1,255	1,255
Bridges	120	487	367
Waste		222	222
Pathways	1,710	-	(1,710)
Total non-recurrent grants	9,512	8,072	(1,440)

5.3 Borrowings

The Council continues to operate free from borrowings.

5.4 Capital Works Program

This section presents an overview of capital works expenditure and funding sources, as well as a listing of the capital works projects that will be undertaken for the 2022/23 financial year. Works are also disclosed as current budget or carried forward from last year. (excludes intangibles)

5.4.1 Summary of Works

Capital Works Area	Forecast 2021/22 \$'000	Budget 2022/23 \$'000	Change \$'000	%
Property	4,047	3,431	(616)	(15)
Plant and equipment	1,548	1,041	(507)	(33)
Infrastructure	11,185	14,327	3,142	28
Total	16,780	18,799	2,019	12

Capital Works Area	Project cost \$'000	Asset expenditure type				Summary of funding sources			
		New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Grants \$'000	Contributions \$'000	Council cash \$'000	Borrowing \$'000
Property	3,431	661	720	2,050	-	2,480	-	951	-
Plant and equipment	1,041	229	812	-	-	-	-	1041	-
Infrastructure	14,327	2,061	2,982	9,195	-	6,530	-	7,797	-
Total capital works	18,799	2,951	4514	11,245	-	9,010	-	9,789	-

5.4.2 Budget New Works 2022/23

Capital Works Area	Project cost \$'000	New \$'000	Renewal \$'000	Asset expenditure type		Grants \$'000	Summary of funding sources		
				Upgrade \$'000	Expansion \$'000		Contri- butions \$'000	Council cash \$'000	Borrowing \$'000
Property									
Buildings									
Mountain View Children's Centre Concept Design	150	-	-	150	-	150	-	-	-
Tawonga Memorial Hall Renewal	300	-	-	300	-	300	-	-	-
Myrtleford Savoy Soccer Club Upgrade	250	-	-	250	-	250	-	-	-
Ablett Pavilion Upgrade	300	-	-	300	-	300	-	-	-
Mount Beauty Stadium Renewable Energy Upgrade	200	200	-	-	-	200	-	-	-
Bright Office Electric Vehicle Charging Stations	61	61	-	-	-	30	-	31	-
Renewable Energy Upgrades for Council Buildings	150	150	-	-	-	-	-	150	-
Mount Beauty Pool Renewal	65	-	65	-	-	-	-	65	-
Mount Beauty Depot Concept Design	100	-	100	-	-	-	-	100	-
Bright Community Centre Wifi Installation	10	10	-	-	-	-	-	10	-
Mount Beauty Visitor Information Centre Deck Renewal	50	-	-	50	-	-	-	50	-
Tawonga South Public Space and Amenities Concept Design	50	50	-	-	-	-	-	50	-
Tawonga Hall Demolition	65	-	65	-	-	-	-	65	-
Tawonga Fisherman's Walk Public Toilet	140	140	-	-	-	-	-	140	-
Bright Office Renewal Stage 3 Design	40	-	40	-	-	-	-	40	-
Mount Beauty Airport Bowser Design	50	50	-	-	-	-	-	50	-
Total property	1,981	661	270	1,050	-	1,230	-	751	-

Capital Works Area	Asset expenditure type					Summary of funding sources			
	Project cost	New	Renewal	Upgrade	Expansion	Grants	Contributions	Council cash	Borrowing
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Plant and equipment									
Plant, machinery and equipment									
Large Plant Renewal	121	-	121	-	-	-	-	121	-
Large Plant New	18	18	-	-	-	-	-	18	-
Small Plant And Equipment Renewal	28	-	28	-	-	-	-	28	-
Vehicle Renewal	208	-	208	-	-	-	-	208	-
Pool Vehicle	111	-	111	-	-	-	-	111	-
Office furniture and equipment									
Disaster Recovery System Renewal	60	-	60	-	-	-	-	60	-
Office network renewal	60	-	60	-	-	-	-	60	-
Internet Renewal	30	-	30	-	-	-	-	30	-
Identity Management System	40	40	-	-	-	-	-	40	-
Unified Communications	25	-	25	-	-	-	-	25	-
Corporate Technology Infrastructure	100	-	100	-	-	-	-	100	-
Asset Management System	95	95	-	-	-	-	-	95	-
Library Books	69	-	69	-	-	-	-	69	-
Total plant and equipment	965	153	812	-	-	-	-	965	-

Capital Works Area	Project cost \$'000	New \$'000	Renewal \$'000	Asset expenditure type		Grants \$'000	Summary of funding sources		
				Upgrade \$'000	Expansion \$'000		Contri- butions \$'000	Council cash \$'000	Borrowing \$'000
Infrastructure									
Roads									
Montgomery Lane Scoping and Design	78	-	78	-	-	78	-	-	-
Dargo High Plains Road Upgrade	1,310	-	-	1,310	-	1,310	-	-	-
Dinner Plain Activation	1,190	-	-	1,190	-	1,190	-	-	-
Energy Efficient Streetlight Upgrade	500	-	-	500	-	-	-	500	-
Road Stabilisation And Patching 2022/2023	150	-	150	-	-	150	-	-	-
Resealing 2022/2023	500	-	500	-	-	500	-	-	-
Asphalt Overlays 2022/2023	150	-	150	-	-	150	-	-	-
Kerb And Channel Renewal 2022/2023	55	-	55	-	-	-	-	55	-
Line Marking 2022/2023	50	-	50	-	-	-	-	50	-
Gravel Road Reconstruction and Resheeting Program	560	-	560	-	-	-	-	560	-
Development Engineering Roads Program	140	-	140	-	-	-	-	140	-
Bright Carparking Stage 3	50	-	50	-	-	-	-	50	-
Bridges									
Nimmo Pedestrian Bridge	487	487	-	-	-	487	-	-	-
Footpaths and cycleways									
Mummery Road Footpath Design	10	10	-	-	-	-	-	10	-
Footpath Renewal	150	-	150	-	-	-	-	150	-

Capital Works Area	Project cost \$'000	New \$'000	Renewal \$'000	Asset expenditure type		Grants \$'000	Summary of funding sources		
				Upgrade \$'000	Expansion \$'000		Contri- butions \$'000	Council cash \$'000	Borrowing \$'000
Drainage									
Drainage Renewal	50	-	50	-	-	-	-	50	-
Deacon Avenue Bright	70		70					70	
O'Donnell Avenue Myrtleford	50		50					50	
34 Lawrence Street Myrtleford	15		15					15	
Nug Nug Road Culvert Renewal	15		15					15	
50 Kiewa Valley Highway Design	15		15					15	
Development Engineering Drainage Program	155		155					155	
Recreational, leisure and community facilities									
Myrtleford Sport and Active Recreation Masterplan	160	-	160		-	160	-	-	
Dinner Plain Snowmaking	500	500				500			-
Bright Pioneer Park Masterplan	100		100			100			
Mount Beauty Education and Sport Precinct Masterplan	120		120			120			
Myrtleford Splash Park	200	200			-	200	-	-	-
Tronoh Dredgehole Precinct	175	175	-	-	-	175	-	-	-
Bright Weir Upgrade	35			35				35	
Vegetation Offset Management	40			40	-		-	40	-
Waste infrastructure									
Kerbside Bins Renewal And New	90	-	90	-	-	-	-	90	-
Public Bins Renewal	30	-	30	-	-	-	-	30	-
Food Organics Garden Organics (FOGO) Bins	390	390						390	
Porepunkah Landfill Rehabilitation	1560			1560				1560	
Landfill Rehabilitation Planning and Scoping	100			100				100	
Mount Beauty Landfill Rehabilitation Design	100			100				100	
Landfill Borehole Renewal Program	120	-	120		-	-	-	120	-
Porepunkah Transfer Station Upgrades	200	-		200	-	200	-		-
Total infrastructure	9,695	1,792	2,493	5,440	-	5,230	-	4,465	-
Capitalised wages	1,492	229	319	945	-	-	-	1,492	-
Total new capital works expenditure	14,133	2,905	4,194	7,135	-	6,460	-	7,673	-

5.4.3 Works Carried Forward from 2021/22

Capital Works Area	Project cost \$'000	Asset expenditure type				Summary of funding sources			
		New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Grants \$'000	Contri- butions \$'000	Council cash \$'000	Borrowing \$'000
Property									
Buildings									
Alpine View Children's Centre Expansion	400	-	-	400	-	400	-	-	-
Tawonga Caravan Park Upgrade	700	-	-	700	-	500	-	200	-
Tawonga Memorial Hall Renewal	200			200		200			
Myrtleford Memorial Hall Renewal	150	-	150	-	-	150	-		-
Total property	1,450	-	150	1,300	-	1,250	-	200	-
Plant and equipment									
Plant, machinery and equipment									
Plant Renewal	76	76		-	-	-	-	76	-
Total plant and equipment	76	76		-	-	-	-	76	-
Infrastructure									
Dinner Plain Activation	260	-		260	-	260		-	-
Dargo High Plain Road Upgrade	940	-		940	-	940			
Big Hill Car Park Sealing	260			260				260	-
Mt Beauty Airport Upgrade	370			370				370	
Snowy Creek Road Renewal	100		100			100			
Footpaths and Cycleways									
Dinner Plain Pump Track Design	40	40						40	
Great Valley Trial Vegetation	30	30						30	
Drainage									
Porepunkah Drainage Strategy	10		10					10	
Baker Gully Road Drainage	150		150					150	

Capital Works Area	Project cost \$'000	New \$'000	Renewal \$'000	Asset expenditure type		Grants \$'000	Summary of funding sources		
				Upgrade \$'000	Expansion \$'000		Contri- butions \$'000	Council cash \$'000	Borrowing \$'000
Waste									
Myrtleford Landfill Rehabilitation	980	-		980	-	-	-	980	-
Total infrastructure	3,140	70	260	2,810	-	1,300	-	1,840	-
Total capital works carried forward from 2021/22	4,666	146	410	4,110	-	2,550	-	2,116	-

5.4.4 Summary of Planned Capital Works Expenditure For the four years ended 30 June 2026

Capital Works Area	Asset expenditure type					Summary of funding sources			
	Project cost \$'000	New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Grants \$'000	Contri-butions \$'000	Council cash \$'000	Borrowings \$'000
2024									
Property									
Buildings	5,410	-	5,410	-	-	3,438	-	1,972	-
Total property	5,410	-	5,410	-	-	3,438	-	1,972	-
Plant and equipment									
Plant, machinery and equipment	458	-	458	-	-	-	-	458	-
Computers and telecommunications	205	-	205	-	-	-	-	205	-
Intangibles	41	-	41	-	-	-	-	41	-
Library books	77	-	77	-	-	-	-	77	-
Total plant and equipment	781	-	781	-	-	-	-	781	-
Infrastructure									
Roads	1,954	-	23	1,931	-	726	-	1,228	-
Bridges	288	-	288	-	-	-	-	288	-
Footpaths and cycleways	283	-	283	-	-	-	-	283	-
Drainage	228	-	228	-	-	-	-	228	-
Recreational, leisure and community facilities	5,074	-	5,074	-	-	4,815	-	259	-
Parks, open space and streetscapes	102	-	102	-	-	-	-	102	-
Waste	355	-	355	-	-	-	-	355	-
Total infrastructure	8,284	-	6,353	1,931	-	5,541	-	2,743	-
Unallocated	1,800	-	-	1,800	-		-	1,800	-
Total capital works expenditure	16,275	-	12,544	3,731	-	8,979	-	7,296	-

Capital Works Area	Asset expenditure type					Summary of funding sources			
	Project cost \$'000	New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Grants \$'000	Contributions \$'000	Council cash \$'000	Borrowings \$'000
2025									
Property									
Buildings	2,205	-	2,205	-	-	-	-	2,205	-
Total property	2,205	-	2,205	-	-	-	-	2,205	-
Plant and equipment									
Plant, machinery and equipment	459	-	459	-	-	-	-	459	-
Computers and telecommunications	205	-	205	-	-	-	-	205	-
Intangibles	41	-	41	-	-	-	-	41	-
Library books	79	-	79	-	-	-	-	79	-
Total plant and equipment	784	-	784	-	-	-	-	784	-
Infrastructure									
Roads	2,068	-	2,068	-	-	742	-	1,326	-
Bridges	295	-	295	-	-	-	-	295	-
Footpaths and cycleways	289	-	289	-	-	-	-	289	-
Drainage	234	-	234	-	-	-	-	234	-
Recreational, leisure and community facilities	528	-	528	-	-	-	-	528	-
Parks, open space and streetscapes	104	-	104	-	-	-	-	104	-
Waste	363	-	363	-	-	-	-	363	-
Total infrastructure	3,817	-	3,881	-	-	742	-	3,075	-
Unallocated	1,854	-	54	1,745	-	-	-	1,854	-
Total capital works expenditure	8,660	-	6,915	1,745	-	742	-	7,920	-

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
2026									
Property									
Buildings	2,260	-	2,260	-	-	-	-	2,260	-
Total property	2,260	-	2,260	-	-	-	-	2,260	-
Plant and equipment									
Plant, machinery and equipment	459	-	459	-	-	-	-	459	-
Fixtures, fittings and furniture	-	-	-	-	-	-	-	-	-
Computers and telecommunications	205	-	205	-	-	-	-	205	-
Intangibles	41	-	41	-	-	-	-	41	-
Library books	81	-	81	-	-	-	-	81	-
Total plant and equipment	786	-	786	-	-	-	-	786	-
Infrastructure									
Roads	2,055	-	2,055	-	-	759	-	1,296	-
Bridges	302	-	302	-	-	-	-	302	-
Footpaths and cycleways	297	-	297	-	-	-	-	297	-
Drainage	239	-	239	-	-	-	-	239	-
Recreational, leisure and community facilities	541	-	541	-	-	-	-	541	-
Parks, open space and streetscapes	107	-	107	-	-	-	-	107	-
Waste	372	-	372	-	-	-	-	372	-
Total infrastructure	3,977	-	3,806	-	-	759	-	3,218	-
Unallocated	1,909	-	109	1,800	-	-	-	1,909	-
Total capital works expenditure	8,868	-	7,068	1,800	-	759	-	8,109	-

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.

The financial performance indicators below are the prescribed financial performance indicators contained in Part 3 of Schedule 3 of the *Local Government (Planning and Reporting) Regulations 2020*.

Results against these indicators will be reported in Council's Performance Statement included in the Annual Report.

Indicator	Measure	Notes	Forecast 2021/22	Budget 2022/23	Budget Projections			Trend + /o /-
Operating position								
Adjusted underlying result	Adjusted underlying surplus (deficit) / Adjusted underlying revenue		3.4%	(13.1%)	(2.1%)	(2.9%)	(2.8%)	-
Liquidity								
Working Capital	Current assets / current liabilities		334.8%	473.0%	479.2%	500.2%	467.1	-
Unrestricted cash	Unrestricted cash / current liabilities		224.2%	385.0%	409.9%	440.2%	406.9%	+
Obligations								
Loans and borrowings	Interest bearing loans and borrowings / rate revenue	1	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		25.0%	41.0%	37.7%	36.4%	35.2%	-
Asset renewal	Asset renewal expenditure / depreciation		131.3%	83.7%	193.6%	48.7%	48.8%	-
Stability								
Rates concentration	Rate revenue / adjusted underlying revenue		62.2%	71.9%	69.8%	69.8%	70.0%	o
Rates effort	Rate revenue / CIV of rateable properties in the municipality		0.36%	0.27%	0.5%	0.5%	0.5%	o
Efficiency								
Expenditure level	Total expenditure / no. of property assessments		\$3,379	\$3,484	\$3,270	\$3,392	\$3,482	0

Indicator	Measure	Notes	Forecast 2021/22	Budget 2022/23	Budget Projections			Trend +/o/-
Revenue level	Residential rate revenue / No. of residential property assessments		\$1,531	\$1,608	\$1,682	\$1,706	\$1,728	+
Workforce turnover	No. of permanent staff resignations & terminations / average no. of permanent staff for the financial year		17.2%	7.0%	7.0%	7.0%	7.0%	o

Key to Forecast Trend:

- + Forecast increase in Council's financial performance/financial position indicator
- o Forecasts that Council's financial performance/financial position indicator will be steady
- Forecast reduction in Council's financial performance/financial position indicator

Notes to indicators

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

6 Schedule of Fees and Charges

This section 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 2022/23 year.

Fees and charges are based on information available at the time of publishing and may vary during the financial year subject to any changes in Council's policy or legislation.

Department	Business Unit	Fee name	Fee - sub component	GST?	Adopted 2021/22 Fee	2022/23 Fees	\$ Change	Unit of measure	Regulated?
Asset Maintenance									
Asset Maintenance	Operations	Application for Occupation/Works on Council Managed Land Permit		Yes	free	free		per permit	No
Corporate - Customer Service									
Corporate	Customer Services	Land information certificate	Within 7 days	Yes	as per legislation	as per legislation		as per legislation	Yes
Corporate	Customer Services	Land information certificate	Within 24 hrs	Yes	\$ 50.50	\$ 51.50	\$ 1.00	per certificate	No
Corporate	Customer Services	Copy of rates notice	Post 1999	Yes	\$ 12.00	\$ 12.50	\$ 0.50	per notice per year	No
Corporate	Customer Services	Copy of rates notice	Pre 1999	Yes	\$ 42.50	\$ 43.50	\$ 1.00	per notice per year	No
Corporate - Finance and Governance									
Corporate	Finance	Records retrieval	5 years old or less	Yes	\$ 12.00	\$ 13.00	\$ 1.00	per item	No
Corporate	Finance	Records retrieval	over 5 years old	Yes	\$ 42.50	\$ 43.50	\$ 1.00	per item	No
Corporate	Finance	Disabled parking permit			free	free			No
Corporate	Governance	Freedom of information		Yes	as per legislation	as per legislation		as per legislation	Yes
Corporate - Libraries									
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	Nil	Nil		per day	No
Corporate	Libraries	Overdue fine > than 2 days	Inter library	Yes	\$ 0.50	\$ -	-\$ 0.50	per day	No
Corporate	Libraries	Overdue fine > than 2 days	Book Club	Yes	\$ 1.00	\$ -	-\$ 1.00	per day	No
Corporate	Libraries	Overdue fine with lost status		Yes	\$ 5.00	\$ 5.00	\$ -	per item	No
Corporate	Libraries	Printing/photocopying	Black & White A4	Yes	\$ 0.10	\$ 0.20	\$ 0.10	per page	No
Corporate	Libraries	Printing/photocopying	Colour A4	Yes	\$ 0.50	\$ 0.50	\$ -	per page	No
Corporate	Libraries	Printing/photocopying	Black & White A3	Yes	\$ 0.20	\$ 0.50	\$ 0.30	per page	No
Corporate	Libraries	Printing/photocopying	Colour A3	Yes	\$ 1.00	\$ 1.00	\$ -	per page	No
Corporate	Libraries	Maximum unpaid fines before borrowing privileges are suspended	Adults	Yes	\$ 12.50	\$ 12.50	\$ -	per member	No
Corporate	Libraries	Maximum unpaid fines before borrowing privileges are suspended	Junior	Yes	n/a	n/a		per member	No
Corporate	Libraries	Minor damage to an item or barcode		Yes	\$ 2.20	\$ 2.50	\$ 0.30	per item	No
Corporate	Libraries	DVD or CD ROM replacement cover		Yes	\$ 2.20	\$ 2.50	\$ 0.30	per item	No
Corporate	Libraries	CDB covers		Yes	\$ 10.00	\$ 10.50	\$ 0.50	per item	No
Corporate	Libraries	Lost or damaged items, where price is known		Yes	Price of item	Price of item		per item	No
Corporate	Libraries	Lost or damaged items, where price is unknown	Adult book	Yes	\$ 26.50	\$ 27.00	\$ 0.50	per item	No
Corporate	Libraries	Lost or damaged items, where price is unknown	Junior book	Yes	\$ 14.00	\$ 14.50	\$ 0.50	per item	No
Corporate	Libraries	Lost or damaged items, where price is unknown	Light romance	Yes	\$ 2.00	\$ 2.50	\$ 0.50	per item	No
Corporate	Libraries	Lost or damaged items, where price is unknown	Periodical	Yes	\$ 9.00	\$ 9.50	\$ 0.50	per item	No
Corporate	Libraries	Lost or damaged items, where price is unknown	Book on disk	Yes	\$ 101.50	\$ 103.50	\$ 2.00	per item	No
Corporate	Libraries	Lost or damaged items, where price is unknown	Single disk	Yes	\$ 19.00	\$ 3.50	-\$ 15.50	per item	No
Corporate	Libraries	Lost or damaged items, where price is unknown	DVD	Yes	\$ 27.50	\$ 28.00	\$ 0.50	per item	No
Corporate	Libraries	Lost or damaged items, where price is unknown	Playaway	Yes	\$ 101.50	\$ 103.50	\$ 2.00	per item	No
Corporate	Libraries	Lost or damaged items, where price is unknown	MP3	Yes	\$ 106.50	\$ 108.50	\$ 2.00	per item	No
Corporate	Libraries	Replacement of lost or damaged cards		Yes	\$ 2.50	\$ 3.00	\$ 0.50	per card	No
Corporate	Libraries	Interlibrary loans (for loans outside of Victoria or from non-library institutions)		Yes	\$ 28.50	As determined by ALIA[1]		per item	No
Corporate	Libraries	Inter library loan strap/barcode		Yes	\$ 3.30	\$ 3.50	\$ 0.20	per item	No
Corporate	Libraries	Requests for photocopies not in stock and obtained on inter library loan		Yes	As charged by supplier	As charged by supplier		per item	No
Corporate	Libraries	Research fee		Yes	\$ 16.00	\$ 16.50	\$ 0.50	per half hour	No
Corporate	Libraries	Programs and activities		Yes	Free to minimal charge	Free to minimal charge		per attendee	No

Department	Business Unit	Fee name	Fee - sub component	GST?	Adopted 2021/22 Fee	2022/23 Fees	\$ Change	Unit of measure	Regulated?
Corporate	Libraries	Disc Cleaning		Yes	\$ 4.00	\$ 4.50	\$ 0.50	per item	No
Corporate	Libraries	Room Hire		Yes		\$ 5.00	\$ 5.00	per hour	No
Corporate -Rates									
Corporate	Rates	Rates debt recovery costs		Yes	Cost recovery from the ratepayer	Cost recovery from the ratepayer			Partial
Facilities - Bright Sports Centre									
Facilities	Bright Sports Centre	Additional Lifeguard		Yes	\$ 37.00	\$ 37.50	\$ 0.50	per hour	No
Facilities	Bright Sports Centre	Centre Membership - all areas	Adult - 1 month	Yes	\$ 90.00	\$ 92.00	\$ 2.00	per person	No
Facilities	Bright Sports Centre	Centre Membership - all areas	Concession - 1 month	Yes	\$ 66.00	\$ 67.50	\$ 1.50	per person	No
Facilities	Bright Sports Centre	Centre Membership - all areas	Family - 1 month	Yes	\$ 160.00	\$ 164.00	\$ 4.00	per family	No
Facilities	Bright Sports Centre	Centre Membership - all areas	Adult - 3 month	Yes	\$ 264.00	\$ 268.00	\$ 4.00	per person	No
Facilities	Bright Sports Centre	Centre Membership - all areas	Concession - 3 month	Yes	\$ 193.00	\$ 195.00	\$ 2.00	per person	No
Facilities	Bright Sports Centre	Centre Membership - all areas	Family - 3 month	Yes	\$ 472.00	\$ 475.00	\$ 3.00	per family	No
Facilities	Bright Sports Centre	Centre Membership - all areas	Monthly Direct Debit Adult	Yes	\$ 75.00	\$ 76.50	\$ 1.50	per person	No
Facilities	Bright Sports Centre	Centre Membership - all areas	Monthly Direct Debit Concession	Yes	\$ 53.50	\$ 53.50	\$ -	per person	No
Facilities	Bright Sports Centre	Centre Membership - all areas	Monthly Direct Debit Family	Yes	\$ 155.00	\$ 158.00	\$ 3.00	per family	No
Facilities	Bright Sports Centre	After Hours Access	Fob Charge	Yes	\$ 20.50	\$ 21.00	\$ 0.50	per fob	No
Facilities	Bright Sports Centre	Swimming pool only	Adult - 3 month	Yes	\$ 125.00	\$ 128.00	\$ 3.00	per person	No
Facilities	Bright Sports Centre	Swimming pool only	Concession - 3 Month	Yes	\$ 78.50	\$ 80.00	\$ 1.50	per person	No
Facilities	Bright Sports Centre	Swimming pool only	Family - 3 month	Yes	\$ 315.00	\$ 322.00	\$ 7.00	per family	No
Facilities	Bright Sports Centre	Swimming pool only	Adult casual visit	Yes	\$ 8.00	\$ 8.50	\$ 0.50	per person	No
Facilities	Bright Sports Centre	Swimming pool only	Child/concession - casual visit	Yes	\$ 4.50	\$ 5.00	\$ 0.50	per person	No
Facilities	Bright Sports Centre	Swimming pool only	Family - Casual Visit	Yes	\$ 18.00	\$ 18.50	\$ 0.50	per family	No
Facilities	Bright Sports Centre	Swimming pool only	Adult 10 visit card	Yes	\$ 65.00	\$ 76.50	\$ 11.50	per card	No
Facilities	Bright Sports Centre	Swimming pool only	Concession/child 10 visit card	Yes	\$ 40.50	\$ 45.00	\$ 4.50	per card	No
Facilities	Bright Sports Centre	Casual gym entry (includes gym and pool)	Adult Casual	Yes	\$ 15.00	\$ 15.50	\$ 0.50	per person	No
Facilities	Bright Sports Centre	Casual gym entry (includes gym and pool)	Concession - Casual	Yes	\$ 10.50	\$ 11.00	\$ 0.50	per person	No
Facilities	Bright Sports Centre	Casual gym entry (includes gym and pool)	Adult 10 visit card	Yes	\$ 137.00	\$ 139.50	\$ 2.50	per card	No
Facilities	Bright Sports Centre	Casual gym entry (includes gym and pool)	Concession 10 visit card	Yes	\$ 94.50	\$ 96.50	\$ 2.00	per card	No
Facilities	Bright Sports Centre	Hydro program	Hydro 10 Visit Card	Yes			\$ -	per person	No
Facilities	Bright Sports Centre	Learn to swim program		Yes	\$ 18.00	\$ 18.50	\$ 0.50	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	\$ 57.00	\$ 58.00	\$ 1.00	per lesson	No
Facilities	Bright Sports Centre	Casual group exercise class entry	Regular Class - Non Member	Yes	\$ 12.00	\$ 12.50	\$ 0.50	per person	No
Facilities	Bright Sports Centre	Casual group exercise class entry	Active Seniors Class - Non Member	Yes	\$ 7.00	\$ 7.50	\$ 0.50	per person	No
Facilities	Bright Sports Centre	Casual group exercise class entry	Intro Seniors Class	Yes	\$ 6.00	\$ 6.50	\$ 0.50	per person	No
Facilities	Bright Sports Centre	Squash court	Adult	Yes	\$ 7.00	\$ 7.50	\$ 0.50	per person	No
Facilities	Bright Sports Centre	Squash court	Child/concession	Yes	\$ 4.50	\$ 5.00	\$ 0.50	per person	No
Facilities	Bright Sports Centre	Multi-purpose room hire		Yes	\$ 26.50	\$ 27.00	\$ 0.50	per hour	No
Facilities	Bright Sports Centre	Pool hire with lifeguard		Yes	\$ 106.50	\$ 109.00	\$ 2.50	per hour	No
Facilities	Bright Sports Centre	Shower Only		Yes	\$ 4.50	\$ 4.50	\$ -	per person	No
Facilities - Community Centres									
Facilities	Community Centres	Hall or kitchen only hire	Max \$170/day	Yes	\$ 16.00	\$ 17.00	\$ 1.00	per hour	No
Facilities	Community Centres	Hall and kitchen hire	Max \$280/day	Yes	\$ 26.50	\$ 28.50	\$ 2.00	per hour	No

Department	Business Unit	Fee name	Fee - sub component	GST?	Adopted 2021/22 Fee	2022/23 Fees	\$ Change	Unit of measure	Regulated?
Facilities	Community Centres	Bond		Yes	\$ 269.00	\$ 269.00	\$ -	per hire	No
Facilities	Community Centres	Hall hire insurance (any hall)		Yes	\$ 37.00	\$ 37.50	\$ 0.50	per hire	No
Facilities - Swimming Pools									
Facilities	Swimming Pools	Adult daily		Yes	\$ 5.20	\$ 5.50	\$ 0.30	per person	No
Facilities	Swimming Pools	Child/concession daily		Yes	\$ 2.50	\$ 3.00	\$ 0.50	per person	No
Facilities	Swimming Pools	Supervising parent		Yes	\$ 4.00	\$ 4.00	\$ -	per person	No
Facilities	Swimming Pools	Family season - early bird		Yes	\$ 89.00	\$ 89.00	\$ -	per season	No
Facilities	Swimming Pools	Adult season		Yes	\$ 80.00	\$ 82.00	\$ 2.00	per season	No
Facilities	Swimming Pools	Child/concession season		Yes	\$ 42.50	\$ 43.50	\$ 1.00	per season	No
Facilities	Swimming Pools	Adult 10 visit pass		Yes	\$ 47.00	\$ 48.00	\$ 1.00	per 10 visits	No
Facilities	Swimming Pools	Child/concession 10 visit pass		Yes	\$ 23.00	\$ 27.00	\$ 4.00	per 10 visits	No
Facilities	Swimming Pools	Mount Beauty stadium hire		Yes	\$ 27.00	\$ 27.50	\$ 0.50	per hour	No
Facilities	Swimming Pools	Aqua fit/concession		Yes	\$ 7.50	\$ 8.00	\$ 0.50	per session	No
Facilities	Swimming Pools	Aqua fit/adult		Yes	\$ 10.50	\$ 11.00	\$ 0.50	per session	No
Facilities	Swimming Pools	Arthritis group		Yes	\$ 3.00	\$ 3.00	\$ -	per hour	No
Facilities	Swimming Pools	Lane hire		Yes	\$ 30.00	\$ 30.50	\$ 0.50	per hour	No
Facilities	Swimming Pools	Learn to swim		Yes	\$ 17.50	\$ 18.00	\$ 0.50	one lesson	No
Facilities	Swimming Pools	Learn to swim		Yes	\$ 55.00	\$ 56.00	\$ 1.00	private lesson	No
Facilities	Swimming Pools	Pool hire with lifeguard		Yes	\$ 105.00	\$ 107.00	\$ 2.00	per hour	No
Facilities	Swimming Pools	Seniors Hour		Yes	\$ 3.00	\$ 3.00	\$ -	per hour	No
Facilities -The Pavilion, Pioneer Park									
Facilities	The Pavilion	Meeting room	max 10hr charge/day	Yes	\$ 15.00	\$ 16.00	\$ 1.00	per hour	No
Facilities	The Pavilion	Function Centre (no kitchen)	max 10hr charge/day	Yes	\$ 25.50	\$ 26.50	\$ 1.00	per hour	No
Facilities	The Pavilion	Function Centre incl. kitchen	max 10hr charge/day	Yes	\$ 45.50	\$ 46.50	\$ 1.00	per hour	No
Facilities	The Pavilion	Kitchen only	max 10hr charge/day	Yes	\$ 25.50	\$ 26.50	\$ 1.00	per hour	No
Facilities	The Pavilion	First Aid Room & Downstairs Toilets (2) Hire	Full day hire	Yes	\$ 152.00	\$ 152.00	\$ -	per day	No
Facilities	The Pavilion	Entire Downstairs Area (Changerooms, First Aid Room, Toilets)	Full day hire	Yes	\$ 355.00	\$ 355.00	\$ -	per day	No
Facilities -Waste Services									
Facilities	Waste	Domestic putrescible and hard waste		Yes	\$ 46.50	\$ 48.00	\$ 1.50	per cubic metre	No
Facilities	Waste	Domestic putrescible and hard waste	minimum charge	Yes	\$ 8.00	\$ 8.00	\$ -	per large bag	No
Facilities	Waste	Concrete and bricks		Yes	\$ 39.50	\$ 40.50	\$ 1.00	per cubic metre	No
Facilities	Waste	Cement sheeting, plaster board		Yes	\$ 55.00	\$ 57.00	\$ 2.00	per cubic metre	No
Facilities	Waste	Green waste		Yes	\$ 18.50	\$ 18.50	\$ -	per cubic metre	No
Facilities	Waste	Raw organic timber		Yes	\$ 18.50	\$ 18.50	\$ -	per cubic metre	No
Facilities	Waste	Processed/treated timber		Yes	\$ 46.50	\$ 48.00	\$ 1.50	per cubic metre	No
Facilities	Waste	Whitegoods (all)		Yes	\$ 11.50	\$ 11.50	\$ -	each	No
Facilities	Waste	Steel		Yes	\$ 12.00	\$ 12.00	\$ -	per cubic metre	No
Facilities	Waste	Oil		Yes	free	free		per litre	No
Facilities	Waste	Plastic and metal oil containers			\$ 0.80	\$ 0.80	\$ -	per item	No
Facilities	Waste	Car bodies		Yes	\$ 26.00	\$ 26.00	\$ -	per item	No
Facilities	Waste	Aluminium, cardboard, steel cans, plastic bottles and containers		Yes	\$ 15.00	\$ 15.50	\$ 0.50	per cubic metre	No
Facilities	Waste	Paint cans 10 litres and over of any size containing paint		Yes	\$ 3.60	\$ 5.00	\$ 1.40	per litre	No
Facilities	Waste	Car batteries		Yes	free	free		each	No
Facilities	Waste	LPG cylinders		Yes	\$ 6.00	\$ 6.00	\$ -	each	No
Facilities	Waste	Tyres small/4WD		Yes	\$ 10.50	\$ 11.00	\$ 0.50	each	No
Facilities	Waste	Tyres large - truck		Yes	\$ 15.50	\$ 16.00	\$ 0.50	each	No
Facilities	Waste	Tyres large - tractor or truck		Yes	\$ 94.00	\$ 95.00	\$ 1.00	each	No
Facilities	Waste	E-waste - Small appliances		Yes	free	free		each	No

Department	Business Unit	Fee name	Fee - sub component	GST?	Adopted 2021/22 Fee	2022/23 Fees	\$ Change	Unit of measure	Regulated?
Facilities	Waste	E-waste - Medium appliances		Yes	free	free		each	No
Facilities	Waste	E-waste - Large appliances		Yes	free	free		each	No
Facilities	Waste	E-waste scheme exempt items		Yes	free	free		each	No
Facilities	Waste	Asbestos - Porepunkah only	Minimum charge \$5	Yes	\$ 101.50	\$ 101.50	\$ -	per cubic metre	No
Facilities	Waste	Green organic mulch sales		Yes	free	free		per cubic metre	No
Facilities	Waste	Crushed concrete sales		Yes	\$ 39.50	\$ 39.50	\$ -	per cubic metre	No
Facilities	Waste	Mattress - any size except cot		Yes	\$ 28.50	\$ 29.50	\$ 1.00	each	No
Facilities	Waste	Mattress - cot		Yes	\$ 10.00	\$ 10.50	\$ 0.50	each	No
Facilities	Waste	Single seater couch		Yes	\$ 20.50	\$ 21.50	\$ 1.00	each	No
Facilities	Waste	Two seater, sofa or larger couch		Yes	\$ 29.50	\$ 30.50	\$ 1.00	each	No
Facilities	Waste	Skis or snowboards		Yes	\$ 6.50	\$ 6.50	\$ -	per pair or board	No
Facilities	Waste	Silage wrap		Yes	\$ 3.50	\$ 3.50	\$ -	per cubic metre	No
Facilities	Waste	Drum master		Yes	free	free			No
Planning and Amenity - Building Control									
Planning & Amenity	Building	Lodgement Fee				\$ 123.70	\$ 123.70		
Planning & Amenity	Building	Commercial works \$15,000 - \$39,999	+ lodgement fee	Yes		competitive quote		minimum fee	No
Planning & Amenity	Building	Commercial works \$40,000 or over	+ lodgement fee	Yes	competitive quote	competitive quote		minimum fee	No
Planning & Amenity	Building	Carport, garage, verandahs, patios, pergolas and other small extensions - up to 4 inspections \$16,001 or greater alterations / additions to a Class 1 or 10		Yes		\$ 1,000.00	\$ 1,000.00	minimum fee	No
Planning & Amenity	Building	Swimming pool / spa registration		No	as per legislation	as per legislation		Per property	Yes
Planning & Amenity	Building	Swimming pool / spa document search fee		No	as per legislation	as per legislation		Per property	Yes
Planning & Amenity	Building	Swimming pool / spa inspection (2 site visit max)		Yes	\$ 406.00	\$ 415.00	\$ 9.00	Minimum fee	No
Planning & Amenity	Building	Certificate of compliance lodgement		Yes		as per legislation			Yes
Planning & Amenity	Building	Certificate of non-compliance lodgement		Yes		as per legislation			Yes
Planning & Amenity	Building	Commercial works <\$15,000	+ lodgement fee	Yes	competitive quote	competitive quote		minimum fee	No
Planning & Amenity	Building	Commercial works \$15,001 - \$40,000	+ lodgement fee	Yes	competitive quote	competitive quote		minimum fee	No
Planning & Amenity	Building	Commercial works > \$40,001	+ lodgement fee	Yes	competitive quote	competitive quote		minimum fee	No
Planning & Amenity	Building	Carport, garage, sheds, veranda and other small extensions		Yes	\$ 588.50	\$ 800.00	\$ 211.50	minimum fee	No
Planning & Amenity	Building	Swimming pool (in-ground)		Yes	\$ 707.50	\$ 1,000.00	\$ 292.50	minimum fee	No
Planning & Amenity	Building	Swimming pool (above ground)		Yes	\$ 471.00	\$ 800.00	\$ 329.00	minimum fee	No
Planning & Amenity	Building	Restumping or demolition		Yes	competitive quote	competitive quote		minimum fee	No
Planning & Amenity	Building	Dwelling extensions and alterations		Yes	competitive quote	competitive quote		minimum fee plus applicable levies	No
Planning & Amenity	Building	New dwelling		Yes	competitive quote	competitive quote		minimum fee plus applicable levies	No
Planning & Amenity	Building	Multi-unit development		Yes	competitive quote	competitive quote		minimum fee	No
Planning & Amenity	Building	Extension of time for building permit		Yes	\$ 268.00	\$ 268.00	\$ -	per extension	No
Planning & Amenity	Building	Temporary Siting approvals x3 Structures		Yes		\$ 447.00	\$ 447.00		
Planning & Amenity	Building	Temporary Siting approvals more than 3 Structures		Yes		\$ 570.00	\$ 570.00		
Planning & Amenity	Building	POPE attendance up to 1000 persons & 1 prescribed structure		Yes		\$ 1,146.50	\$ 1,146.50		No
Planning & Amenity	Building	POPE attendance up to 5000 persons & 5 prescribed structure		Yes		\$ 1,561.00	\$ 1,561.00		No
Planning & Amenity	Building	POPE attendance of greater than 5,000 persons and more than 5 prescribed structures		Yes		\$ 1,770.00	\$ 1,770.00		No
Planning & Amenity	Building	Minor amendment to building permit		Yes	\$ 134.00	\$ 137.00	\$ 3.00	per amendment	No
Planning & Amenity	Building	Major amendment to building permit		Yes	\$ 268.00	\$ 274.00	\$ 6.00	per amendment	No
Planning & Amenity	Building	Variation to ResCode (report and consent)		Yes	as per legislation	as per legislation		as per legislation	Yes
Planning & Amenity	Building	Notification of adjoining landowners for siting variation		Yes		as per legislation		per item	
Planning & Amenity	Building	Flooding (Reg 153)		Yes		as per legislation		per item	

Department	Business Unit	Fee name	Fee - sub component	GST?	Adopted 2021/22 Fee	2022/23 Fees	\$ Change	Unit of measure	Regulated?
Planning & Amenity	Building	Projections beyond street alignment (Part 6)		Yes		as per legislation		per item	
Planning & Amenity	Building	Protection of the public (Reg 116)		Yes		as per legislation		per item	
Planning & Amenity	Building	Additional inspection or re-inspection		Yes	\$ 235.50	\$ 241.00	\$ 5.50	per inspection	No
Planning & Amenity	Building	Additional inspection or re-inspection (remote area)		Yes	\$ 320.50	\$ 328.00	\$ 7.50	per inspection	No
Planning & Amenity	Building	Copy of building permit, endorsed plans or occupancy permit		Yes	as per legislation	as per legislation		as per legislation	Yes
Planning & Amenity	Building	Legal point of discharge information		No	as per legislation	as per legislation		as per legislation	Yes
Planning & Amenity	Building	Build over easement		No	as per legislation	as per legislation		as per legislation	Yes
Planning & Amenity	Building	Building information certificate		No	as per legislation	as per legislation		as per legislation	Yes
Planning & Amenity	Building	Essential service inspection and report	minimum amount	Yes	\$ 353.00	\$ 450.00	\$ 97.00	per inspection	No
Planning & Amenity	Building	Non-mandatory inspection		Yes	\$ 235.50	\$ 240.00	\$ 4.50	per inspection	No
Planning & Amenity	Building	Council Comments (to vary a regulation, where report and consent not an option)		Yes		\$ 440.00	\$ 440.00	as per regulations	No
Planning & Amenity	Building	BAL Assessment – desktop assessment:		Yes		\$ 650.00	\$ 650.00	minimum fee	No
Planning & Amenity	Building	BAL Assessment – on site assessment:		Yes		\$ 1,300.00	\$ 1,300.00	minimum fee	No
Planning & Amenity	Building	BAL Assessment – remote on site assessment:		Yes		\$ 1,650.00	\$ 1,650.00	minimum fee	No
Planning & Amenity	Building	Performance solutions - amenity matter		Yes		\$ 350.00	\$ 350.00	per item	No
Planning & Amenity	Building	Performance solutions - access matter (per item)		Yes		\$ 500.00	\$ 500.00	per item	No
Planning & Amenity	Building	Performance solutions - fire safety matter (per item)		Yes		\$ 650.00	\$ 650.00	per item	No
Planning & Amenity	Building	Partial compliance Exemption - amenity matter (per item)		Yes		\$ 280.00	\$ 280.00	per item	No
Planning & Amenity	Building	Partial compliance Exemption - access matter (per item)		Yes		\$ 430.00	\$ 430.00	per item	No
Planning & Amenity	Building	Partial compliance Exemption - fire safety matter (per item)		Yes		\$ 550.00	\$ 550.00	per item	No
Planning & Amenity	Building	Occupancy Permit/Final Certificate not assoc. with Building Permit Class 1 & 10		Yes		\$ 561.00	\$ 561.00	per document	No
Planning & Amenity	Building	Occupancy Permit/Final Certificate not assoc. with Building Permit class 1b		Yes		\$ 1,010.00	\$ 1,010.00	per document	No
Planning & Amenity	Building	Occupancy Permit/Final Certificate not assoc. with Building Permit Class 2-9		Yes		\$ 1,224.00	\$ 1,224.00	per document	No
Planning and Amenity - Development									
Planning & Amenity	Development	Application for permit to work in a road reserve		No	as per legislation	as per legislation		as per legislation	Yes
Planning and Amenity - Health									
Planning & Amenity	Health	Class 1 food premises		No	\$ 545.00	\$ 557.00	\$ 12.00	per annum	No
Planning & Amenity	Health	Class 1 food premises - Charity and Community Groups		No	\$ 272.00	\$ 278.00	\$ 6.00	per annum	No
Planning & Amenity	Health	Class 2 food premises		No	\$ 473.00	\$ 484.00	\$ 11.00	per annum (pro rata)	No
Planning & Amenity	Health	Class 2 food premises - Charity and Community Groups		No	\$ 236.50	\$ 242.00	\$ 5.50	per annum (pro rata)	No
Planning & Amenity	Health	Class 3 food premises		No	\$ 270.00	\$ 276.00	\$ 6.00	per annum (pro rata)	No
Planning & Amenity	Health	Class 3 food premises - Charity and Community Groups		No	\$ 135.00	\$ 138.00	\$ 3.00	per annum (pro rata)	No
Planning & Amenity	Health	Class 4 food premises		No	\$ -	-		per annum	No
Planning & Amenity	Health	Class 2 temporary food premises & mobile food vendors (Streatrader)		No	\$ 211.00	\$ 216.00	\$ 5.00	per annum	No
Planning & Amenity	Health	Class 2 temporary food premises & mobile food vendors, charitable and community groups (Streatrader)		No	\$ 55.00	\$ 56.00	\$ 1.00	per annum	No
Planning & Amenity	Health	Class 3 temporary food premises & mobile food vendors (Streatrader)		No	\$ 126.00	\$ 129.00	\$ 3.00	per annum	No
Planning & Amenity	Health	Class 3 temporary food premises & mobile food vendors, charitable and community groups (Streatrader)		No	\$ 30.50	\$ 31.50	\$ 1.00	per annum	No
Planning & Amenity	Health	New premises fee		No	50% of annual registration fee plus applicable registration fee	50% of annual registration fee plus applicable registration fee		pro rata	
Planning & Amenity	Health	Inspection and report fee		No	\$ 155.50	\$ 159.00	\$ 3.50	per registration	No

Department	Business Unit	Fee name	Fee - sub component	GST?	Adopted 2021/22 Fee	2022/23 Fees	\$ Change	Unit of measure	Regulated?
Planning & Amenity	Health	Major non-compliance inspection fee		No	\$ 181.50	\$ 186.00	\$ 4.50	per inspection	No
Planning & Amenity	Health	Major non-compliance inspection fee (where a notice has been issued)		No	\$ 244.50	\$ 250.00	\$ 5.50	per inspection	No
Planning & Amenity	Health	Hairdresser premise registration		No	\$ 208.00	\$ 213.00	\$ 5.00	per premise	No
Planning & Amenity	Health	Beauty or skin penetration registration		No	\$ 166.50	\$ 170.00	\$ 3.50	per annum	No
Planning & Amenity	Health	Prescribed accommodation premise registration		No	\$ 218.00	\$ 223.00	\$ 5.00	per annum	No
Planning & Amenity	Health	Permit to install wastewater system		No	\$ 497.50	as per regulations		per application	Yes
Planning & Amenity	Health	Change to an existing wastewater permit		No	\$ 152.00	as per regulations		per application	Yes
Planning & Amenity	Health	Permit to alter wastewater system		No	\$ 248.50	as per regulations		per application	Yes
Planning & Amenity	Health	Health search		No	\$ 40.50	\$ 41.50	\$ 1.00	per hour or part thereof	No
Planning & Amenity	Health	Caravan park registration		No	as per legislation	as per legislation		as per legislation	Yes
Planning & Amenity	Health	Caravan park rigid annex approval fee		No	\$ 162.50	\$ 166.00	\$ 3.50	per approval	No
Planning & Amenity	Health	Transfer registration fee		No	50% of applicable annual registration fee	50% of applicable annual registration fee		of applicable annual registration fee	No
Planning & Amenity	Health	Registration late penalty fee		No	30% addition to annual registration fee	30% addition to annual registration fee		of original registration fee	No
Planning and Amenity - Local Laws									
Planning & Amenity	Local Laws	Dog registration	Full	No	\$ 91.50	\$ 93.50	\$ 2.00	per animal	Partially
Planning & Amenity	Local Laws	Dog registration	Pensioner	No	\$ 45.50	\$ 46.50	\$ 1.00	per animal	Yes
Planning & Amenity	Local Laws	Dog registration	Reduced (Desexed/working dog)	No	\$ 30.50	\$ 31.00	\$ 0.50	per animal	Yes
Planning & Amenity	Local Laws	Dog Registration	Reduced Pensioner	No	\$ 15.00	\$ 15.00	\$ -	Per animal	Yes
Planning & Amenity	Local Laws	Dog Registration	Declared Dog	No	\$ 91.50	\$ 93.50	\$ 2.00	Per animal	Yes
Planning & Amenity	Local Laws	Cat registration	Full	No	\$ 91.50	\$ 93.50	\$ 2.00	per animal	Yes
Planning & Amenity	Local Laws	Cat registration	Pensioner	No	\$ 45.50	\$ 46.50	\$ 1.00	per animal	Yes
Planning & Amenity	Local Laws	Cat registration	Reduced	No	\$ 30.50	\$ 31.00	\$ 0.50	per animal	Yes
Planning & Amenity	Local Laws	Cat registration	Reduced Pensioner	No	\$ 15.00	\$ 15.00	\$ -	Per animal	Yes
Planning & Amenity	Local Laws	Domestic Animal Act infringements (e.g. Failure to Register Dog or Cat)		No	as per legislation	as per legislation		as per legislation	Yes
Planning & Amenity	Local Laws	Animal registration tag replacement		Yes	\$ 5.00	\$ 6.00	\$ 1.00	per tag	No
Planning & Amenity	Local Laws	Pound release fee – animals	Registered	No	\$ 83.00	\$ 85.00	\$ 2.00	per animal	Partially
Planning & Amenity	Local Laws	Pound release fee – animals	Unregistered	No	\$ 166.50	\$ 170.00	\$ 3.50	per animal	Partially
Planning & Amenity	Local Laws	Impounded item release fee – all other items		Yes	\$ 61.00	\$ 62.50	\$ 1.50	Per movement	No
Planning & Amenity	Local Laws	Animal sustenance fee		Yes	\$ 15.00	\$ 15.50	\$ 0.50	per animal per day	No
Planning & Amenity	Local Laws	Livestock impound fee – small stock		Yes	\$ 22.50	\$ 23.00	\$ 0.50	Per animal	No
Planning & Amenity	Local Laws	Livestock impound fee – large stock		Yes	\$ 101.50	\$ 104.00	\$ 2.50	Per animal	No
Planning & Amenity	Local Laws	Sustenance fee – small stock		Yes	\$ 10.00	\$ 11.00	\$ 1.00	Per animal per day	No
Planning & Amenity	Local Laws	Sustenance fee – large stock		Yes	\$ 20.50	\$ 21.00	\$ 0.50	Per animal per day	No
Planning & Amenity	Local Laws	Veterinary fees		Yes	Reasonable costs	Reasonable costs		Per animal	No
Planning & Amenity	Local Laws	Cat trap hire deposit		No	nil	nil		per hire	No
Planning & Amenity	Local Laws	Cat trap hire fee		Yes	nil	nil		per hire	No
Planning & Amenity	Local Laws	Domestic animal business fee		No	\$ 132.00	\$ 135.00	\$ 3.00	per year	Yes
Planning & Amenity	Local Laws	Dinner Plain snowmobile permit		No	\$ 72.00	\$ 73.50	\$ 1.50	per snowmobile	No
Planning & Amenity	Local Laws	Parking infringement	Category 1 (e.g. Time Limit)	No	0.5 Penalty Unit	0.5 Penalty Unit		As per legislation	Partially
Planning & Amenity	Local Laws	Parking infringement	Category 2 (e.g. Bus Zone)	No	0.6 Penalty Unit	0.6 Penalty Unit		as per legislation	Yes
Planning & Amenity	Local Laws	Parking infringement	Category 3 (e.g. No Stopping Area)	No	1.0 Penalty Unit	1.0 Penalty Unit		as per legislation	Yes
Planning & Amenity	Local Laws	Vehicle impound fee		No	\$ 113.50	\$ 116.00	\$ 2.50	per vehicle	No

Department	Business Unit	Fee name	Fee - sub component	GST?	Adopted 2021/22 Fee	2022/23 Fees	\$ Change	Unit of measure	Regulated?
Planning & Amenity	Local Laws	Vehicle storage fee		Yes	\$ 15.00	\$ 16.00	\$ 1.00	per vehicle per day	No
Planning & Amenity	Local Laws	Vehicle & livestock transport fee		Yes	Reasonable costs	Reasonable costs		Per movement	No
Planning and Amenity - Memorials									
Planning & Amenity	Memorials	Memorial plaque fee		Yes	\$ 61.00	\$ 61.00	\$ -	per annum	No
Planning and Amenity - Planning									
Planning & Amenity	Planning	Public notification	Notice to neighbours	Yes	\$ 67.50	\$ 69.00	\$ 1.50	per general notification	No
Planning & Amenity	Planning	Public notification	Additional notices	Yes	\$ 8.00	\$ 9.00	\$ 1.00	per notice	No
Planning & Amenity	Planning	Public notification	Notice on land	Yes	\$ 85.50	\$ 87.00	\$ 1.50	up to two signs	No
Planning & Amenity	Planning	Public notification	Additional notices on land	Yes	\$ 13.00	\$ 15.00	\$ 2.00	each additional sign	No
Planning & Amenity	Planning	Public notification	Notice in papers	Yes	\$ 208.00	\$ 213.00	\$ 5.00	per notice	No
Planning & Amenity	Planning	Planning advice in writing - cert of verbal advice		Yes	\$ 125.00	\$ 128.00	\$ 3.00	per advice	No
Planning & Amenity	Planning	Sect 173 agreements		Yes	\$ 416.00	\$ 425.00	\$ 9.00	per agreement	No
Planning & Amenity	Planning	Certificate of title and restrictions covenant		Yes	\$ 62.50	\$ 64.00	\$ 1.50	per certificate	No
Planning & Amenity	Planning	Copy of planning permit, endorsed plans or occupancy permit		Yes	as per legislation	as per legislation		as per legislation	Yes
Planning & Amenity	Planning	Planning panel - proponent request amendment		Yes	cost of panel	cost of panel			Yes
Planning & Amenity	Planning	Extension of time for planning permit certificate fee		No	\$ 125.00	\$ 128.00	\$ 3.00	per extension	No
Planning & Amenity	Planning	Class 1 - Change of use only		No	as per legislation	as per legislation		per application	Yes
Planning & 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 & Amenity	Planning	Class 2 - Dwellings \$10,000 to \$100,000		No	as per legislation	as per legislation		per application	Yes
Planning & Amenity	Planning	Class 3 - Dwellings more than \$100,001		No	as per legislation	as per legislation		per application	Yes
Planning & 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 & Amenity	Planning	Class 4 - \$10,000 or less		No	as per legislation	as per legislation		per application	Yes
Planning & Amenity	Planning	Class 5 - \$10,000 to \$250,000		No	as per legislation	as per legislation		per application	Yes
Planning & Amenity	Planning	Class 6 - \$250,000 to \$500,000		No	as per legislation	as per legislation		per application	Yes
Planning & Amenity	Planning	Class 7 - \$500,000 to \$1,000,000		No	as per legislation	as per legislation		per application	Yes
Planning & Amenity	Planning	Class 8 - \$1,000,000 to \$7,000,000		No	as per legislation	as per legislation		per application	Yes
Planning & Amenity	Planning	Class 9 - \$7,000,000 to \$10,000,000		No	as per legislation	as per legislation		per application	Yes
Planning & Amenity	Planning	Class 10 - \$10,000,000 to \$50,000,000		No	as per legislation	as per legislation		per application	Yes
Planning & Amenity	Planning	Class 11 - Over \$50,000,000		No	as per legislation	as per legislation		per application	Yes
Planning & Amenity	Planning	Class 12 - Subdivide existing building		No	as per legislation	as per legislation		per application	Yes
Planning & Amenity	Planning	Class 13 - Subdivide land into two lots		No	as per legislation	as per legislation		per application	Yes
Planning & 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	as per legislation		per application	Yes
Planning & Amenity	Planning	Class 15 - To subdivide land		No	as per legislation	as per legislation		per application	Yes
Planning & 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	as per legislation		per application	Yes
Planning & 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	as per legislation		per application	Yes
Planning & 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	as per legislation		per application	Yes
Planning & 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	as per legislation		per application	No
Planning & 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	as per legislation		per application	No

Department	Business Unit	Fee name	Fee - sub component	GST?	Adopted 2021/22 Fee	2022/23 Fees	\$ Change	Unit of measure	Regulated?
Planning & 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.		No	as per legislation	as per legislation		per application	No
Planning & Amenity	Planning	Application to amend the planning scheme	Stage 1	No	as per legislation	as per legislation		as per legislation	Yes
Planning & Amenity	Planning	Application to amend the planning scheme	Stage 2	No	as per legislation	as per legislation		as per legislation	Yes
Planning & Amenity	Planning	Application to amend the planning scheme	Stage 3	No	as per legislation	as per legislation		as per legislation	Yes
Planning & Amenity	Planning	Application to amend the planning scheme	Stage 4	No	as per legislation	as per legislation		as per legislation	Yes
Planning & Amenity	Roadside Trading	Commercial participant – events		No	\$ 67.00	\$ 68.50	\$ 1.50	per event	No
Planning & Amenity	Roadside Trading	Business premises – footpath trading		No	\$ 155.50	\$ 159.00	\$ 3.50	per annum	No
Planning & Amenity	Roadside Trading	Approved site location – annual		No	\$ 239.50	\$ 245.00	\$ 5.50	Per annum	No
Planning & Amenity	Roadside Trading	Horse drawn vehicle / motorcycle tour operator		No	\$ 155.50	\$ 159.00	\$ 3.50	per year	No
Planning & Amenity	Roadside Trading	Advertising sign		No	\$ 73.00	\$ 74.50	\$ 1.50	per sign	No
Planning & Amenity	Roadside Trading	Busking (adult)	Commercial	No	\$ 32.50	\$ 33.00	\$ 0.50	per year	No
Planning & Amenity	Streets & Roads	Outdoor eating facility – footpath dining		No	\$ 155.50	\$ 159.00	\$ 3.50	per annum	No
Planning & Amenity	Subdivision	Certification of a plan of subdivision	Fixed	No	as per legislation	as per legislation		per subdivision	Yes
Planning & Amenity	Subdivision	Supervision of works		No	as per legislation	as per legislation		as per legislation	Yes
Planning & Amenity	Subdivision	Checking engineering plans		No	as per legislation	as per legislation		as per legislation	Yes
Planning & Amenity	Subdivision	Public open space contributions		No	<= 5.0%	<= 5.0%		subdivision value	Yes



INSTRUMENT OF DELEGATION

Council to

Chief Executive Officer

7 June 2022

Instrument of Delegation

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

AND declares that

1. this Instrument of Delegation is authorised by a Resolution of Council passed on **7 June 2022**;
2. the delegation
 - 2.1 comes into force immediately the common seal of Council is affixed to this Instrument of Delegation;
 - 2.2 is subject to any conditions and limitations set out in the Schedule;
 - 2.3 must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and
 - 2.4 remains in force until Council resolves to vary or revoke it.

THE COMMON SEAL OF THE
ALPINE SHIRE COUNCIL was
hereunto affixed this 7th day of
June 2022 in the presence of:

COUNCILLOR NAME

SIGNATURE

COUNCILLOR NAME

SIGNATURE

CHIEF EXECUTIVE OFFICER NAME

SIGNATURE

Schedule

The power to

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

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

Conditions and Limitations

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

1. if the issue, action, act or thing is an issue, action, act or thing which involves
 - 1.1. entering into a contract or making any expenditure that exceeds the value of \$150,000 (excluding GST);
 - 1.2. appointing an Acting Chief Executive Officer for a period exceeding 28 days;
 - 1.3. electing a Mayor or Deputy Mayor;
 - 1.4. granting a reasonable request for leave under s35 of the Act;
 - 1.5. making any decision in relation to the employment, dismissal or removal of the Chief Executive Officer;
 - 1.6. approving or amending the Council Plan;
 - 1.7. adopting or amending any policy that Council is required to adopt under the Act;
 - 1.8. adopting or amending the Governance Rules;
 - 1.9. appointing the chair or the members to a delegated committee;
 - 1.10. making, amending or revoking a local law;
 - 1.11. approving the Budget or Revised Budget;
 - 1.12. approving the borrowing of money;
 - 1.13. subject to section 181H(1)(b) of the *Local Government Act 1989*, declaring general rates, municipal charges, service rates and charges and specified rates and charges; or
2. if the issue, action, act or thing is an issue, action, act or thing which is required by law to be done by Council resolution;
3. if the issue, action, act or thing is an issue, action or thing which Council has previously designated as an issue, action, act or thing which must be the subject of a Resolution of Council;

4. if the determining of the issue, taking of the action or doing of the act or thing would or would be likely to involve a decision which is inconsistent with a
 - 4.1. policy; or
 - 4.2. strategy
adopted by Council;
5. if the determining of the issue, the taking of the action or the doing of the act or thing cannot be the subject of a lawful delegation, whether on account of s 11(2)(a)-(n) (inclusive) of the Act or otherwise; or
6. the determining of the issue, the taking of the action or the doing of the act or thing is already the subject of an exclusive delegation to another member of Council staff.



INSTRUMENT OF DELEGATION

Council to

Members of Council Staff

7 June 2022

Instrument of Delegation

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

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

DELEGATE	TITLE
ACC	Accountant
AOBEH	Administration Officer (Building and Environmental Health)
AOP	Administration Officer (Planning)
AOSLL	Administration Officer (Subdivision and Local Laws)
BC	Building Coordinator
BI	Building Inspector
BSL	Building Surveyor Limited
BSU	Building Surveyor Unlimited
BSM	Municipal Building Surveyor
CEO	Chief Executive Officer
CPC	Compliance Coordinator
CRC	Community and Recreation Coordinator
CRO	Community and Recreation Officer
CWC	Civil Works Coordinator
DA	Director Assets
DCP	Director Corporate Performance
EACEO	Executive Assistant (CEO)
EC	Engineering Coordinator
EHC	Environmental Health Coordinator
EHO	Environmental Health Officer
EMC	Emergency Management Coordinator
FO	Finance Officer
GISAO	GIS and Assets Officer
GO	Governance Officer
LLO	Local Laws Officer
LLO2	Local Laws Officer
MAD	Manager Asset Development
MAM	Manager Asset Maintenance

DELEGATE	TITLE
MC	Manager Corporate
MF	Manager Facilities
MPA	Manager Planning and Amenity
PC	Statutory Planning Coordinator
POS	Senior Statutory Planning Officer
PO	Planning Officer
POD	Project Officer (Delivery)
PRO	Prosecutor
PRO2	Prosecutor
RC	Rates Coordinator
SPC	Strategic Planning Coordinator
SP	Strategic Planner
TOA	Technical Officer (Assets)

3. declares that:

3.1 this Instrument of Delegation is authorised by a resolution of Council passed on **7 June 2022**; and

3.2 the delegation:

3.2.1 comes into force immediately the common seal of Council is affixed to this Instrument of Delegation;

3.2.2 remains in force until varied or revoked;

3.2.3 is subject to any conditions and limitations set out in sub-paragraph 3.3, and the Schedule; and

3.2.4 must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and

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

3.3.1 if the issue, action, act or thing is an issue, action or thing which Council has previously designated as an issue, action, act or thing which must be the subject of a Resolution of Council;

3.3.2 if the determining of the issue, taking of the action or doing of the act or thing would or would be likely to involve a decision which is inconsistent with a

(a) policy; or

(b) strategy

adopted by Council; or

3.3.3 if the determining of the issue, the taking of the action or the doing of the act or thing cannot be the subject of a lawful delegation; or

- 3.3.4 the determining of the issue, the taking of the action or the doing of the act or thing is already the subject of an exclusive delegation to another member of Council staff or delegated committee.

Instrument of Delegation to Members of Council Staff – 7 June 2022

THE COMMON SEAL OF THE
ALPINE SHIRE COUNCIL was
hereunto affixed this 7th day of
June 2022
in the presence of:

COUNCILLOR NAME

SIGNATURE

COUNCILLOR NAME

SIGNATURE

CHIEF EXECUTIVE OFFICER NAME

SIGNATURE

SCHEDULE

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CEMETERIES AND CREMATORIA ACT 2003

The provisions of this Act apply to Councils appointed as a cemetery trust under section 5 of this Act, and also apply to Councils appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)

Column 1	Column 2	DELEGATE	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 8(1)(a)(ii)	Power to manage one or more public cemeteries	DCP, MF	<i>Note: Alpine Shire Council is defined as a Class B cemetery trust - only those clauses that apply to this class is delegated in this document.</i>
s 12(1)	Function to properly and efficiently manage and maintain each public cemetery for	DCP, MF	Where Council is a Class B cemetery trust
s 12(2)	Duty to have regard to the matters set out in paragraphs (a) – (c) in exercising its	DCP, MF	Where Council is a Class B cemetery trust
s 12A(1)	Function to do the activities set out in paragraphs (a) – (n)	not delegated	Where Council is a Class A cemetery trust
s 12A(2)	Duty to have regard to matters set out in paragraphs (a) – (e) in exercising its functions	not delegated	Where Council is a Class A cemetery trust
s 13	Duty to do anything necessary or convenient to enable it to carry out its functions	DCP, MF	
s 14	Power to manage multiple public cemeteries as if they are one cemetery	not delegated	
s 15(4)	Duty to keep records of delegations	DCP, MF	
s 17(1)	Power to employ any persons necessary	not delegated	
s 17(2)	Power to engage any professional, technical or other assistance considered necessary	DCP, MF	
s 17(3)	Power to determine the terms and conditions of employment or engagement	not delegated	Subject to any guidelines or directions of the Secretary
s 18(3)	Duty to comply with a direction from the Secretary	DCP, MF	
s 18B(1) & (2)	Duty to establish governance committees within 12 months of becoming a Class A cemetery trust and power to establish other governance committees from time to time	not delegated	Where Council is a Class A cemetery trust
s 18C	Power to determine the membership of the governance committee	not delegated	Where Council is a Class A cemetery trust
s 18D	Power to determine procedure of governance committee	not delegated	Where Council is a Class A cemetery trust
s 18D(1)(a)	Duty to appoint community advisory committee for the purpose of liaising with communities	not delegated	Where Council is a Class A cemetery trust
s 18D(1)(b)	Power to appoint any additional community advisory committees	not delegated	Where Council is a Class A cemetery trust

CEMETERIES AND CREMATORIA ACT 2003

The provisions of this Act apply to Councils appointed as a cemetery trust under section 5 of this Act, and also apply to Councils appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)

Column 1	Column 2	DELEGATE	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 18D(2)	Duty to establish a community advisory committee under s 18D(1)(a) within 12 months of becoming a Class A cemetery trust.	not delegated	Where Council is a Class A cemetery trust
s 18D(3)	Duty to include a report on the activities of the community advisory committees in its report of operations under Part 7 of the <i>Financial Management Act 1994</i>	not delegated	Where Council is a Class A cemetery trust
s 18F(2)	Duty to give preference to a person who is not a funeral director of a stonemason (or a similar position) when appointing a person to a community advisory committee	not delegated	Where Council is a Class A cemetery trust
s 18H(1)	Duty to hold an annual meeting before 30 December in each calendar year	not delegated	Where Council is a Class A cemetery trust
s 18I	Duty to publish a public notice of annual meeting in a newspaper, a reasonable time before the date of the annual meeting	not delegated	Where Council is a Class A cemetery trust
s 18J	Duty to provide leadership, assistance and advice in relation to operational and governance matters relating to cemeteries (including the matters set out in s 18J(2))	not delegated	Where Council is a Class A cemetery trust
s 18L(1)	Duty to employ a person as the chief executive officer (by whatever title called) of the Class A cemetery trust	not delegated	Where Council is a Class A cemetery trust
s 18N(1)	Duty to prepare an annual plan for each financial year that specifies the items set out in paragraphs (a)-(d)	not delegated	Where Council is a Class A cemetery trust
s 18N(3)	Duty to give a copy of the proposed annual plan to the Secretary on or before 30 September each year for the Secretary's approval	not delegated	Where Council is a Class A cemetery trust
s 18N(5)	Duty to make amendments as required by the Secretary and deliver the completed plan to the Secretary within 3 months	not delegated	Where Council is a Class A cemetery trust
s 18N(7)	Duty to ensure that an approved annual plan is available to members of the public on request	not delegated	Where Council is a Class A cemetery trust
s 18O(1)	Duty to prepare a strategic plan and submit the plan to the Secretary for approval	not delegated	Where Council is a Class A cemetery trust
s 18O(4)	Duty to advise the Secretary if the trust wishes to exercise its functions in a manner inconsistent with its approved strategic plan	not delegated	Where Council is a Class A cemetery trust

CEMETERIES AND CREMATORIA ACT 2003

The provisions of this Act apply to Councils appointed as a cemetery trust under section 5 of this Act, and also apply to Councils appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)

Column 1	Column 2	DELEGATE	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 18O(5)	Duty to ensure that an approved strategic plan is available to members of the public on request	not delegated	Where Council is a Class A cemetery trust
s 18Q(1)	Duty to pay an annual levy on gross earnings as reported in the annual financial statements for the previous financial year	not delegated	Where Council is a Class A cemetery trust
s 19	Power to carry out or permit the carrying out of works	DCP, MF	
s 20(1)	Duty to set aside areas for the interment of human remains	DCP, MF	
s 20(2)	Power to set aside areas for the purposes of managing a public cemetery	DCP, MF	
s 20(3)	Power to set aside areas for those things in paragraphs (a) – (e)	DCP, MF	
s 24(2)	Power to apply to the Secretary for approval to alter the existing distribution of land	not delegated	
s 36	Power to grant licences to enter and use part of the land or building in a public cemetery in accordance with s 36	not delegated	Subject to the approval of the Minister
s 37	Power to grant leases over land in a public cemetery in accordance with s 37	not delegated	Subject to the Minister approving the purpose
s 40	Duty to notify Secretary of fees and charges fixed under s 39	DCP, MF	
s 47	Power to pay a contribution toward the cost of the construction and maintenance of any private street adjoining or abutting a cemetery	not delegated	Provided the street was constructed pursuant to the <i>Local Government Act 2020</i>
s 57(1)	Duty to submit a report to the Secretary every financial year in respect of powers and functions under the Act	DCP, MF	Report must contain the particulars listed in s 57(2)
s 59	Duty to keep records for each public cemetery	DCP, MF	
s 60(1)	Duty to make information in records available to the public for historical or research purposes	DCP, MF	
s 60(2)	Power to charge fees for providing information	DCP, MF	
s 64(4)	Duty to comply with a direction from the Secretary under s 64(3)	DCP, MF	
s 64B(d)	Power to permit interments at a reopened cemetery	DCP, MF	

CEMETERIES AND CREMATORIA ACT 2003

The provisions of this Act apply to Councils appointed as a cemetery trust under section 5 of this Act, and also apply to Councils appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)

Column 1	Column 2	DELEGATE	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 66(1)	Power to apply to the Minister for approval to convert the cemetery, or part of it, to a historic cemetery park	not delegated	The application must include the requirements listed in s 66(2)(a)–(d)
s 69	Duty to take reasonable steps to notify of conversion to historic cemetery park	DCP, MF	
s 70(1)	Duty to prepare plan of existing places of interment and make a record of any inscriptions on memorials which are to be removed	DCP, MF	
s 70(2)	Duty to make plans of existing place of interment available to the public	DCP, MF	
s 71(1)	Power to remove any memorials or other structures in an area to which an approval to convert applies	DCP, MF	
s 71(2)	Power to dispose of any memorial or other structure removed	DCP, MF	
s 72(2)	Duty to comply with request received under s 72	DCP, MF	
s 73(1)	Power to grant a right of interment	DCP, MF	
s 73(2)	Power to impose conditions on the right of interment	DCP, MF	
s 74	Duty to offer a perpetual right of interment	DCP, MF	
s 75	Power to grant the rights of interment set out in s 75(a) and (b)	DCP, MF	
s 76(3)	Duty to allocate a piece of interment if an unallocated right is granted	DCP, MF	
s 77(4)	Power to authorise and impose terms and conditions on the removal of cremated human remains or body parts from the place of interment on application	DCP, MF	
s 80(1)	Function of receiving notification and payment of transfer of right of interment	DCP, MF	
s 80(2)	Function of recording transfer of right of interment	DCP, MF	
s 82(2)	Duty to pay refund on the surrender of an unexercised right of interment	DCP, MF	
s 83(2)	Duty to pay refund on the surrender of an unexercised right of interment	DCP, MF	
s 83(3)	Power to remove any memorial and grant another right of interment for a surrendered right of interment	DCP, MF	
s 84(1)	Function of receiving notice of surrendering an entitlement to a right of interment	DCP, MF	

CEMETERIES AND CREMATORIA ACT 2003

The provisions of this Act apply to Councils appointed as a cemetery trust under section 5 of this Act, and also apply to Councils appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)

Column 1	Column 2	DELEGATE	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 84F(2)(d)	Function of receiving notice of decision to vary or force the surrender of a right of interment under s 84C(2), (3) or (5)	DCP, MF	
s 84H(4)	Power to exercise the rights of a holder of a right of interment	DCP, MF	
s 84I(5)	Duty to pay refund to the previous holder or holders of the right of interment	DCP, MF	
84I(6)(a)	Power to remove any memorial on the place of interment	DCP, MF	
s 84I(6)(b)	Power to grant right of interment under s 73	DCP, MF	
s 85(1)	Duty to notify holder of 25 year right of interment of expiration at least 12 months before expiry	DCP, MF	The notice must be in writing and contain the requirements listed in s 85(2)
s 85(2)(b)	Duty to notify holder of 25 year right of interment of expiration of right at least 12 months before expiry	DCP, MF	Does not apply where right of internment relates to remains of a deceased veteran.
85(2)(c)	Power to leave interred cremated remains undistributed in perpetuity and convert right of interment to perpetual right of internment or; remove interred remains and re-inter at another location within cemetery grounds and remove any memorial at that place and re-establish at new or equivalent location	DCP, MF	May only be exercised where right of interment relates to cremated human remains of a deceased identified veteran, if right of internment is not extended or converted to a perpetual right of interment
s 86	Power to remove and dispose of cremated human remains and remove any memorial if no action taken by right holder within time specified	DCP, MF	
s 86(2)	Power to leave interred cremated human remains undisturbed or convert the right of internment to a perpetual right of interment	DCP, MF	
s 86(3)(a)	Power to leave interred cremated human remains undisturbed in perpetuity and convert the right of interment to a perpetual right of interment	DCP, MF	
s 86(3)(b)	Power to remove interred cremated human remains and take further action in accordance with s 86(3)(b)	DCP, MF	

CEMETERIES AND CREMATORIA ACT 2003

The provisions of this Act apply to Councils appointed as a cemetery trust under section 5 of this Act, and also apply to Councils appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)

Column 1	Column 2	DELEGATE	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 86(4)	Power to take action under s 86(4) relating to removing and re-interring cremated human remains	DCP, MF	
s 86(5)	Duty to provide notification before taking action under s 86(4)	DCP, MF	
s 86A	Duty to maintain place of interment and any memorial at place of interment, if action taken under s 86(3)	DCP, MF	
s 87(3)	Duty, if requested, to extend the right for a further 25 years or convert the right to a perpetual right of interment	DCP, MF	
s 88	Function to receive applications to carry out a lift and re-position procedure at a place of interment	DCP, MF	
s 91(1)	Power to cancel a right of interment in accordance with s 91	DCP, MF	
s 91(3)	Duty to publish notice of intention to cancel right of interment	DCP, MF	
s 92	Power to pay refund or grant a right of interment in respect of another place of interment to the previous holder of the cancelled right of interment	DCP, MF	
s 98(1)	Function of receiving application to establish or alter a memorial or a place of interment	DCP, MF	
s 99	Power to approve or refuse an application made under s 98, or to cancel an approval	DCP, MF	
s 99(4)	Duty to make a decision on an application under s 98 within 45 days after receipt of the application or within 45 days of receiving further information where requested	DCP, MF	
s 100(1)	Power to require a person to remove memorials or places of interment	DCP, MF	
s 100(2)	Power to remove and dispose a memorial or place of interment or remedy a person's failure to comply with s 100(1)	DCP, MF	
s 100(3)	Power to recover costs of taking action under s 100(2)	DCP, MF	
s 101	Function of receiving applications to establish or alter a building for ceremonies in the cemetery	DCP, MF	

CEMETERIES AND CREMATORIA ACT 2003

The provisions of this Act apply to Councils appointed as a cemetery trust under section 5 of this Act, and also apply to Councils appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)

Column 1	Column 2	DELEGATE	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 102(1)	Power to approve or refuse an application under s 101, if satisfied of the matters in (b) and (c)	DCP, MF	
s 102(2) & (3)	Power to set terms and conditions in respect of, or to cancel, an approval granted under s 102(1)	DCP, MF	
s 103(1)	Power to require a person to remove a building for ceremonies	DCP, MF	
s 103(2)	Power to remove and dispose of a building for ceremonies or remedy the failure to comply with s 103(1)	DCP, MF	
s 103(3)	Power to recover costs of taking action under s 103(2)	DCP, MF	
s 106(1)	Power to require the holder of the right of interment of the requirement to make the memorial or place of interment safe and proper or carry out specified repairs	DCP, MF	
s 106(2)	Power to require the holder of the right of interment to provide for an examination	DCP, MF	
s 106(3)	Power to open and examine the place of interment if s 106(2) not complied with	DCP, MF	
s 106(4)	Power to repair or – with the approval of the Secretary - take down, remove and dispose any memorial or place of interment if notice under s 106(1) is not complied with	DCP, MF	
s 107(1)	Power to require person responsible to make the building for ceremonies safe and proper or carry out specified repairs	DCP, MF	
s 107(2)	Power to repair or take down, remove and dispose any building for ceremonies if notice under s 107(1) is not complied with	DCP, MF	
s 108	Power to recover costs and expenses	DCP, MF	
s 109(1)(a)	Power to open, examine and repair a place of interment	DCP, MF	Where the holder of right of interment or responsible person cannot be found
s 109(1)(b)	Power to repair a memorial or, with the Secretary's consent, take down, remove and dispose of a memorial	DCP, MF	Where the holder of right of interment or responsible person cannot be found

CEMETERIES AND CREMATORIA ACT 2003

The provisions of this Act apply to Councils appointed as a cemetery trust under section 5 of this Act, and also apply to Councils appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)

Column 1	Column 2	DELEGATE	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 109(2)	Power to repair the building for ceremonies or, with the consent of the Secretary, take down, remove and dispose of a building for ceremonies	DCP, MF	Where the holder of right of interment or responsible person cannot be found
s 110(1)	Power to maintain, repair or restore a memorial or place of interment from other funds if unable to find right of interment holder with consent of the Secretary	DCP, MF	
s 110(1A)	Power to maintain, repair or restore the place of interment if unable to find any of the other holders after diligent	DCP, MF	
s 110(2)	Power to maintain, repair or restore any building for ceremonies from other funds if unable to find responsible person and with consent of the Secretary	DCP, MF	
s 110A	Power to use cemetery trust funds or other funds for the purposes of establishing, maintaining, repairing or restoring any memorial or place of interment of any deceased identified veteran	DCP, MF	
s 111	Power to enter into agreement with a holder of the right of interment to maintain a memorial or place of interment	DCP, MF	
s 112	Power to sell and supply memorials	DCP, MF	
s 116(4)	Duty to notify the Secretary of an interment authorisation granted	DCP, MF	
s 116(5)	Power to require an applicant to produce evidence of the right of interment holder's consent to application	DCP, MF	
s 118	Power to grant an interment authorisation if satisfied that the requirements of Division 2 of Part 8 have been met	DCP, MF	
s 119	Power to set terms and conditions for interment authorisations	DCP, MF	
s 131	Function of receiving an application for cremation authorisation	DCP, MF	
s 133(1)	Duty not to grant a cremation authorisation unless satisfied that requirements of s 133 have been complied with	DCP, MF	Subject to s 133(2)
s 145	Duty to comply with an order made by the Magistrates' Court or a coroner	DCP, MF	
s 146	Power to dispose of bodily remains by a method other than interment or cremation	DCP, MF	Subject to the approval of the Secretary

CEMETERIES AND CREMATORIA ACT 2003

The provisions of this Act apply to Councils appointed as a cemetery trust under section 5 of this Act, and also apply to Councils appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)

Column 1	Column 2	DELEGATE	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 147	Power to apply to the Secretary for approval to dispose of bodily remains by a method other than interment or cremation	DCP, MF	
s 149	Duty to cease using method of disposal if approval revoked by the Secretary	DCP, MF	
s 150 & 152(1)	Power to authorise the interment or cremation of body parts if the requirements of Division 1 of Part 11 are met	DCP, MF	
s 151	Function of receiving applications to inter or cremate body parts	DCP, MF	
s 152(2)	Power to impose terms and conditions on authorisation granted under s 150	DCP, MF	
SCHEDULE 1 cl 8(3)	Power to permit members to participate in a particular meeting by telephone, closed-circuit television or any other means of communication	DCP, MF	
SCHEDULE 1 cl 8(8)	Power to regulate own proceedings	DCP, MF	Subject to cl 8
SCHEDULE 1A cl 8(3)	Power to permit members to participate in a particular meeting by telephone, closed-circuit television or any other means of communication	not delegated	Where Council is a Class A cemetery trust
SCHEDULE 1A cl 8(8)	Power to regulate own proceedings	not delegated	Where Council is a Class A cemetery trust. Subject to cl 8.

CEMETERIES AND CREMATORIA REGULATIONS 2015

These provisions apply to Councils appointed as a cemetery trust under section 5 of the *Cemeteries and Crematoria Act* 2003, and also apply to Councils appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)

Column 1	Column 2	DELEGATE	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r 24	Duty to ensure that cemetery complies with depth of burial requirements	DCP, MF	
r 25	Duty to ensure that the cemetery complies with the requirements for interment in concrete-lined graves	DCP, MF	
r 27	Power to inspect any coffin, container or other receptacle if satisfied of the matters in paragraphs (a) and (b)	not delegated	
r 28(1)	Power to remove any fittings on any coffin, container or other receptacle if the fittings may impede the cremation process or damage the cremator	not delegated	
r 28(2)	Duty to ensure any fittings removed of are disposed in an appropriate manner	not delegated	
r 29	Power to dispose of any metal substance or non-human substance recovered from a cremator	not delegated	
r 30(2)	Power to release cremated human remains to certain persons	not delegated	Subject to any order of a court
r 31(1)	Duty to make cremated human remains available for collection within 2 working days after the cremation	not delegated	
r 31(2)	Duty to hold cremated human remains for at least 12 months from the date of cremation	not delegated	
r 31(3)	Power to dispose of cremated human remains if no person gives a direction within 12 months of the date of cremation	not delegated	
r 31(4)	Duty to take reasonable steps notify relevant people of intention to dispose of remains at expiry of 12 month period	not delegated	
r 32	Duty to ensure a mausoleum is constructed in accordance with paragraphs (a)-(d)	DCP, MF	
r 33(1)	Duty to ensure that remains are interred in a coffin, container or receptacle in accordance with paragraphs (a)-(c)	DCP, MF	
r 33(2)	Duty to ensure that remains are interred in accordance with paragraphs (a)-(b)	DCP, MF	
r 34	Duty to ensure that a crypt space in a mausoleum is sealed in accordance with paragraphs (a)-(b)	DCP, MF	
r 36	Duty to provide statement that alternative vendors or supplier of monuments exist	not delegated	

CEMETERIES AND CREMATORIA REGULATIONS 2015

These provisions apply to Councils appointed as a cemetery trust under section 5 of the *Cemeteries and Crematoria Act* 2003, and also apply to Councils appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)

Column 1	Column 2	DELEGATE	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r 40	Power to approve a person to play sport within a public cemetery	DCP, MF	
r 41(1)	Power to approve fishing and bathing within a public cemetery	DCP, MF	
r 42(1)	Power to approve hunting within a public cemetery	DCP, MF	
r 43	Power to approve camping within a public cemetery	DCP, MF	
r 45(1)	Power to approve the removal of plants within a public cemetery	DCP, MF	
r 46	Power to approve certain activities under the Regulations if satisfied of regulation (1)(a)-(c)	DCP, MF	
r 47(3)	Power to approve the use of fire in a public cemetery	DCP, MF	
r 48(2)	Power to approve a person to drive, ride or use a vehicle on any surface other than a road, track or parking area	DCP, MF	
Note: SCHEDULE 2 contains Model Rules – only applicable if the cemetery trust has not made its own cemetery trust rules			
sch 2 cl 4	Power to approve the carrying out of an activity referred to in rules 8, 16, 17 and 18 of sch 2	DCP, MF	See note above regarding model rules
sch 2 cl 5(1)	Duty to display the hours during which pedestrian access is available to the cemetery	DCP, MF	See note above regarding model rules
sch 2 cl 5(2)	Duty to notify the Secretary of, (a) the hours during which pedestrian access is available to the cemetery; and (b) any changes to those hours	DCP, MF	See note above regarding model rules
sch 2 cl 6(1)	Power to give directions regarding the manner in which a funeral is to be conducted	DCP, MF	See note above regarding model rules
sch 2 cl 7(1)	Power to give directions regarding the dressing of places of interment and memorials	DCP, MF	See note above regarding model rules
sch 2 cl 8	Power to approve certain mementos on a memorial	DCP, MF	See note above regarding model rules
sch 2 cl 11(1)	Power to remove objects from a memorial or place of interment	DCP, MF	See note above regarding model rules
sch 2 cl 11(2)	Duty to ensure objects removed under sub rule (1) are disposed of in an appropriate manner	DCP, MF	See note above regarding model rules

CEMETERIES AND CREMATORIA REGULATIONS 2015

These provisions apply to Councils appointed as a cemetery trust under section 5 of the *Cemeteries and Crematoria Act* 2003, and also apply to Councils appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)

Column 1	Column 2	DELEGATE	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
sch 2 cl 12	Power to inspect any work being carried out on memorials, places of interment and buildings for ceremonies	DCP, MF	See note above regarding model rules
sch 2 cl 14	Power to approve an animal to enter into or remain in a cemetery	DCP, MF	See note above regarding model rules
sch 2 cl 16(1)	Power to approve construction and building within a cemetery	DCP, MF	See note above regarding model rules
sch 2 cl 17(1)	Power to approve action to disturb or demolish property of the cemetery trust	DCP, MF	See note above regarding model rules
sch 2 cl 18(1)	Power to approve digging or planting within a cemetery	DCP, MF	See note above regarding model rules

<u>DOMESTIC ANIMALS ACT 1994</u>			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS AND LIMITATIONS
s 41A(1)	Power to declare a dog to be a menacing dog	DCP, MPA, LLO, LLO2, CPC	Council may delegate this power to a Council authorised officer

FOOD ACT 1984			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 19(2)(a)	Power to direct by written order that the food premises be put into a clean and sanitary condition	DCP, MPA, EHC, EHO	If s 19(1) applies
s 19(2)(b)	Power to direct by written order that specified steps be taken to ensure that food prepared, sold or handled is safe and suitable	DCP, MPA, EHC, EHO	If s 19(1) applies
s 19(3)	Power to direct by written order that the food premises not be kept or used for the sale, or handling for sale, of any food, or for the preparation of any food, or for any other specified purpose, or for the use of any specified equipment or a specified process	DCP, MPA, EHC, EHO	If s 19(1) applies. Only in relation to temporary food premises or mobile food premises
s 19(4)(a)	Power to direct that an order made under s 19(3)(a) or (b), (i) be affixed to a conspicuous part of the premises, and (ii) inform the public by notice in a published newspaper or otherwise	DCP, MPA, EHC, EHO	If s 19(1) applies
s 19(6)(a)	Duty to revoke any order under s 19 if satisfied that an order has been complied with	DCP, MPA, EHC, EHO	If s 19(1) applies
s 19(6)(b)	Duty to give written notice of revocation under s 19(6)(a) if satisfied that an order has been complied with	DCP, MPA, EHC, EHO	If s 19(1) applies
s 19AA(2)	Power to direct, by written order, that a person must take any of the actions described in (a)-(c).	DCP, MPA, EHC, EHO	Where Council is the registration authority
s 19AA(4)(c)	Power to direct, in an order made under s 19AA(2) or a subsequent written order, that a person must ensure that any food or class of food is not removed from the premises	DCP, MPA, EHC, EHO	Note: the power to direct the matters under s 19AA(4)(a) and (b) not capable of delegation and so such directions must be made by a Council resolution
s 19AA(7)	Duty to revoke order issued under s 19AA and give written notice of revocation, if satisfied that that order has been complied with	DCP, MPA, EHC, EHO	Where Council is the registration authority
s 19CB(4)(b)	Power to request copy of records	DCP, MPA, EHC, EHO	Where Council is the registration authority
s 19E(1)(d)	Power to request a copy of the food safety program	DCP, MPA, EHC, EHO	Where Council is the registration authority

FOOD ACT 1984			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 19EA(3)	Function of receiving copy of revised food safety program	DCP, MPA, EHC, EHO	Where Council is the registration authority
s 19GB	Power to request proprietor to provide written details of the name, qualification or experience of the current food safety supervisor	DCP, MPA, EHC, EHO	Where Council is the registration authority
s19IA(1)	Power to form opinion that the food safety requirements or program are non-compliant.	DCP, MPA, EHC, EHO	Where Council is the registration authority
s 19IA(2)	Duty to give written notice to the proprietor of the premises	DCP, MPA, EHC, EHO	Where Council is the registration authority Note: Not required if Council has taken other appropriate action in relation to deficiencies (see s 19IA(3))
s 19M(4)(a) & (5)	Power to conduct a food safety audit and take actions where deficiencies are identified	DCP, MPA, EHC, EHO	Where Council is the registration authority
s 19N(2)	Function of receiving notice from the auditor	DCP, MPA, EHC, EHO	Where Council is the registration authority
s 19NA(1)	Power to request food safety audit reports	DCP, MPA, EHC, EHO	Where Council is the registration authority
s 19U(3)	Power to waive and vary the costs of a food safety audit if there are special circumstances	DCP, MPA, EHC, EHO	
s 19UA	Power to charge fees for conducting a food safety assessment or inspection	DCP, MPA, EHC, EHO	Except for an assessment required by a declaration under s 19C or an inspection under ss 38B(1)(c) or 39.
s 19W	Power to direct a proprietor of a food premises to comply with any requirement under Part IIIB	DCP, MPA, EHC, EHO	Where Council is the registration authority
s 19W(3)(a)	Power to direct a proprietor of a food premises to have staff at the premises undertake training or instruction	DCP, MPA, EHC, EHO	Where Council is the registration authority

FOOD ACT 1984			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 19W(3)(b)	Power to direct a proprietor of a food premises to have details of any staff training incorporated into the minimum records required to be kept or food safety program of the premises	DCP, MPA, EHC, EHO	Where Council is the registration authority
---	Power to register, or renew or transfer the registration of a food premises	DCP, MPA, EHC, EHO	Where Council is the registration authority Refusal to grant/ or renew/transfer the registration of a food premises must be ratified by Council or the CEO (see s 58A(2))
s 36A	Power to accept an application for registration or notification using online portal	DCP, MPA, EHC, EHO	Where Council is the registration authority.
s36B	Duty to pay the charge for use of online portal	DCP, MPA, EHC, EHO	Where Council is the registration authority.
s 38AA(5)	Power to (a) request further information; or (b) advise the proprietor that the premises must be registered if the premises are not exempt	DCP, MPA, EHC, EHO	Where Council is the registration authority
s 38AB(4)	Power to fix a fee for the receipt of a notification under s 38AA in accordance with a declaration under s 38AB(1)	DCP, MPA, EHC, EHO	Where Council is the registration authority
s 38A(4)	Power to request a copy of a completed food safety program template	DCP, MPA, EHC, EHO	Where Council is the registration authority
s 38B(1)(a)	Duty to assess the application and determine which class of food premises under s 19C the food premises belongs	DCP, MPA, EHC, EHO	Where Council is the registration authority
s 38B(1)(b)	Duty to ensure proprietor has complied with requirements of s 38A	DCP, MPA, EHC, EHO	Where Council is the registration authority
s 38B(2)	Duty to be satisfied of the matters in s 38B(2)(a)-(b)	DCP, MPA, EHC, EHO	Where Council is the registration authority
s 38D(1)	Duty to ensure compliance with the applicable provisions of s 38C and inspect the premises if required by s 39	DCP, MPA, EHC, EHO	Where Council is the registration authority

<u>FOOD ACT 1984</u>			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 38D(2)	Duty to be satisfied of the matters in s 38D(2)(a)-(d)	DCP, MPA, EHC, EHO	Where Council is the registration authority
s 38D(3)	Power to request copies of any audit reports	DCP, MPA, EHC, EHO	Where Council is the registration authority
s 38E(2)	Power to register the food premises on a conditional basis	DCP, MPA, EHC, EHO	Where Council is the registration authority. Not exceeding the prescribed time limit defined under s 38E(5)
s 38E(4)	Duty to register the food premises when conditions are satisfied	DCP, MPA, EHC, EHO	Where Council is the registration authority
s 38F(3)(b)	Power to require proprietor to comply with requirements of this Act	DCP, MPA, EHC, EHO	Where Council is the registration authority
s 38G(1)	Power to require notification of change of the food safety program type used for the food premises	DCP, MPA, EHC, EHO	Where Council is the registration authority.
s 38G(2)	Function of receiving notice from proprietor if there is a change of the food safety program type used for the food premises	DCP, MPA, EHC, EHO	Where Council is the registration authority
s 38G(4)	Power to require the proprietor of the food premises to comply with any requirement of the Act	DCP, MPA, EHC, EHO	Where Council is the registration authority.
39(2)	Duty to carry out an inspection of the premises during the period of registration before the registration of the food premises is renewed	DCP, MPA, EHC, EHO	Where Council is the registration authority
s 39A	Power to register, or renew the registration of a or transfer food premises despite minor defects	DCP, MPA, EHC, EHO	Where Council is the registration authority. Only if satisfied of matters in s 39A(2)(a)-(c)
s 39A (6)	Duty to comply with a direction of the Secretary	DCP, MPA, EHC, EHO	
s 40(1)	Duty to give the person in whose name the premises is to be registered a certificate of registration	DCP, MPA, EHC, EHO	Where Council is the registration authority

FOOD ACT 1984			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 40(2)	Power to incorporate the certificate of registration in one document with any certificate of registration under Part 6 of the <i>Public Health and Wellbeing Act 2008</i>	DCP, MPA, EHC, EHO	
s 40C(2)	Power to grant or renew the registration of food premises for a period of less than 1 year	DCP, MPA, EHC, EHO	Where Council is the registration authority
s 40D(1)	Power to suspend or revoke the registration of food premises	DCP, MPA, EHC, EHO	Where Council is the registration authority
s 40E	Duty to comply with direction of the Secretary	DCP, MPA, EHC, EHO	
s 40F	Power to cancel registration of food premises	DCP, MPA, EHC, EHO	Where Council is the registration authority.
s 43	Duty to maintain records of registration	DCP, MPA, EHC, EHO	Where Council is the registration authority
s 43F(6)	Duty to be satisfied that registration requirements under Division 3 have been met prior to registering, transferring or renewing registration of a component of a food business	DCP, MPA, EHC, EHO	Where Council is the registration authority
s 43F(6)	Duty to be satisfied that registration requirements under Division 3 have been met prior to registering, transferring or renewing registration of a component of a food business	DCP, MPA, EHC, EHO	Where Council is the registration authority
s 43F(7)	Power to register the components of the food business that meet requirements in Division 3 and power to refuse to register the components that do not meet the requirements	DCP, MPA, EHC, EHO	Where Council is the registration authority
s 45AC	Power to bring proceedings	DCP, MPA, EHC	
s 46(5)	Power to institute proceedings against another person where the offence was due to an act or default by that other person and where the first person charged could successfully defend a prosecution, without proceedings first being instituted against the person first charged	DCP, MPA, EHC, EHO, PRO	Where Council is the registration authority

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

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

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

PLANNING AND ENVIRONMENT ACT 1987

Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 4B	Power to prepare an amendment to the Victorian Planning Provisions	DCP, MPA, PC, SPC, SP	If authorised by the Minister
s 4G	Function of receiving prescribed documents and a copy of the Victorian Planning Provisions from the Minister	DCP, MPA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP	
s 4H	Duty to make amendment to Victorian Planning Provisions available in accordance with public availability requirements	DCP, MPA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP	
s 4I	Duty to keep Victorian Planning Provisions and other documents available in accordance with public availability requirements	DCP, MPA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP	
s 8A(2)	Power to prepare amendment to the planning scheme where the Minister has given consent under s 8A	DCP, MPA, PC, SPC, SP	
s 8A(3)	Power to apply to Minister to prepare an amendment to the planning scheme	DCP, MPA, PC, SPC, SP	
s 8A(5)	Function of receiving notice of the Minister's decision	DCP, MPA, PC, SPC, SP	
s 8A(7)	Power to prepare the amendment specified in the application without the Minister's authorisation if no response received after 10 business days	DCP, MPA, PC, SPC, SP	
s 8B(2)	Power to apply to the Minister for authorisation to prepare an amendment to the planning scheme of an adjoining municipal district	DCP, MPA, PC, SPC, SP	
s 12(3)	Power to carry out studies and do things to ensure proper use of land and consult with other persons to ensure co-ordination of planning scheme with these persons	CEO, DCP, MPA, PC, SPC, SP	

PLANNING AND ENVIRONMENT ACT 1987

Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 12B(1)	Duty to review planning scheme	CEO, DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 12B(2)	Duty to review planning scheme at direction of Minister	CEO, DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 12B(5)	Duty to report findings of review of planning scheme to Minister without delay	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 14	duties of a Responsible Authority as set out in s 14(a) to (d)	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 17(1)	Duty of giving copy amendment to the planning scheme	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 17(2)	Duty of giving copy s 173 agreement	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 17(3)	Duty of giving copy amendment, explanatory report and relevant documents to the Minister within 10 business days	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 18	Duty to make amendment etc. available in accordance with public availability requirements	DCP, MPA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP	
s 19	Power to give notice, to decide not to give notice, to publish notice of amendment to a planning scheme and to exercise any other power under s 19 to a planning scheme	DCP, MPA, PC, SPC, SP, POS, PO, CPC	

PLANNING AND ENVIRONMENT ACT 1987

Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 19	Function of receiving notice of preparation of an amendment to a planning scheme	DCP, MPA, PC, SPC, SP, POS, PO, CPC	Where Council is not the planning authority and the amendment affects land within Council's municipal district; or Where the amendment will amend the planning scheme to designate Council as an acquiring authority.
s 20(1)	Power to apply to Minister for exemption from the requirements of s 19	DCP, MPA, PC, SPC, SP, POS, PO, CPC	Where Council is a planning authority
s 21(2)	Duty to make submissions available in accordance with public availability requirements	DCP, MPA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP	
s 21A(4)	Duty to publish notice	DCP, MPA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP	
s 22	Duty to consider all submissions	DCP, MPA, PC, SPC, SP, POS, PO, CPC	Except submissions which request a change to the items in s 22(5)(a) and (b)
s 23(1)(b)	Duty to refer submissions which request a change to the amendment to a panel	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 23(2)	Power to refer to a panel submissions which do not require a change to the amendment	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 24	Function to represent Council and present a submission at a panel hearing (including a hearing referred to in s 96D)	DCP, MPA, PC, SPC, SP, POS, PO, CPC	

PLANNING AND ENVIRONMENT ACT 1987

Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 26(1)	Power to make report available for inspection in accordance with the requirements set out in s197B of the Act	DCP, MPA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP	
s 26(2)	Duty to keep report of panel available in accordance with public availability requirements	DCP, MPA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP	
s 27(2)	Power to apply for exemption if panel's report not received	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 28(1)	Duty to notify the Minister if abandoning an amendment	DCP, MPA, PC, SPC, SP, POS, PO, CPC	Note: the power to make a decision to abandon an amendment cannot be delegated
s 28(2)	Duty to publish notice of the decision on Internet site	DCP, MPA, PC, POS, PO, AOSLL, AOP	
s 28(4)	Duty to make notice of the decision available on Council's Internet site for a period of at least 2 months	DCP, MPA, PC, POS, PO, AOSLL, AOP	
s 30(4)(a)	Duty to say if amendment has lapsed	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 30(4)(b)	Duty to provide information in writing upon request	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 32(2)	Duty to give more notice if required	DCP, MPA, PC, SPC, SP, POS, PO, CPC	

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 33(1)	Duty to give more notice of changes to an amendment	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 36(2)	Duty to give notice of approval of amendment	DCP, MPA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP	
s 38(5)	Duty to give notice of revocation of an amendment	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 39	Function of being a party to a proceeding commenced under s 39 and duty to comply with determination by VCAT	DCP, MPA, PC, SPC, SP	
s 40(1)	Function of lodging copy of approved amendment	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 41(1)	Duty to make a copy of an approved amendment available in accordance with the public availability requirements during inspection period	DCP, MPA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP	
s 41(2)	Duty to make a copy of an approved amendment and any documents lodged with it available in person in accordance with the requirements set out in s 197B of the Act after the inspection period ends	DCP, MPA, PC, SPC, SP, AOSLL, AOP	
s 42(2)	Duty to make copy of planning scheme available in accordance with the public availability requirements	DCP, MPA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP	

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 46AAA	Duty to prepare an amendment to a planning scheme that relates to Yarra River land that is not inconsistent with anything in a Yarra Strategic Plan which is expressed to be binding on the responsible public entity	not delegated	Where Council is a responsible public entity and is a planning authority. Note: this provision is not yet in force, and will commence on the day on which the initial Yarra Strategic Plan comes into operation. It will affect a limited number of councils - <i>and does not affect Alpine Shire Council.</i>
s 46AW	Function of being consulted by the Minister	DCP, MPA, SPC, PC	Where Council is a responsible public entity
s 46AX	Function of receiving a draft Statement of Planning Policy and written direction in relation to the endorsement of the draft Statement of Planning Policy. Power to endorse the draft Statement of Planning Policy	DCP, MPA, SPC, PC	Where Council is a responsible public entity
s 46AZC(2)	Duty not to prepare an amendment to a declared area planning scheme that is inconsistent with a Statement of Planning Policy for the declared area that is expressed to be binding on the responsible public entity	DCP, MPA, SPC, PC	Where Council is a responsible public entity
s 46AZK	Duty not to act inconsistently with any provision of the Statement of Planning Policy that is expressed to be binding on the public entity when performing a function or duty or exercising a power in relation to the declared area	DCP, MPA, SPC, PC	Where Council is a responsible public entity

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 46GI(2)(b)(i)	Power to agree to a lower rate of standard levy for a class of development of a particular type of land than the rate specified in a Minister's direction	not delegated	Where Council is the planning authority, the municipal Council of the municipal district in which the land is located and/or the development agency. <i>There are no Development Contribution Plans incorporated in the Alpine Planning Scheme. Currently, Infrastructure Contribution Plans only apply to the Metropolitan Greenfield Growth Area surrounding Melbourne. Therefore, no delegations are made regarding these provisions for Alpine Shire Council</i>
s 46GJ(1)	Function of receiving written directions from the Minister in relation to the preparation and content of infrastructure contributions plans	not delegated	
s 46GK	Duty to comply with a Minister's direction that applies to Council as the planning authority	not delegated	
s 46GN(1)	Duty to arrange for estimates of values of inner public purpose land	not delegated	
s 46GO(1)	Duty to give notice to owners of certain inner public purpose land	not delegated	
s 46GP	Function of receiving a notice under s 46GO	not delegated	Where Council is the collecting agency
s 46GQ	Function of receiving a submission from an affected owner who objects to the estimated value per hectare (or other appropriate unit of measurement) of the inner public purpose land	not delegated	
s 46GR(1)	Duty to consider every submission that is made by the closing date for submissions included in the notice under s 46GO	not delegated	
s 46GR(2)	Power to consider a late submission. Duty to consider a late submission if directed to do so by the Minister	not delegated	
s 46GS(1)	Power to accept or reject the estimate of the value of the inner public purpose land in a submission made under s 46GQ	not delegated	

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

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

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

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 46GZ(9)	Function of receiving the fee simple in the land	not delegated	Where Council is the development agency under an approved infrastructure contributions plan. This duty does not apply where Council is also the collecting agency
s 46GZA(1)	Duty to keep proper and separate accounts and records	not delegated	Where Council is a development agency under an approved infrastructure contributions plan
s 46GZA(2)	Duty to keep the accounts and records in accordance with the <i>Local Government Act 2020</i>	not delegated	Where Council is a development agency under an approved infrastructure contributions plan
s 46GZB(3)	Duty to follow the steps set out in s 46GZB(3)(a) – (c)	not delegated	Where Council is a development agency under an approved infrastructure contributions plan
s 46GZB(4)	Duty, in accordance with requirements of the VPA, to report on the use of the infrastructure contribution in the development agency's annual report and provide reports on the use of the infrastructure contribution to the VPA	not delegated	If the VPA is the collecting agency under an approved infrastructure contributions plan. Where Council is a development agency under an approved infrastructure contributions plan
s 46GZD(2)	Duty, within 6 months after the date on which the approved infrastructure contributions plan expires, to follow the steps set out in s 46GZD(2)(a) and (b)	not delegated	Where Council is the development agency under an approved infrastructure contributions plan.
s 46GZD(3)	Duty to follow the steps set out in s 46GZD(3)(a) and (b)	not delegated	Where Council is the collecting agency under an approved infrastructure contributions plan.
s 46GZD(5)	Duty to make payments under s 46GZD(3) in accordance with ss 46GZD(5)(a) and 46GZD(5)(b)	not delegated	Where Council is the collecting agency under an approved infrastructure contributions plan

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 46GZE(2)	Duty to forward the land equalisation amount back to the collecting agency within 6 months after the expiry date if any part of a land equalisation amount paid or forwarded to a development agency for acquiring outer public purpose land has not been expended by the development agency to acquire that land at the date on which the approved infrastructure contributions plan expires	not delegated	Where Council is the development agency under an approved infrastructure contributions plan. This duty does not apply where Council is also the collecting agency
s 46GZE(2)	Function of receiving the unexpended land equalisation amount	not delegated	Where Council is the collecting agency under an approved infrastructure contributions plan. This duty does not apply where Council is also the development agency
s 46GZE(3)	Duty, within 12 months after the date on which the approved infrastructure contributions plan expires, to follow the steps set out in s 46GZE(3)(a) and (b)	not delegated	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZF(2)	Duty, within 12 months after the date on which the approved infrastructure contributions plan expires, to use the public purpose land for a public purpose approved by the Minister or sell the public purpose land	not delegated	Where Council is the development agency under an approved infrastructure contributions plan
s 46GZF(3)	Duty, if land is sold under s 46GZF(2)(b), to follow the steps in s 46GZF(3)(a) and (b)	not delegated	Where Council is the development agency under an approved infrastructure contributions plan
s 46GZF(3)	s 46GZF(3)(a) function of receiving proceeds of sale	not delegated	Where Council is the collection agency under an approved infrastructure contributions plan. This provision does not apply where Council is also the development agency
s 46GZF(4)	Duty to divide the proceeds of the public purpose land among the current owners of each parcel of land in the ICP plan area and pay each current owner a portion of the proceeds in accordance with s 46GZF(5)	not delegated	Where Council is the collecting agency under an approved infrastructure contributions plan

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 46GZF(6)	Duty to make the payments under s 46GZF(4) in accordance with s 46GZF(6)(a) and (b)	not delegated	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZH	Power to recover the monetary component, or any land equalisation amount of the land component, payable under Part 3AB as a debt in any court of competent jurisdiction	not delegated	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZI	Duty to prepare and give a report to the Minister at the times required by the Minister	not delegated	Where Council is a collecting agency or development agency
s 46GZK	Power to deal with public purpose land which has vested in, been acquired by, or transferred to, Council	not delegated	Where Council is a collecting agency or development agency
s 46LB(3)	Duty to publish, on Council's Internet site, the payable dwelling amount for a financial year on or before 1 July of each financial year for which the amount is adjusted under s 46LB (2)	not delegated	
s 46N(1)	Duty to include condition in permit regarding payment of development infrastructure levy	not delegated	
s 46N(2)(c)	Function of determining time and manner for receipt of development contributions levy	not delegated	
s 46N(2)(d)	Power to enter into an agreement with the applicant regarding payment of development infrastructure levy	not delegated	
s 46O(1)(a) & (2)(a)	Power to ensure that community infrastructure levy is paid, or agreement is in place, prior to issuing building permit	not delegated	
s 46O(1)(d) & (2)(d)	Power to enter into agreement with the applicant regarding payment of community infrastructure levy	not delegated	
s 46P(1)	Power to require payment of amount of levy under s 46N or s 46O to be satisfactorily secured	not delegated	

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 46P(2)	Power to accept provision of land, works, services or facilities in part or full payment of levy payable	not delegated	
s 46Q(1)	Duty to keep proper accounts of levies paid	not delegated	
s 46Q(1A)	Duty to forward to development agency part of levy imposed for carrying out works, services, or facilities on behalf of development agency or plan preparation costs incurred by a development agency	not delegated	
s 46Q(2)	Duty to apply levy only for a purpose relating to the provision of plan preparation costs or the works, services and facilities in respect of which the levy was paid etc	not delegated	
s 46Q(3)	Power to refund any amount of levy paid if it is satisfied the development is not to proceed	not delegated	Only applies when levy is paid to Council as a 'development agency'
s 46Q(4)(c)	Duty to pay amount to current owners of land in the area if an amount of levy has been paid to a municipal Council as a development agency for plan preparation costs incurred by the Council or for the provision by the Council of works, services or facilities in an area under s 46Q(4)(a)	not delegated	Must be done within six months of the end of the period required by the development contributions plan and with the consent of, and in the manner approved by, the Minister.
s 46Q(4)(d)	Duty to submit to the Minister an amendment to the approved development contributions plan	not delegated	Must be done in accordance with Part 3
s 46Q(4)(e)	Duty to expend that amount on other works etc.	not delegated	With the consent of, and in the manner approved by, the Minister
s 46QC	Power to recover any amount of levy payable under Part 3B	not delegated	
s 46QD	Duty to prepare report and give a report to the Minister	not delegated	Where Council is a collecting agency or development agency.
s 46V(3)	Duty to make a copy of the approved strategy plan (being the Melbourne Airport Environs Strategy Plan) and any documents lodged with it available	not delegated	<i>Does not apply to Alpine Shire Council</i>
s 46Y	Duty to carry out works in conformity with the approved strategy plan	not delegated	<i>Does not apply to Alpine Shire Council</i>
s 47	Power to decide that an application for a planning permit does not comply with that Act	DCP, MPA, PC, SPC, SP, POS, PO, CPC	

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 49(1)	Duty to keep a register of all applications for permits and determinations relating to permits	DCP, MPA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP	
s 49(2)	Duty to make register available for inspection in accordance with the public availability requirements	DCP, MPA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP	
s 50(4)	Duty to amend application	DCP, MPA, MPAA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP, AOBEL	
s 50(5)	Power to refuse to amend application	DCP, MPA, PC, SPC, SP, CPC	
s 50(6)	Duty to make note of amendment to application in register	DCP, MPA, MPAA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP, AOBEL	
s 50A(1)	Power to make amendment to application	DCP, MPA, MPAA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP, AOBEL	

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 50A(3)	Power to require applicant to notify owner and make a declaration that notice has been given	DCP, MPA, MPAA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP, AOBEL	
s 50A(4)	Duty to note amendment to application in register	DCP, MPA, MPAA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP, AOBEL	
s 51	Duty to make copy of application available for inspection in accordance with the public availability requirements	DCP, MPA, MPAA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP, AOBEL	
s 52(1)(a)	Duty to give notice of the application to owners/occupiers of adjoining allotments unless satisfied that the grant of permit would not cause material detriment to any person	DCP, MPA, MPAA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP, AOBEL	
s 52(1)(b)	Duty to give notice of the application to other municipal Council where appropriate	DCP, MPA, MPAA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP, AOBEL	

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 52(1)(c)	Duty to give notice of the application to all persons required by the planning scheme	DCP, MPA, MPAA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP, AOBEL	
s 52(1)(ca)	Duty to give notice of the application to owners and occupiers of land benefited by a registered restrictive covenant if may result in breach of covenant	DCP, MPA, MPAA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP, AOBEL	
s 52(1)(cb)	Duty to give notice of the application to owners and occupiers of land benefited by a registered restrictive covenant if application is to remove or vary the covenant	DCP, MPA, MPAA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP, AOBEL	
s 52(1)(d)	Duty to give notice of the application to other persons who may be detrimentally effected	DCP, MPA, MPAA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP, AOBEL	
s 52(1AA)	Duty to give notice of an application to remove or vary a registered restrictive covenant	DCP, MPA, MPAA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP, AOBEL	

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 52(3)	Power to give any further notice of an application where appropriate	DCP, MPA, MPAA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP, AOBEL	
s 53(1)	Power to require the applicant to give notice under s 52(1) to persons specified by it	DCP, MPA, MPAA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP, AOBEL	
s 53(1A)	Power to require the applicant to give the notice under s 52(1AA)	DCP, MPA, MPAA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP, AOBEL	
s 54(1)	Power to require the applicant to provide more information	DCP, MPA, MPAA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP, AOBEL	
s 54(1A)	Duty to give notice in writing of information required under s 54(1)	DCP, MPA, MPAA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP, AOBEL	

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 54(1B)	Duty to specify the lapse date for an application	DCP, MPA, MPAA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP, AOBEL	
s 54A(3)	Power to decide to extend time or refuse to extend time to give required information	DCP, MPA, MPAA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP, AOBEL	
s 54A(4)	Duty to give written notice of decision to extend or refuse to extend time und s 54A(3)	DCP, MPA, MPAA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP, AOBEL	
s 55(1)	Duty to give copy application, together with the prescribed information, to every referral authority specified in the planning scheme	DCP, MPA, MPAA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP, AOBEL	
s 57(2A)	Power to reject objections considered made primarily for commercial advantage for the objector	DCP, MPA	
s 57(3)	Function of receiving name and address of persons to whom notice of decision is to go	DCP, MPA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP	

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 57(5)	Duty to make a copy of all objections available in accordance with the public availability requirements	DCP, MPA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP	
s 57A(4)	Duty to amend application in accordance with applicant's request, subject to s 57A(5)	DCP, MPA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP	
s 57A(5)	Power to refuse to amend application	DCP, MPA, PC, SPC, SP, CPC	
64	Duty to note amendments to application in register	DCP, MPA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP	
s 57B(1)	Duty to determine whether and to whom notice should be given	DCP, MPA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP	
s 57B(2)	Duty to consider certain matters in determining whether notice should be given	DCP, MPA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP	
s 57C(1)	Duty to give copy of amended application to referral authority	DCP, MPA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP	
s 58	Duty to consider every application for a permit	DCP, MPA, PC, SPC, SP, POS, PO, CPC	

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 58A	Power to request advice from the Planning Application Committee	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 60	Duty to consider certain matters	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 60(1A)	Duty to consider certain matters	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 60(1B)	Duty to consider number of objectors in considering whether use or development may have significant social effect	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 61(1)	Power to determine permit application, either to decide to grant a permit, to decide to grant a permit with conditions or to refuse a permit application	DCP, MPA, PC, SPC, SP, POS, PO, CPC	The permit must not be inconsistent with a cultural heritage management plan under the <i>Aboriginal Heritage Act 2006</i>
s 61(2)	Duty to decide to refuse to grant a permit if a relevant determining referral authority objects to grant of permit	DCP, MPA, PC, CPC, PO	
s 61(2A)	Power to decide to refuse to grant a permit if a relevant recommending referral authority objects to the grant of permit	DCP, MPA, PC, CPC, PO	
s 61(3)(a)	Duty not to decide to grant a permit to use coastal Crown land without Minister's consent	not delegated	
s 61(3)(b)	Duty to refuse to grant the permit without the Minister's consent	not delegated	
s 61(4)	Duty to refuse to grant the permit if grant would authorise a breach of a registered restrictive covenant	DCP, MPA, PC, CPC	
s 62(1)	Duty to include certain conditions in deciding to grant a permit	DCP, MPA, PC, CPC, POS, PO, SPC, SP	

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 62(2)	Power to include other conditions	DCP, MPA, PC, CPC, POS, PO, SPC, SP	
s 62(4)	Duty to ensure conditions are consistent with paragraphs (a),(b) and (c)	DCP, MPA, PC, CPC, POS, PO, SPC, SP	
s 62(5)(a)	Power to include a permit condition to implement an approved development contributions plan or an approved infrastructure contributions plan	DCP, MPA, PC, CPC, POS, PO, SPC, SP	
s 62(5)(b)	Power to include a permit condition that specified works be provided on or to the land or paid for in accordance with s 173 agreement	DCP, MPA, PC, CPC, POS, PO, SPC, SP	
s 62(5)(c)	Power to include a permit condition that specified works be provided or paid for by the applicant	DCP, MPA, PC, CPC, POS, PO, SPC, SP	
s 62(6)(a)	Duty not to include a permit condition requiring a person to pay an amount for or provide works except in accordance with ss 46N(1), 46GV(7) or 62(5)	DCP, MPA, PC, CPC, POS, PO, SPC, SP	
s 62(6)(b)	Duty not to include a permit condition requiring a person to pay an amount for or provide works except a condition that a planning scheme requires to be included as referred to in s 62(1)(a)	DCP, MPA, PC, CPC, POS, PO, SPC, SP	
s 63	Duty to issue the permit where made a decision in favour of the application (if no one has objected)	DCP, MPA, PC, CPC, POS, PO, SPC, SP	

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 64(1)	Duty to give notice of decision to grant a permit to applicant and objectors	DCP, MPA, PC, CPC, POS, PO, SPC, SP	This provision applies also to a decision to grant an amendment to a permit - see s 75 <i>Where there are objections, the decision regarding the permit is presented to a Council meeting.</i>
s 64(3)	Duty not to issue a permit until after the specified period	DCP, MPA, PC, CPC, POS, PO, SPC, SP	This provision applies also to a decision to grant an amendment to a permit - see s 75
s 64(5)	Duty to give each objector a copy of an exempt decision	DCP, MPA, PC, CPC, POS, PO, SPC, SP	This provision applies also to a decision to grant an amendment to a permit - see s 75
s 64A	Duty not to issue permit until the end of a period when an application for review may be lodged with VCAT or until VCAT has determined the application, if a relevant recommending referral authority has objected to the grant of a permit	DCP, MPA, PC, CPC, POS, PO, CPC, SPC, SP	This provision applies also to a decision to grant an amendment to a permit - see s 75A
s 65(1)	Duty to give notice of refusal to grant permit to applicant and person who objected under s 57	DCP, MPA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP	
s 66(1)	Duty to give notice under s 64 or s 65 and copy permit to relevant determining referral authorities	DCP, MPA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP	
s 66(2)	Duty to give a recommending referral authority notice of its decision to grant a permit	DCP, MPA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP	If the recommending referral authority objected to the grant of the permit or the responsible authority decided not to include a condition on the permit recommended by the recommending referral authority

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 66(4)	Duty to give a recommending referral authority notice of its decision to refuse a permit	DCP, MPA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP	If the recommending referral authority objected to the grant of the permit or the recommending referral authority recommended that a permit condition be included on the permit
s 66(6)	Duty to give a recommending referral authority a copy of any permit which Council decides to grant and a copy of any notice given under s 64 or 65	DCP, MPA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP	If the recommending referral authority did not object to the grant of the permit or the recommending referral authority did not recommend a condition be included on the permit
s 69(1)	Function of receiving application for extension of time of permit	DCP, MPA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP	
s 69(1A)	Function of receiving application for extension of time to complete development	DCP, MPA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP	
s 69(2)	Power to extend time	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 70	Duty to make copy permit available in accordance with public availability requirements	DCP, MPA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP	
s 71(1)	Power to correct certain mistakes	DCP, MPA, PC, SPC, SP, POS, PO, CPC	

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 71(2)	Duty to note corrections in register	DCP, MPA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP	
s 73	Power to decide to grant amendment subject to conditions	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 74	Duty to issue amended permit to applicant if no objectors	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 76	Duty to give applicant and objectors notice of decision to refuse to grant amendment to permit	DCP, MPA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP	
s 76A(1)	Duty to give relevant determining referral authorities copy of amended permit and copy of notice	DCP, MPA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP	
s 76A(2)	Duty to give a recommending referral authority notice of its decision to grant an amendment to a permit	DCP, MPA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP	If the recommending referral authority objected to the amendment of the permit or the responsible authority decided not to include a condition on the amended permit recommended by the recommending referral authority
s 76A(4)	Duty to give a recommending referral authority notice of its decision to refuse a permit	DCP, MPA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP	If the recommending referral authority objected to the amendment of the permit or the recommending referral authority recommended that a permit condition be included on the amended permit

PLANNING AND ENVIRONMENT ACT 1987

Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 76A(6)	Duty to give a recommending referral authority a copy of any amended permit which Council decides to grant and a copy of any notice given under s 64 or 76	DCP, MPA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP	If the recommending referral authority did not object to the amendment of the permit or the recommending referral authority did not recommend a condition be included on the amended permit
s 76D	Duty to comply with direction of Minister to issue amended permit	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 83	Function of being respondent to an appeal	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 83B	Duty to give or publish notice of application for review	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 84(1)	Power to decide on an application at any time after an appeal is lodged against failure to grant a permit	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 84(2)	Duty not to issue a permit or notice of decision or refusal after an application is made for review of a failure to grant a permit	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 84(3)	Duty to tell principal registrar if decide to grant a permit after an application is made for review of its failure to grant a permit	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 84(6)	Duty to issue permit on receipt of advice within 3 working days	DCP, MPA, PC, SPC, SP, POS, PO, CPC	

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 84AB	Power to agree to confining a review by the Tribunal	not delegated	
s 86	Duty to issue a permit at order of Tribunal within 3 working days	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 87(3)	Power to apply to VCAT for the cancellation or amendment of a permit	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 90(1)	Function of being heard at hearing of request for cancellation or amendment of a permit	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 91(2)	Duty to comply with the directions of VCAT	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 91(2A)	Duty to issue amended permit to owner if Tribunal so directs	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 92	Duty to give notice of cancellation/amendment of permit by VCAT to persons entitled to be heard under s 90	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 93(2)	Duty to give notice of VCAT order to stop development	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 95(3)	Function of referring certain applications to the Minister	DCP, MPA, PC, SPC, SP, POS, PO, CPC	

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 95(4)	Duty to comply with an order or direction	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 96(1)	Duty to obtain a permit from the Minister to use and develop its land	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 96(2)	Function of giving consent to other persons to apply to the Minister for a permit to use and develop Council land	CEO, DCP, MPA	
s 96A(2)	Power to agree to consider an application for permit concurrently with preparation of proposed amendment	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 96C	Power to give notice, to decide not to give notice, to publish notice and to exercise any other power under s 96C	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 96F	Duty to consider the panel's report under s 96E	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 96G(1)	Power to determine to recommend that a permit be granted or to refuse to recommend that a permit be granted and power to notify applicant of the determination (including power to give notice under s 23 of the <i>Planning and Environment (Planning Schemes) Act 1996</i>)	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 96H(3)	Power to give notice in compliance with Minister's direction	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 96J	Power to issue permit as directed by the Minister	DCP, MPA, PC, SPC, SP, POS, PO, CPC	

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 96K	Duty to comply with direction of the Minister to give notice of refusal	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 96Z	Duty to keep levy certificates given to it under ss 47 or 96A for no less than 5 years from receipt of the certificate	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 97C	Power to request Minister to decide the application	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 97D(1)	Duty to comply with directions of Minister to supply any document or assistance relating to application	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 97G(3)	Function of receiving from Minister copy of notice of refusal to grant permit or copy of any permit granted by the Minister	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 97G(6)	Duty to make a copy of permits issued under s 97F available in accordance with public availability requirements	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 97L	Duty to include Ministerial decisions in a register kept under s 49	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 97MH	Duty to provide information or assistance to the Planning Application Committee	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 97MI	Duty to contribute to the costs of the Planning Application Committee or subcommittee	DCP, MPA, PC, SPC, SP, POS, PO, CPC	

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 97O	Duty to consider application and issue or refuse to issue certificate of compliance	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 97P(3)	Duty to comply with directions of VCAT following an application for review of a failure or refusal to issue a certificate	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 97Q(2)	Function of being heard by VCAT at hearing of request for amendment or cancellation of certificate	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 97Q(4)	Duty to comply with directions of VCAT	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 97R	Duty to keep register of all applications for certificate of compliance and related decisions	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 98(1)&(2)	Function of receiving claim for compensation in certain circumstances	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 98(4)	Duty to inform any person of the name of the person from whom compensation can be claimed	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 101	Function of receiving claim for expenses in conjunction with claim	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 103	Power to reject a claim for compensation in certain circumstances	DCP, MPA, PC, SPC, SP, POS, PO, CPC	

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 107(1)	Function of receiving claim for compensation	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 107(3)	Power to agree to extend time for making claim	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 113(2)	Power to request a declaration for land to be proposed to be reserved for public purposes	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 114(1)	Power to apply to the VCAT for an enforcement order	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 117(1)(a)	Function of making a submission to the VCAT where objections are received	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 120(1)	Power to apply for an interim enforcement order where s 114 application has been made	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 123(1)	Power to carry out work required by enforcement order and recover costs	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 123(2)	Power to sell buildings, materials, etc salvaged in carrying out work under s 123(1)	DCP, MPA, PC, SPC, SP, POS, PO, CPC	Except Crown Land
s 129	Function of recovering penalties	DCP, MPA, PC, SPC, SP, POS, PO, CPC	

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 130(5)	Power to allow person served with an infringement notice further time	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 149A(1)	Power to refer a matter to the VCAT for determination	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 149A(1A)	Power to apply to VCAT for the determination of a matter relating to the interpretation of a s 173 agreement	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 156	Duty to pay fees and allowances (including a payment to the Crown under s 156(2A)), and payment or reimbursement for reasonable costs and expenses incurred by the panel in carrying out its functions unless the Minister directs otherwise under s 156(2B) power to ask for contribution under s 156(3) and power to abandon amendment or part of it under s 156(4)	DCP, MPA, PC, SPC, SP, POS, PO, CPC	Where Council is the relevant planning authority
s 171(2)(f)	Power to carry out studies and commission reports	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 171(2)(g)	Power to grant and reserve easements	CEO, DCP, MPA	
s 172C	Power to compulsorily acquire any outer public purpose land that is specified in the approved infrastructure contributions plan	not delegated	Where Council is a development agency specified in an approved infrastructure contributions plan <i>As previously stated, ICPs do not apply to Alpine Shire Council.</i>
s 172D(1)	Power to compulsorily acquire any inner public purpose land that is specified in the plan before the time that the land is required to be provided to Council under s 46GV(4)	not delegated	Where Council is a collecting agency specified in an approved infrastructure contributions plan
s 172D(2)	Power to compulsorily acquire any inner public purpose land, the use and development of which is to be the responsibility of Council under the plan, before the time that the land is required to be provided under s 46GV(4)	not delegated	Where Council is the development agency specified in an approved infrastructure contributions plan

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 173(1)	Power to enter into agreement covering matters set out in s 174	CEO	
s 173(1A)	Power to enter into an agreement with an owner of land for the development or provision of land in relation to affordable housing	not delegated	Where Council is the relevant responsible authority
---	Power to decide whether something is to the satisfaction of Council, where an agreement made under s 173 of the <i>Planning and Environment Act 1987</i> requires something to be to the satisfaction of Council or Responsible Authority	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
---	Power to give consent on behalf of Council, where an agreement made under s 173 of the <i>Planning and Environment Act 1987</i> requires that something may not be done without the consent of Council or Responsible Authority	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 177(2)	Power to end a s 173 agreement with the agreement of all those bound by any covenant in the agreement or otherwise in accordance with Division 2 of Part 9	DCP, MPA	
s 178	Power to amend a s 173 agreement with the agreement of all those bound by any covenant in the agreement or otherwise in accordance with Division 2 of Part 9	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 178A(1)	Function of receiving application to amend or end an agreement	DCP, MPA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP	
s 178A(3)	Function of notifying the owner as to whether it agrees in principle to the proposal under s 178A(1)	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 178A(4)	Function of notifying the applicant and the owner as to whether it agrees in principle to the proposal	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 178A(5)	Power to propose to amend or end an agreement	DCP, MPA, PC, SPC, SP, POS, PO, CPC	

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 178B(1)	Duty to consider certain matters when considering proposal to amend an agreement	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 178B(2)	Duty to consider certain matters when considering proposal to end an agreement	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 178C(2)	Duty to give notice of the proposal to all parties to the agreement and other persons who may be detrimentally affected by decision to amend or end	DCP, MPA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP	
s 178C(4)	Function of determining how to give notice under s 178C(2)	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 178E(1)	Duty not to make decision until after 14 days after notice has been given	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 178E(2)(a)	Power to amend or end the agreement in accordance with the proposal	DCP, MPA, PC, SPC, SP, POS, PO, CPC	If no objections are made under s 178D. Must consider matters in s 178B
s 178E(2)(b)	Power to amend or end the agreement in a manner that is not substantively different from the proposal	DCP, MPA, PC, SPC, SP, POS, PO, CPC	If no objections are made under s 178D. Must consider matters in s 178B
s 178E(2)(c)	Power to refuse to amend or end the agreement	DCP, MPA, PC, SPC, SP, POS, PO, CPC	If no objections are made under s 178D. Must consider matters in s 178B
s 178E(3)(a)	Power to amend or end the agreement in accordance with the proposal	DCP, MPA, PC, SPC, SP, POS, PO, CPC	After considering objections, submissions and matters in s 178B.

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 178E(3)(b)	Power to amend or end the agreement in a manner that is not substantively different from the proposal	DCP, MPA, PC, SPC, SP, POS, PO, CPC	After considering objections, submissions and matters in s 178B
s 178E(3)(c)	Power to amend or end the agreement in a manner that is substantively different from the proposal	DCP, MPA, PC, SPC, SP, POS, PO, CPC	After considering objections, submissions and matters in s 178B
s 178E(3)(d)	Power to refuse to amend or end the agreement	DCP, MPA, PC, SPC, SP, POS, PO, CPC	After considering objections, submissions and matters in s 178B
s 178F(1)	Duty to give notice of its decision under s 178E(3)(a) or (b)	DCP, MPA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP	
s 178F(2)	Duty to give notice of its decision under s 178E(2)(c) or (3)(d)	DCP, MPA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP	
s 178F(4)	Duty not to proceed to amend or end an agreement under s 178E until at least 21 days after notice has been given or until an application for review to the Tribunal has been determined or withdrawn	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 178G	Duty to sign amended agreement and give copy to each other party to the agreement	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 178H	Power to require a person who applies to amend or end an agreement to pay the costs of giving notices and preparing the amended agreement	DCP, MPA, PC, SPC, SP, POS, PO, CPC	

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 178I(3)	Duty to notify, in writing, each party to the agreement of the ending of the agreement relating to Crown land	DCP, MPA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP	
s 179(2)	Duty to make a copy of each agreement available in accordance with the public availability requirements	DCP, MPA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP	
s 181	Duty to apply to the Registrar of Titles to record the agreement and to deliver a memorial to Registrar-General	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 181(1A)(a)	Power to apply to the Registrar of Titles to record the agreement	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 181(1A)(b)	Duty to apply to the Registrar of Titles, without delay, to record the agreement	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 182	Power to enforce an agreement	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 183	Duty to tell Registrar of Titles of ending/amendment of agreement	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 184F(1)	Power to decide to amend or end an agreement at any time after an application for review of the failure of Council to make a decision	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 184F(2)	Duty not to amend or end the agreement or give notice of the decision after an application is made to VCAT for review of a failure to amend or end an agreement	DCP, MPA, PC, SPC, SP, POS, PO, CPC	

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 184F(3)	Duty to inform the principal registrar if the responsible authority decides to amend or end an agreement after an application is made for the review of its failure to end or amend the agreement	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 184F(5)	Function of receiving advice from the principal registrar that the agreement may be amended or ended in accordance with Council's decision	DCP, MPA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP	
s 184G(2)	Duty to comply with a direction of the Tribunal	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 184G(3)	Duty to give notice as directed by the Tribunal	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 198(1)	Function to receive application for planning certificate	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 199(1)	Duty to give planning certificate to applicant	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 201(1)	Function of receiving application for declaration of underlying zoning	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 201(3)	Duty to make declaration	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
-	Power to decide, in relation to any planning scheme or permit, that a specified thing has or has not been done to the satisfaction of Council	DCP, MPA, PC, SPC, SP, POS, PO, CPC	

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
	Power, in relation to any planning scheme or permit, to consent or refuse to consent to any matter which requires the consent or approval of Council	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
	Power to approve any plan or any amendment to a plan or other document in accordance with a provision of a planning scheme or condition in a permit	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
-	Power to give written authorisation in accordance with a provision of a planning scheme	DCP, MPA, PC, SPC, SP, POS, PO, CPC	
s 201UAB(1)	Function of providing the Victoria Planning Authority with information relating to any land within municipal district	DCP, MPA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP	
s 201UAB(2)	Duty to provide the Victoria Planning Authority with information requested under s 201UAB(1) as soon as possible	DCP, MPA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP	

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS AND LIMITATIONS
r 6	Function of receiving notice, under s 19(1)(c) of the Act, from a planning authority of its preparation of an amendment to a planning scheme	DCP, MPA, PC, SPC, SP, POS, PO, AOSLL, AOP	Where Council is not the planning authority and the amendment affects land within its municipal district; or Where the amendment will amend the planning scheme to designate Council as an acquiring authority.
r 21	Power of responsible authority to require a permit applicant to verify information (by statutory declaration or other written confirmation satisfactory to the responsible authority) in an application for a permit or to amend a permit or any information provided under s 54 of the Act	DCP, MPA, PC, SPC, SP, POS, PO, CPC, AOSLL, AOP	
r 25(a)	Duty to make copy of matter considered under s 60(1A)(g) available for inspection free of charge	DCP, MPA, PC, SPC, SP, POS, PO, AOSLL,	Where Council is the responsible authority
r 25(b))	Function of receiving a copy of any document considered under s 60(1A)(g) by the responsible authority and duty to make the document available for inspection free of charge	DCP, MPA, PC, SPC, SP, POS, PO, AOSLL, AOP	Where Council is not the responsible authority but the relevant land is within Council's municipal district
r 42	Function of receiving notice under s 96C(1)(c) of the Act from a planning authority of its preparation of a combined application for an amendment to a planning scheme and notice of a permit application	DCP, MPA, PC, SPC, SP, POS, PO, AOSLL, AOP	Where Council is not the planning authority and the amendment affects land within Council's municipal district; or Where the amendment will amend the planning scheme to designate Council as an acquiring authority.

<u>PLANNING AND ENVIRONMENT (FEES) REGULATIONS 2016</u>			
		Column 3	
Column 1	Column 2	DELEGATE	Column 4
PROVISION	THING DELEGATED		CONDITIONS AND LIMITATIONS
r 19	Power to waive or rebate a fee relating to an amendment of a planning scheme	DCP, MPA	
r20	Power to waive or rebate a fee other than a fee relating to an amendment to a planning scheme	DCP, MPA	
r 21	Duty to record matters taken into account and which formed the basis of a decision to waive or rebate a fee under r19 or 20	DCP, MPA	

<u>RESIDENTIAL TENANCIES ACT 1997</u>			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 518F	Power to issue notice to caravan park regarding emergency management plan if determined that the plan does not comply with the requirements	CEO, DCP, MPA, MF, LLO, LLO2, CPC, EHC, EHO, EMC, CRC, CRO, EC	
s 522(1)	Power to give a compliance notice to a person	CEO, DCP, MPA, MF, EHC, EHO, CRC, CRO, EC	
s 525(2)	Power to authorise an officer to exercise powers in s 526 (either generally or in a particular case)	CEO	
s 525(4)	Duty to issue identity card to authorised officers	GO	
s 526(5)	Duty to keep record of entry by authorised officer under s 526	MPA, MF, EHC, EHO, AOBEL, CRC, CRO	
s 526A(3)	Function of receiving report of inspection	CEO	
s 527	Power to authorise a person to institute proceedings (either generally or in a particular case)	CEO	

RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2020

Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r 7	Power to enter into a written agreement with a caravan park owner	DCP, MPA, CPC, EHC, EHO	
r 10	Function of receiving application for registration	MPA, EHC, EHO, AOBEL	
r 11	Function of receiving application for renewal of registration	MPA, EHC, EHO, AOBEL	
r 12(1)	Duty to grant the registration if satisfied that the caravan park complies with these regulations	MPA, EHC, EHO	
r 12(1)	Power to refuse to renew the registration if not satisfied that the caravan park complies with these regulations	MPA, EHC, EHO	
r 12(2)	Duty to renew the registration if satisfied that the caravan park complies with these regulations	MPA, EHC, EHO	
r 12(2)	Power to refuse to renew the registration if not satisfied that the caravan park complies with these regulations	MPA, EHC, EHO	
r 12(3)	Duty to have regard to matters in determining an application for registration or an application for renewal of registration	MPA, EHC, EHO	
r 12(4) & (5)	Duty to issue certificate of registration	MPA, EHC, EHO	
r 14(1)	Function of receiving notice of transfer of ownership	MPA, BSM, BSL, BSU, EHC, EHO, AOBEL	
r 14(3)	Power to determine where notice of transfer is displayed	MPA, EHC, EHO	
r 15(1)	Duty to transfer registration to new caravan park owner	MPA, EHC, EHO	
r 15(2)	Duty to issue a certificate of transfer of registration	MPA, EHC, EHO	
r 15(3)	Power to determine where certificate of transfer of registration is displayed	MPA, EHC, EHO	
r 16(1)	Power to determine the fee to accompany applications for registration or applications for renewal of registration	MPA, EHC, EHO	

RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2020

Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r 17	Duty to keep register of caravan parks	MPA, BSM, BSL, BSU, EHC, EHO, AOBELH	
r 18(4)	Power to determine where the emergency contact person's details are displayed	MPA, EHC, EHO, AOBELH	
r 18(6)	Power to determine where certain information is displayed	DCP, MPA, CPC, EHC, EHO	
r 22(1)	Duty to notify a caravan park owner of the relevant emergency services agencies for the caravan park, on the request of the caravan park owner	MPA, EHC, EHO	
r 22(2)	Duty to consult with relevant emergency services agencies	MPA, EHC, EHO	
r 23	Power to determine places in which caravan park owner must display a copy of emergency procedures	MPA, EHC, EHO, BSM, BSL, BSU	
r 24	Power to determine places in which caravan park owner must display copy of public emergency warnings	MPA, EHC, EHO, BSM, BSL, BSU	
r 25(3)	Duty to consult with relevant floodplain management authority	MPA, EHC, EHO, BSM, BSL, BSU	
r 26	Duty to have regard to any report of the relevant fire authority	MPA, EHC, EHO	
r 28(c)	Power to approve system for the collection, removal and disposal of sewage and waste water from a movable dwelling	DCP, MPA, EHC, EHO	
r 40	Function of receiving notice of proposed installation of unregistrable movable dwelling or rigid annexe	MPA, BSM, BSL, BSU, EHC, EHO, AOBELH	
r 40(b)	Power to require notice of proposal to install unregistrable movable dwelling or rigid annexe	DCP, MPA, CPC, EHC, EHO	
r 41(4)	Function of receiving installation certificate	MPA, BSM, BSL, BSU, EHC, EHO, AOBELH	

RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2020

Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r 43	Power to approve use of a non-habitable structure as a dwelling or part of a dwelling	MPA, BSM, BSL, BSU, EHC, EHO	
Sch 3 cl 4(3)	Power to approve the removal of wheels and axles from unregistrable movable dwelling	MPA, EHC, EHO	

<u>ROAD MANAGEMENT ACT 2004</u>			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 11(1)	Power to declare a road by publishing a notice in the Government Gazette	CEO	Obtain consent in circumstances specified in s 11(2)
s 11(8)	Power to name a road or change the name of a road by publishing notice in Government Gazette	CEO	
s 11(9)(b)	Duty to advise Registrar	DA, DCP, MAD, MAM, MPA	
s 11(10)	Duty to inform Secretary to Department of Environment, Land, Water and Planning of declaration etc.	DA, DCP, MAD, MAM, MPA	Subject to s 11(10A)
s 11(10A)	Duty to inform Secretary to Department of Environment, Land, Water and Planning or nominated person	DA, DCP, MAD, MAM, MPA	Where Council is the coordinating road authority
s 12(2)	Power to discontinue road or part of a road	CEO, DA	Where Council is the coordinating road authority
s 12(4)	Duty to publish, and provide copy, notice of proposed discontinuance	CEO, DA, MAD, MAM	Power of coordinating road authority where it is the discontinuing body. Unless s 12(11) applies
s 12(5)	Duty to consider written submissions received within 28 days of notice	CEO, DA, MAD, MAM	Duty of coordinating road authority where it is the discontinuing body. Unless s 12(11) applies
s 12(6)	Function of hearing a person in support of their written submission	CEO, DA, MAD, MAM	Function of coordinating road authority where it is the discontinuing body. Unless s 12(11) applies
s 12(7)	Duty to fix day, time and place of meeting under s 12(6) and to give notice	DA, MAD, MAM	Duty of coordinating road authority where it is the discontinuing body. Unless s 12(11) applies

<u>ROAD MANAGEMENT ACT 2004</u>			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 12(10)	Duty to notify of decision made	DA, MAD, MAM	Duty of coordinating road authority where it is the discontinuing body. Does not apply where an exemption is specified by the regulations or given by the Minister
s 13(1)	Power to fix a boundary of a road by publishing notice in Government Gazette	CEO, DA, MAD, MAM	Power of coordinating road authority and obtain consent under s 13(3) and s 13(4) as appropriate
s 14(4)	Function of receiving notice from the Head, Transport for Victoria	CEO, DA	
s 14(7)	Power to appeal against decision of the Head, Transport for Victoria	CEO, DA	
s 15(1)	Power to enter into arrangement with another road authority, utility or a provider of public transport to transfer a road management function of the road authority to the other road authority, utility or provider of public transport	CEO, DA	
s 15(1A)	Power to enter into arrangement with a utility to transfer a road management function of the utility to the road authority	CEO, DA	
s 15(2)	Duty to include details of arrangement in public roads register	DA, MAM, GISAO, EC, ED	
s 16(7)	Power to enter into an arrangement under s 15	CEO, DA, DCP	
s 16(8)	Duty to enter details of determination in public roads register	DA, MAM, GISAO, EC, ED	
s 17(2)	Duty to register public road in public roads register	DA, MAM, GISAO, EC, ED	Where Council is the coordinating road authority
s 17(3)	Power to decide that a road is reasonably required for general public use	CEO, DA	Where Council is the coordinating road authority
s 17(3)	Duty to register a road reasonably required for general public use in public roads register	DA, MAM, GISAO, EC, ED	Where Council is the coordinating road authority
s 17(4)	Power to decide that a road is no longer reasonably required for general public use	CEO, DA, DCP	Where Council is the coordinating road authority

<u>ROAD MANAGEMENT ACT 2004</u>			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 17(4)	Duty to remove road no longer reasonably required for general public use from public roads register	DA, MAM, GISAO, EC, ED	Where Council is the coordinating road authority
s 18(1)	Power to designate ancillary area	CEO, DA	Where Council is the coordinating road authority, and obtain consent in circumstances specified in s 18(2)
s 18(3)	Duty to record designation in public roads register	DA, MAM, GISAO, EC	Where Council is the coordinating road authority
s 19(1)	Duty to keep register of public roads in respect of which it is the coordinating road authority	DA, MAM, GISAO, EC	
s 19(4)	Duty to specify details of discontinuance in public roads register	DA, MAM, GISAO, EC, ED	
s 19(5)	Duty to ensure public roads register is available for public inspection	DA, MAM, GISAO, EC	
s 21	Function of replying to request for information or advice	CEO, DA, MAD, MAM	Obtain consent in circumstances specified in s 11(2)
s 22(2)	Function of commenting on proposed direction	CEO, DA, MAD, MAM	
s 22(4)	Duty to publish a copy or summary of any direction made under s 22 by the Minister in its annual report	CEO, DA, MAD, MAM, GO	
s 22(5)	Duty to give effect to a direction under s 22	CEO, DA, MAD, MAM	
s 40(1)	Duty to inspect, maintain and repair a public road	DA, MAM, CWC, EC	
s 40(5)	Power to inspect, maintain and repair a road which is not a public road	DA, MAM, CWC, EC	
s 41(1)	Power to determine the standard of construction, inspection, maintenance and repair	DA, MAM, MAD, EC, ED, POD	

<u>ROAD MANAGEMENT ACT 2004</u>			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 42(1)	Power to declare a public road as a controlled access road	CEO, DA	Power of coordinating road authority and sch 2 also applies
s 42(2)	Power to amend or revoke declaration by notice published in Government Gazette	CEO, DA	Power of coordinating road authority and sch 2 also applies
s 42A(3)	Duty to consult with Head, Transport for Victoria and Minister for Local Government before road is specified	DA, MAM	Where Council is the coordinating road authority. If road is a municipal road or part thereof
s 42A(4)	Power to approve Minister's decision to specify a road as a specified freight road	CEO, DA	Where Council is the coordinating road authority. If road is a municipal road or part thereof and where road is to be specified a freight road
s 48EA	Duty to notify the owner or occupier of land and provider of public transport on which rail infrastructure or rolling stock is located (and any relevant provider of public transport)	DA, MAD, MAM	Where Council is the responsible road authority, infrastructure manager or works manager
s 48M(3)	Function of consulting with the relevant authority for purposes of developing guidelines under s 48M	DA, DCP, MAD, MAM, MP	
s 49	Power to develop and publish a road management plan	CEO, DA, MAM	
s 51	Power to determine standards by incorporating the standards in a road management plan	CEO, DA, MAM	
s 53(2)	Power to cause notice to be published in Government Gazette of amendment etc of document in road management plan	CEO, DA	
s 54(2)	Duty to give notice of proposal to make a road management plan	CEO, DA, MAM	
s 54(5)	Duty to conduct a review of road management plan at prescribed intervals	CEO, DA, MAM	
s 54(6)	Power to amend road management plan	CEO, DA, MAM	
s 54(7)	Duty to incorporate the amendments into the road management plan	DA, MAM	
s 55(1)	Duty to cause notice of road management plan to be published in Government Gazette and newspaper	DA, MAM	
s 63(1)	Power to consent to conduct of works on road	DA, MAM, EC, MAD	Where Council is the coordinating road authority

<u>ROAD MANAGEMENT ACT 2004</u>			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 63(2)(e)	Power to conduct or to authorise the conduct of works in, on, under or over a road in an emergency	CEO, DA, MAM, CWC, EC, ED, TOA	Where Council is the infrastructure manager
s 64(1)	Duty to comply with cl 13 of sch 7	DA, MAD, MAM	Where Council is the infrastructure manager or works manager
s 66(1)	Power to consent to structure etc	DA, DCP, MAD, MAM, MPA, LLO, CPC	Where Council is the coordinating road authority
s 67(2)	Function of receiving the name & address of the person responsible for distributing the sign or bill	DA, DCP, MAD, MAM, MPA, LLO, CPC	Where Council is the coordinating road authority
s 67(3)	Power to request information	DA, DCP, MAD, MAM, MPA, LLO, CPC	Where Council is the coordinating road authority
s 68(2)	Power to request information	DA, DCP, MAD, MAM, MPA, LLO, CPC	Where Council is the coordinating road authority
s 71(3)	Power to appoint an authorised officer	CEO	
s 72	Duty to issue an identity card to each authorised officer	MC, GO	
s 85	Function of receiving report from authorised officer	DA, DCP, MAD, MAM, MPA, GO	
s 86	Duty to keep register re s 85 matters	MAD, MAM, MC, GO	
s 87(1)	Function of receiving complaints	CEO, DA	
s 87(2)	Duty to investigate complaint and provide report	CEO, DA, DCP, MAM, MAD	
s 96	Power to authorise a person for the purpose of instituting legal proceedings	CEO	

<u>ROAD MANAGEMENT ACT 2004</u>			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 112(2)	Power to recover damages in court	CEO, DA	
s 116	Power to cause or carry out inspection	DA, MAD, MAM	
s 119(2)	Function of consulting with the Head, Transport for Victoria	DA, MAD, MAM	
s 120(1)	Power to exercise road management functions on an arterial road (with the consent of the Head, Transport for Victoria)	DA, MAD, MAM	
s 120(2)	Duty to seek consent of the Head, Transport for Victoria to exercise road management functions before exercising power in s 120(1)	DA, MAD, MAM	
s 121(1)	Power to enter into an agreement in respect of works	DA, MAD, MAM	
s 122(1)	Power to charge and recover fees	DA, DCP, MAM, MPA, MC	
s 123(1)	Power to charge for any service	DA, DCP, MAM, MPA, MC	
SCHEDULE 2 cl 2(1)	Power to make a decision in respect of controlled access roads	CEO, DA	
sch 2 cl 3(1)	Duty to make policy about controlled access roads	CEO, DA	
sch 2 cl 3(2)	Power to amend, revoke or substitute policy about controlled access roads	CEO, DA	
sch 2 cl 4	Function of receiving details of proposal from the Head, Transport for Victoria	CEO, DA	
sch 2 cl 5	Duty to publish notice of declaration	CEO, DA	
sch 7 cl 7(1)	Duty to give notice to relevant coordinating road authority of proposed installation of non-road infrastructure or related works on a road reserve	DA, MAD, MAM	Where Council is the infrastructure manager or works manager
sch 7 cl 8(1)	Duty to give notice to any other infrastructure manager or works manager responsible for any non-road infrastructure in the area, that could be affected by any proposed installation of infrastructure or related works on a road or road reserve of any road	DA, MAD, MAM	Where Council is the infrastructure manager or works manager
SCHEDULE 7 cl 9(1)	Duty to comply with request for information from a coordinating road authority, an infrastructure manager or a works manager responsible for existing or proposed infrastructure in relation to the location of any non-road infrastructure and technical advice or assistance in conduct of works	DA, MAD, MAM, EC, ED	Where Council is the infrastructure manager or works manager responsible for non-road infrastructure

<u>ROAD MANAGEMENT ACT 2004</u>			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
sch 7 cl 9(2)	Duty to give information to another infrastructure manager or works manager where becomes aware any infrastructure or works are not in the location shown on records, appear to be in an unsafe condition or appear to need maintenance	DA, MAD, MAM, POD, EC, ED, GISAO	Where Council is the infrastructure manager or works manager
sch 7 cl 10(2)	Where Sch 7 cl 10(1) applies, duty to, where possible, conduct appropriate consultation with persons likely to be significantly affected	DA, MAD, MAM, POD, EC, ED, GISAO	Where Council is the infrastructure manager or works manager
sch 7 cl 12(2)	Power to direct infrastructure manager or works manager to conduct reinstatement works	DA, MAD, MAM, POD, EC, ED	Where Council is the coordinating road authority
sch 7 cl 12(3)	Power to take measures to ensure reinstatement works are completed	DA, MAD, MAM, POD, EC, ED	Where Council is the coordinating road authority
sch 7 cl 12(4)	Duty to ensure that works are conducted by an appropriately qualified person	DA, MAD, MAM, POD, EC, ED	Where Council is the coordinating road authority
sch 7 cl 12(5)	Power to recover costs	DA, DCP, MAD, MAM, MC, ACC	Where Council is the coordinating road authority
sch 7 cl 13(1)	Duty to notify relevant coordinating road authority within 7 days that works have been completed, subject to sch 7 cl 13(2)	DA, MAD, MAM, POD, EC, ED	Where Council is the works manager
sch 7 cl 13(2)	Power to vary notice period	CEO, DA	Where Council is the coordinating road authority
sch 7 cl 13(3)	Duty to ensure works manager has complied with obligation to give notice under sch 7 cl 13(1)	DA, MAD, POD, MAM, POD, EC, ED	Where Council is the infrastructure manager
sch 7 cl 16(1)	Power to consent to proposed works	DA, MAD, MAM, POD, EC, ED	Where Council is the coordinating road authority
sch 7 cl 16(4)	Duty to consult	DA, MAD, MAM, POD, EC, ED	Where Council is the coordinating road authority, responsible authority or infrastructure manager
sch 7 cl 16(5)	Power to consent to proposed works	DA, MAD, MAM, POD, EC, ED	Where Council is the coordinating road authority

<u>ROAD MANAGEMENT ACT 2004</u>			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
sch 7 cl 16(6)	Power to set reasonable conditions on consent	DA, MAD, MAM, POD, EC, ED	Where Council is the coordinating road authority
sch 7 cl 16(8)	Power to include consents and conditions	DA, MAD, MAM, POD, EC, ED	Where Council is the coordinating road authority
sch 7 cl 17(2)	Power to refuse to give consent and duty to give reasons for refusal	DA, MAD, MAM, POD, EC, ED	Where Council is the coordinating road authority
sch 7 cl 18(1)	Power to enter into an agreement	DA, MAD, MAM, POD, EC, ED	Where Council is the coordinating road authority
sch 7 cl 19(1)	Power to give notice requiring rectification of works	DA, MAD, MAM, POD, EC, ED	Where Council is the coordinating road authority
sch 7 cl 19(2) & (3)	Power to conduct the rectification works or engage a person to conduct the rectification works and power to recover costs incurred	DA, MAD, MAM, POD, EC, ED	Where Council is the coordinating road authority
sch 7 cl 20(1)	Power to require removal, relocation, replacement or upgrade of existing non-road infrastructure	DA, MAD, MAM, POD, EC, ED	Where Council is the coordinating road authority
SCHEDULE 7A cl 2	Power to cause street lights to be installed on roads	DA, MAD, MAM, POD, EC, ED	Power of responsible road authority where it is the coordinating road authority or responsible road authority in respect of the road
sch 7A cl 3(1)(d)	Duty to pay installation and operation costs of street lighting - where road is not an arterial road	DA, MAD, MAM, MC, ACC	Where Council is the responsible road authority
sch 7A cl 3(1)(e)	Duty to pay installation and operation costs of street lighting – where road is a service road on an arterial road and adjacent areas	DA, MAD, MAM, MC, ACC	Where Council is the responsible road authority
sch 7A cl (3)(1)(f)	Duty to pay installation and percentage of operation costs of street lighting – for arterial roads in accordance with cls 3(2) and 4	DA, MAD, MAM, MC, ACC	Duty of Council as responsible road authority that installed the light (re: installation costs) and where Council is relevant municipal council (re: operating costs)

<u>ROAD MANAGEMENT (GENERAL) REGULATIONS 2016</u>			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r 8(1)	Duty to conduct reviews of road management plan	DA, MAM	
r 9(2)	Duty to produce written report of review of road management plan and make report available	DA, MAM	
r 9(3)	Duty to give notice where road management review is completed and no amendments will be made (or no amendments for which notice is required)	DA, MAM	Where Council is the coordinating road authority
r 10	Duty to give notice of amendment which relates to standard of construction, inspection, maintenance or repair under s 41 of the Act	DA, MAM	
r 13(1)	Duty to publish notice of amendments to road management plan	DA, MAM	Where Council is the coordinating road authority
r 13(3)	Duty to record on road management plan the substance and date of effect of amendment	DA, MAM	
r 16(3)	Power to issue permit	DA, MAD, MAM, POD, EC, ED	Where Council is the coordinating road authority
r 18(1)	Power to give written consent re damage to road	DA, MAD, MAM, POD, EC, ED	Where Council is the coordinating road authority
r 23(2)	Power to make submission to Tribunal	CEO, DA, DCP, MAD, MAM, MPA	Where Council is the coordinating road authority
r 23(4)	Power to charge a fee for application under s 66(1) <i>Road Management Act</i>	DA, DCP, MC	Where Council is the coordinating road authority
r 25(1)	Power to remove objects, refuse, rubbish or other material deposited or left on road	DA, MAD, MAM, TOA, CWC, BC, LLO, LLO2, CPC, EC, ED, POD	Where Council is the responsible road authority
r 25(2)	Power to sell or dispose of things removed from road or part of road (after first complying with regulation 25(3))	DA, DCP, MAM, MC, MAD	Where Council is the responsible road authority
r 25(5)	Power to recover in the Magistrates' Court, expenses from person responsible	DA, DCP, MAM, MC, MAD	

<u>ROAD MANAGEMENT (WORKS AND INFRASTRUCTURE) REGULATIONS 2015</u>			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r 15	Power to exempt a person from requirement under cl 13(1) of sch 7 of the Act to give notice as to the completion of those works	DA, MAD, MAM, POD, EC, ED	Where Council is the coordinating road authority and where consent given under s 63(1) of the Act
r 22(2)	Power to waive whole or part of fee in certain circumstances	DA, DCP, MAD, MAM, MC	Where Council is the coordinating road authority

INSTRUMENT OF APPOINTMENT AND AUTHORISATION

*(PLANNING AND ENVIRONMENT
ACT 1987)*

Strategic Planning Coordinator

Emma Chadwick – June 2022

Instrument of Appointment and Authorisation

In this Instrument 'officer' means –

OFFICER	TITLE	NAME
SPC	Strategic Planning Coordinator	Emma CHADWICK

By this Instrument of Appointment and Authorisation, Alpine Shire Council –

- Under s147(4) of the *Planning and Environment Act 1987* – appoints the **SPC** to be an authorised officer for the purposes of the *Planning and Environment Act 1987* and the regulations made under that Act; and

It is declared that this Instrument -

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

This Instrument is authorised by a resolution of the Alpine Shire Council made on **7 June 2022**.

THE COMMON SEAL OF THE
ALPINE SHIRE COUNCIL was
hereunto affixed this 7th day of
June 2022
in the presence of:

.....
COUNCILLOR NAME

.....
SIGNATURE

.....
COUNCILLOR NAME

.....
SIGNATURE

.....
CHIEF EXECUTIVE OFFICER NAME



.....
SIGNATURE

Area Designated for Alcohol Restrictions

Pioneer Park

10pm
Thursday 3rd November 2022
to
7am
Monday 7th November 2022

Legend

-  Alcohol Restriction Area Boundary
-  Alcohol Restriction Area



0 50 100 150 m

Coordinate System GDA2020 MGA Zone 55

Created: 25/5/2022

While every care is taken by Alpine Shire Council and the Department of Environment, Land, Water and Planning (DELWP) to ensure the accuracy of this data, Alpine Shire Council and DELWP 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 Environment, Land, Water and Planning.

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8.3.9.A. ALCOHOL RESTRICTION AREA - PIONEER PARK



ORDINARY COUNCIL MEETING M(5) - 7 JUNE 2022

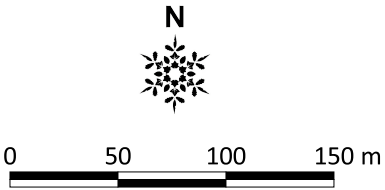


Area Designated for Alcohol Restrictions

Town Centre

10pm
Thursday 3rd November 2022
to
7am
Monday 7th November 2022

- Legend**
-  Alcohol Restriction Area Boundary
 -  Alcohol Restriction Area



Coordinate System GDA2020 MGA Zone 55

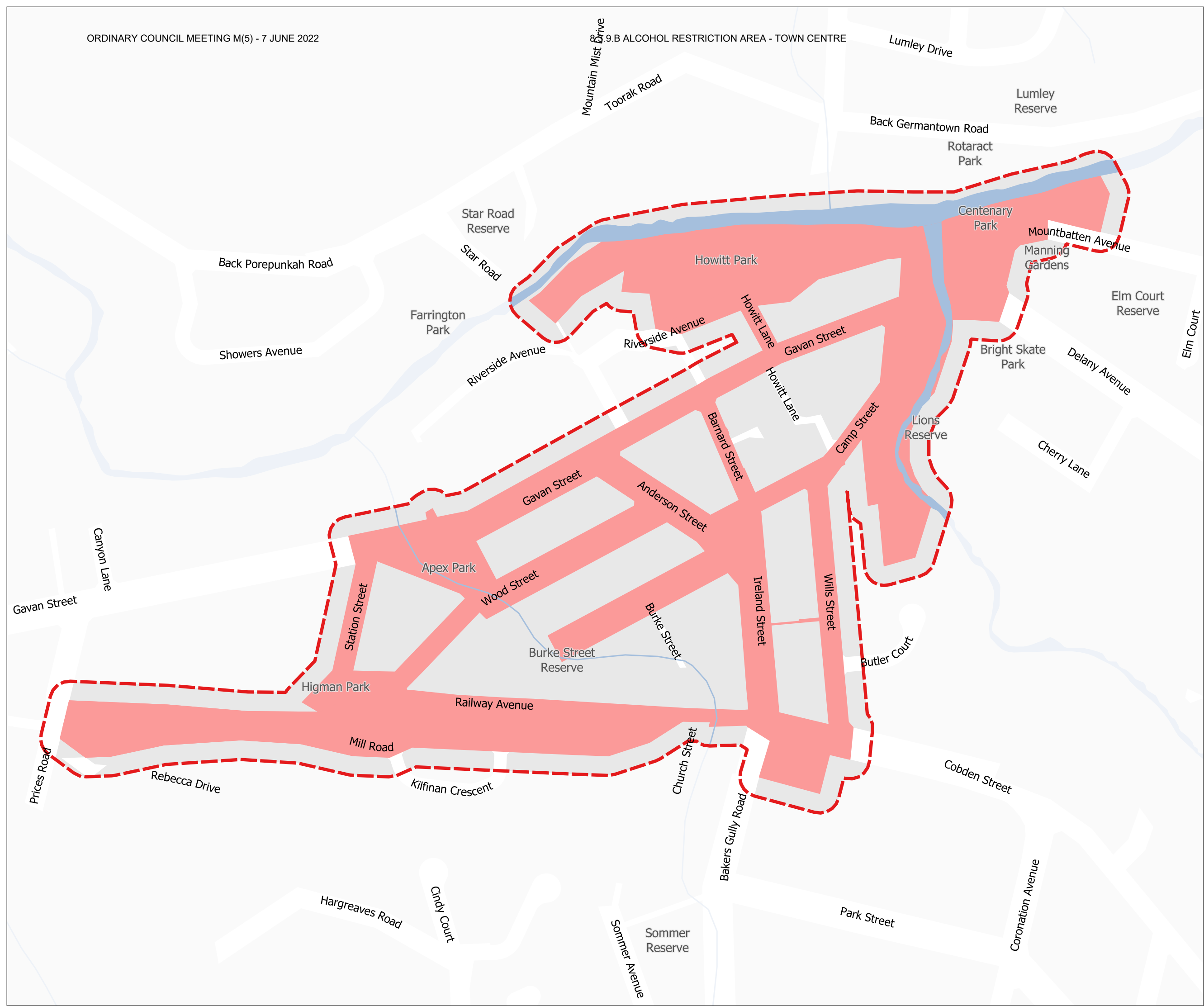
Created: 25/5/2022

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ALPINE PLANNING SCHEME

AMENDMENT C62ALPI

EXPLANATORY REPORT

Who is the planning authority?

This amendment has been prepared by the Minister for Planning who is the planning authority for this amendment.

Land affected by the amendment

The amendment applies to all land within the municipality of Alpine Shire Council.

What the amendment does

The amendment replaces the Municipal Strategic Statement (MSS) at Clause 21 and Local Planning Policies at Clause 22 of the Alpine Planning Scheme with a Municipal Planning Strategy (MPS), local policies within the Planning Policy Framework (PPF) and selected local schedules to operational provisions, consistent with:

- The *Victoria Planning Provisions* as a result of Amendment VC148 and
- The *Ministerial Direction – The Form and Content of Planning Schemes*.

The amendment makes the following changes to the content of Clauses 21 and 22 of the Alpine Planning Scheme:

- Relocates the content to the appropriate theme-based clauses in the PPF, MPS and relevant local schedules, with the intended effect of the original clauses remaining unchanged.
- Clarifies and improves the style, format, language, or grammatical form of content in accordance with *A Practitioner's Guide to Victorian Planning Schemes*, with the intended effect of the original clauses remaining unchanged.
- Updates clause references, department names, legislation names, document references, terminology and statistical data.
- Deletes or adjusts incompatible content that conflicts with State planning policy of the Victoria Planning Provisions (VPP).
- Removes repetitive content.
- Removes or updates outdated content.

Specifically, the amendment makes the following changes to the Alpine Planning Scheme:

Purpose and Vision

Introduces a new MPS at Clause 02 based on content from Clauses 21 and 22 of the LPPF.

Planning Policy Framework

Introduces revised local policy content into the PPF at Clauses 11 (Settlement), 12 (Environmental and Landscape values), 13 (Environmental Risks and Amenity), 14 (Natural Resource Management), 15 (Built Environment and Heritage), 16 (Housing), 17 (Economic Development), 18 (Transport) and 19 (Infrastructure) based on content from Clauses 21 and 22 of the LPPF.

Local Planning Policy Framework

Deletes Clauses 20, 21, 22 and 23.

Operational Provisions

Replaces the Schedule to Clause 72.08 (Background documents) with a new schedule that consolidates and updates all background documents from Clauses 21 and 22.

Introduces a new Schedule to Clause 74.01 (Application of zones, overlays and provisions) to provide an explanation of the relationship between the municipal objectives, strategies and controls on the use and development of land in the planning scheme. The schedule consolidates all planning scheme implementation actions from Clause 21.

Introduces a new Schedule to Clause 74.02 (Further strategic work) that consolidates all further strategic work actions from Clause 21.

Strategic assessment of the amendment

Why is the amendment required?

Amendment C62alpi forms part of Stage 3 of the Smart Planning Rules and Policy Program to reform Victoria's planning system and change the VPP to make planning schemes more efficient, accessible and transparent.

In 2018, Amendment VC148 introduced widespread changes to the VPP as part of Stage 2 of the Smart Planning Program. More specifically, Amendment VC148:

- Introduced a new PPF.
- Enabled the future introduction of an MPS.
- Introduced a new state, regional and local integrated policy structure.
- Modified the schedules to some existing zones, overlays and provisions to accommodate additional local content.
- Created new operational provisions.

A key focus for Stage 3 of the Smart Planning Program is to ensure better alignment of local planning policy with state and regional policy by integrating local policy content into the new PPF.

Local policy content has been translated in a generally policy neutral manner, in accordance with the principles set out in *A Practitioner's Guide to Victorian Planning Schemes* to ensure policy content is:

- Within the scope of the *Planning and Environment Act 1987* (the Act) and is strategically justified.
- Clear in its application, proportional to the intended planning outcome and consistent with relevant parent provisions, practice notes, advisory notes and ministerial directions issued by the Minister for Planning.
- Drafted to be clear and unambiguous.

How does the amendment implement the objectives of planning in Victoria?

By restructuring local policy content into the MPS, PPF and local schedules, the amendment will clarify, condense and modernise the Alpine Planning Scheme, implementing the following objectives of planning in Victoria set out in section 4(1) of the Act:

- a) To provide for the fair, orderly, economic and suitable use, and development of the land.
- c) To secure a pleasant, efficient and safe working, living and recreational environment for all Victorians and visitors to Victoria.
- f) To facilitate development in accordance with the objectives of planning in Victoria.

The amendment provides certainty to users of the scheme and provides clear strategic direction that will inform decision making regarding use and development in the municipality, consistent with these objectives.

How does the amendment address any environmental, social and economic effects?

While the changes to the Alpine Planning Scheme are generally administrative and policy neutral, the amendment is expected to have positive environmental, social and economic effects for Victorian businesses, industry and the community by:

- Improving the clarity and transparency of local policy content in the MPS, PPF and local schedules which results in greater certainty for users of the system.

- Reducing unnecessary costs to applicants and councils as a result of unclear planning provisions.
- Improving planning outcomes by removing errors, inconsistencies and incompatibility in local policy content in the MPS, PPF and local schedules.

The application of updated and improved local policy content in the MPS, PPF and amended local schedules will provide certainty to the users of the planning system by ensuring land use and development outcomes are consistent with environmental, social and economic land use objectives of planning in Alpine Shire and Victoria.

Does the amendment address relevant bushfire risk?

The amendment is not expected to result in any increase to the risk to life as a priority, property, community infrastructure and the natural environment from bushfire. Rather, it meets the objective and gives effect to the strategies to address bushfire risk in the PPF by:

- Addressing bushfire risk in the MPS, as a key land use theme in the municipality.
- Providing a brief overview and strategic directions in this regard, based on content previously contained in the LPPF at Clause 21.

Does the amendment comply with the requirements of any Minister's Direction applicable to the amendment?

The amendment is consistent with the *Ministerial Direction - The Form and Content of Planning Schemes* under Section 7(5) of the Act. The new MPS, together with the local planning policies at clauses 11 to 19 are in the format specified in Annexure 3 of the Direction. Where local schedules have been included or amended, the form of the schedule has been drafted to accord with the current *Ministerial Direction - The Form and Content of Planning Schemes*.

The amendment has been prepared in accordance with the strategic considerations set out in *Ministerial Direction No. 11 Strategic Assessment of Amendment* made under Section 12 of the Act.

How does the amendment support or implement the Planning Policy Framework and any adopted State policy?

The amendment introduces new local planning policies at Clauses 11, 12, 13, 14, 15, 16, 17, 18 and 19 in line with the changes introduced by VC148 and other State Government guidance materials, including *A Practitioners Guide to Planning Schemes*. New planning policies of the PPF are as follows:

Clauses	Amendments
11 Settlement	Introduces local policies relating to settlement for Alpine and other local areas including Bright, Myrtleford, Mount Beauty – Tawonga South, Harrietville, Porepunkah, Tawonga, Wandiligong, Dederang, Bogong, and Dinner Plain, from content previously contained in the LPPF at Clause 21.
12 Environmental and Landscape values	Introduces a local policy relating to the protection of biodiversity and native vegetation, river corridors and waterways, sustainable development in Alpine areas, public and private land interfaces, and significant landscapes, from content previously contained in the LPPF at Clause 21.04, 21.06, 21.07, 21.08 and 22.02.
13 Environmental Risks and Amenity	Introduces a local policy relating to bushfire, floodplain management, and soil degradation, from content previously contained in the LPPF at Clause 21.04, 21.06.
14 Natural Resource Management	Introduces a local policy relating to dwellings and subdivisions in rural areas, sustainable agricultural land, and catchment planning and management from content previously contained in the LPPF at Clause 21.03, 21.04, 21.05, 21.08, and 22.03.
15 Built Environment and Heritage	Introduces a local policy relating to urban design in Alpine CBD from content previously contained in the LPPF at Clause 21.03, 21.04, 21.05, 21.07, 22.01 and 22.03
16 Housing	Introduces a local policy relating to housing supply in Alpine Shire and rural and residential development from content previously contained in the LPPF

	at Clause 21.03, 21.08, and 22.01.
17 Economic Development	Introduces local policies relating to facilitating tourism in Alpine Shire from content previously contained in the LPPF at Clause 21.05, 21.08 and 22.03.
18 Transport	Introduces local policies relating to sustainable personal transport from content previously contained in the LPPF at Clause 21.06.
19 Infrastructure	Introduces local policies relating to health facilities, social and cultural infrastructure, and development and infrastructure contribution plans from content previously contained in the LPPF at Clause 21.03, 21.04, 21.06 and 21.05.

How does the amendment support or implement the Municipal Planning Strategy?

The amendment introduces a new MPS at Clause 02 of the Alpine Planning Scheme. The new content is summarised below:

Clauses	Amendments
02.01 Context	Provides a general overview of the municipality derived from Clause 21.01 and 21.03 and updates demographic data.
02.02 Vision	Provides the vision for the municipality based on content previously contained at Clause 21.02, which has been updated to be consistent with the <i>Alpine Shire Council Plan 2021-2025</i> .
02.03 Strategic Directions	Addresses the key land use themes based on the PPF and provides a brief overview and strategic directions for each theme, based on content previously contained in the LPPF at Clauses 21.01, 21.02, 21.03, 21.04, 21.05, 21.06, 21.07, 21.08, 22.02 and 22.03.
02.04 Strategic Framework Plans	Includes the following new and revised strategic framework plans, based on content, or plans previously contained in Clause 21: <ul style="list-style-type: none"> Alpine Framework Plan

The policy content of the MPS outlines the strategic directions for the municipality and underpins the policy content in the PPF.

Does the amendment make proper use of the Victoria Planning Provisions?

The amendment revises local policy and associated local policy content in a form and using content that is consistent with the VPP as updated by Amendment VC148.

Most of the content from the LPPF has been edited and moved to the new MPS at Clause 02 and local planning policies at clauses 11 to 19. Content from the LPPF has been relocated to Clauses 72.08 and 74.01 and 74.02, as appropriate.

How does the amendment address the views of any relevant agency?

Amendment C62alpi makes administrative changes to the Alpine Planning Scheme following approval of the changed planning scheme format established in Amendment VC148. Various government agencies and other entities were involved in the identification or preparation of particular changes as part of the wider Smart Planning consultation.

The views of Alpine Shire Council officers were addressed in the preparation of the amendment. The council has endorsed the changes being introduced by the amendment.

Does the amendment address relevant requirements of the Transport Integration Act 2010?

Amendment C62alpi will not have a significant impact on the transport system as defined by the *Transport Integration Act 2010*.

Resource and administrative costs

What impact will the new planning provisions have on the resource and administrative costs of the responsible authority?

Amendment C62alpi is not expected to impose additional resource or administrative costs on the responsible authority.

Introducing a revised local policy format is expected to create a clearer more navigable policy framework where state and local policy are communicated consistently. After an initial familiarisation phase, the new format should have the effect of reducing any resource or administrative burden on the responsible authority, by providing a more succinct and navigable policy set.

Amendment C62alpi will provide a clear set of guidelines that delivers a greater level of certainty to the community and other stakeholders within the municipality.

Where you may inspect this amendment

The amendment can be inspected free of charge at the Alpine Shire Council website at www.alpineshire.vic.gov.au; or

The amendment is available for public inspection, free of charge, during office hours at the following place:

- Alpine Shire Council Customer Service Centre at 2 Churchill Avenue, Bright

The amendment can also be inspected free of charge at the Department of Environment, Land, Water and Planning website at www.planning.vic.gov.au/public-inspection or by contacting 1800 789 386 to arrange a time to view the amendment documentation.



Informal Meeting of Councillors

In accordance with Chapter 8, section A1 of Council's [Governance Rules](#), the Chief Executive Officer must ensure that a summary of the matters discussed at an Informal meeting of Councillors is tabled at the next convenient Council meeting, and recorded in the minutes of that Council meeting.

Meeting Title: Briefing Session
Date: 3 May 2022
Location: The Hoppet Meeting Room, Mount Beauty
Start Time: 1.30pm
Finish Time: 4.50pm
Chairperson: Charlie Bird, Chief Executive Officer

Councillor and staff attendees:

Name	Position	Name	Position
Cr Sarah Nicholas	Mayor	Charlie Bird	Chief Executive Officer
Cr Katarina Hughes	Deputy Mayor	Will Jeremy	Director Assets
Cr John Forsyth	Councillor	Helen Havercroft	Director Corporate Performance
Cr Ron Janas	Councillor		
Cr Simon Kelley	Councillor		
Cr Tony Keeble	Councillor		
Cr Kelli Prime	Councillor		

Councillor and staff apologies:

Name	Position

1. Conflict of interest disclosures

Disclosures of Conflicts of Interests must be made in accordance with Chapter 7, sections A3-A5 of Council's [Governance Rules](#), and recorded here.

N/A

2. Record of Councillors that have disclosed a conflict of interest leaving the meeting

N/A

3. Items

Item
Acknowledgement of Traditional Owners
Planning Application P.2021.204 18 Hawthorn Lane, Bright
Tawonga Caravan Park Update
Statutory Planning Statistics Bright Gateway Development
Ordinary Council Meeting Agenda Review
General Business



Informal Meeting of Councillors

In accordance with Chapter 8, section A1 of Council's [Governance Rules](#), the Chief Executive Officer must ensure that a summary of the matters discussed at an Informal meeting of Councillors is tabled at the next convenient Council meeting, and recorded in the minutes of that Council meeting.

Meeting Title: Residents Meeting – Bright Gateway Development

Date: 11 May 2022

Location: Bright Committee Meeting Room

Start Time: 2.00pm

Finish Time: 3.30pm

Chairperson: Alan Clark, Executive Officer

Councillor and staff attendees:

Name	Position	Name	Position
Cr Sarah Nicholas	Mayor	Alan Clark	Executive Officer
Cr Katarina Hughes	Deputy Mayor	Helen Havercroft	Director Corporate Performance
Cr John Forsyth	Councillor	James Turner	Manager Planning & Amenity
Cr Ron Janas	Councillor		

Councillor and staff apologies:

Name	Position
Charlie Bird	Chief Executive Officer
Cr Katarina Hughes	Deputy Mayor
Cr Simon Kelley	Councillor
Cr Kelli Prime	Councillor
Cr Tony Keeble	Councillor

1. Conflict of interest disclosures

Disclosures of Conflicts of Interests must be made in accordance with Chapter 7, sections A3-A5 of Council's [Governance Rules](#), and recorded here.

N/A

2. Record of Councillors that have disclosed a conflict of interest leaving the meeting

N/A

3. Items

Item
Acknowledgement of Traditional Owners
Discussion with Community Members regarding the proposed development of land known as Bright Gateway.



Informal Meeting of Councillors

In accordance with Chapter 8, section A1 of Council's [Governance Rules](#), the Chief Executive Officer must ensure that a summary of the matters discussed at an Informal meeting of Councillors is tabled at the next convenient Council meeting, and recorded in the minutes of that Council meeting.

Meeting Title: Site Visit - Bright Gateway Development

Date: 12 May 2022

Location: Bright Committee Meeting Room

Start Time: 10.00am

Finish Time: 11.30am

Councillor and staff attendees:

Name	Position	Name	Position
Cr Sarah Nicholas	Mayor	Alan Clark	Executive Officer
Cr John Forsyth	Councillor	Helen Havercroft	Director Corporate Performance
Cr Ron Janas	Councillor	Belinda MacLaughlin	Engineering Coordinator
		Emma Chadwick	Strategic Planner

Councillor and staff apologies:

Name	Position
Charlie Bird	Chief Executive Officer
Cr Katarina Hughes	Deputy Mayor
Cr Simon Kelley	Councillor
Cr Kelli Prime	Councillor
Cr Tony Keeble	Councillor

1. Conflict of interest disclosures

Disclosures of Conflicts of Interests must be made in accordance with Chapter 7, sections A3-A5 of Council's [Governance Rules](#), and recorded here.

N/A

2. Record of Councillors that have disclosed a conflict of interest leaving the meeting

N/A

3. Items

Item
Acknowledgement of Traditional Owners
Site Visit with Discussion with Community Members regarding the proposed development of land known as Bright Gateway.



Informal Meeting of Councillors

In accordance with Chapter 8, section A1 of Council's [Governance Rules](#), the Chief Executive Officer must ensure that a summary of the matters discussed at an Informal meeting of Councillors is tabled at the next convenient Council meeting, and recorded in the minutes of that Council meeting.

Meeting Title: Briefing Session
Date: 17 May 2022
Location: Bright Committee Meeting Room
Start Time: 1.30pm
Finish Time: 5.15pm
Chairperson: Charlie Bird, Chief Executive Officer

Councillor and staff attendees:

Name	Position	Name	Position
Cr Sarah Nicholas	Mayor	Charlie Bird	Chief Executive Officer
Cr Katarina Hughes	Deputy Mayor	Will Jeremy	Director Assets
Cr Simon Kelley	Councillor	Helen Havercroft	Director Corporate Performance
Cr Kelli Prime	Councillor	Alan Clark	Executive Officer

Councillor and staff apologies:

Name	Position
Cr John Forsyth	Councillor
Cr Ron Janas	Councillor
Cr Tony Keeble	Councillor

1. Conflict of interest disclosures

Disclosures of Conflicts of Interests must be made in accordance with Chapter 7, sections A3-A5 of Council's [Governance Rules](#), and recorded here.

N/A

2. Record of Councillors that have disclosed a conflict of interest leaving the meeting

N/A

3. Items

Item
Acknowledgement of Traditional Owners
External Presentation HVP Plantations
Land Development Strategy Project Update
Bright Hot Rod Run Event – Proposed Alcohol Restriction
2022 Valuations Overview
Budget Submission process in to hear external requests
Budget Submission process to hear internal requests
General Business



Informal Meeting of Councillors

In accordance with Chapter 8, section A1 of Council's [Governance Rules](#), the A/Chief Executive Officer must ensure that a summary of the matters discussed at an Informal meeting of Councillors is tabled at the next convenient Council meeting, and recorded in the minutes of that Council meeting.

Meeting Title: Briefing Session
Date: 24 May 2022
Location: Bright Committee Meeting Room
Start Time: 2.00pm
Finish Time: 5.30pm
Chairperson: Alan Clark, A/Chief Executive Officer

Councillor and staff attendees:

Name	Position	Name	Position
Cr Sarah Nicholas	Mayor	Alan Clark	A/Chief Executive Officer
Cr Katarina Hughes	Deputy Mayor	Will Jeremy	Director Assets
Cr John Forsyth	Councillor	Helen Havercroft	Director Corporate Performance
Cr Ron Janas	Councillor		
Cr Simon Kelley	Councillor		
Cr Tony Keeble	Councillor		

Councillor and staff apologies:

Name	Position
Cr Kelli Prime	Councillor

1. Conflict of interest disclosures

Disclosures of Conflicts of Interests must be made in accordance with Chapter 7, sections A3-A5 of Council's [Governance Rules](#), and recorded here.

N/A

2. Record of Councillors that have disclosed a conflict of interest leaving the meeting

N/A

3. Items

Item
Councillor only time
Acknowledgement of Traditional Owners
Alpine Community Plantation – external presentation
Budget review after hearing of submissions
2022 Valuations Discussion
Planning Applications
General Business

15 / 05 /2022

This petition/joint letter, pertains to the safety issues related to Mountain Bike traffic on Mystic Lane since the installation of the Hero Trail and the formation of the Alpine Community Plantation Group in 2013.

All of the Mystic Lane residents are requesting that council ensures that funding for the **BSBR Grant** that was announced several weeks ago is used to fully address the issue of **access** to Mystic Park.

Conditions of the initial park permit to control Mystic Lane traffic have not been successful.

We urgently request that all planning and permits related to the **BSBR grant** and the operation of the park result in a designated access road to the mountain bike park; with a clear separation between all recreational activities and residential properties.

Residents respectfully request that the residential amenity of Mystic Lane experienced prior to 2013 be restored.

Name

Address

signature

personal information

15 / 05 /2022

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[Redacted Signature Area]			

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personal information		