



Alpine Shire

ORDINARY COUNCIL MEETING

MINUTES

M2 – 5 March 2019

Auditorium@Mount Beauty Visitor Information Centre

7:00pm



PRESENT

COUNCILLORS

Cr Ron Janas - Mayor

Cr Sarah Nicholas - Deputy Mayor

Cr Kitty Knappstein - Councillor

Cr Daryl Pearce - Councillor

Cr Peter Roper - Councillor

Cr John Forsyth - Councillor

Cr Tony Keeble - Councillor

OFFICERS

Mr Charlie Bird - Chief Executive Officer

Ms Nathalie Cooke - Director Corporate

Mr William Jeremy - Director Assets

APOLOGIES

Nil



The **Ordinary Meeting** of the **Alpine Shire Council** was held in the Auditorium@Mount Beauty Visitor Information Centre, Kiewa Valley Highway Mount Beauty on **5 March 2019** and commenced at **7:00pm**.

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1 RECORDING AND LIVESTREAMING OF COUNCIL MEETINGS

The CEO read the following statement:

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

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

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

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

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

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

2 ACKNOWLEDGEMENT OF TRADITIONAL CUSTODIANS, AND RECOGNITION OF ALL PEOPLE

The CEO read the following statement:

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

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

3 CONFIRMATION OF MINUTES

3.1 ORDINARY COUNCIL MEETING – M1

Cr Roper

Cr Pearce

That the minutes of Ordinary Council Meeting M1 held on 5 February 2019 as circulated be confirmed.

Carried

4 APOLOGIES

Nil

5 OBITUARIES / CONGRATULATIONS

Refer to Alpine Shire Council's website www.alpineshire.vic.gov.au for its YouTube live-streaming 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 live-streaming 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 Pearce

That the Contracts approved by the CEO be noted.

Contract No:	1809601	Process:	Public tender
Title:	Resealing Shared Paths (2018-19)		
Tenderer:	GW & BR Crameri		
\$ (excl. GST):	\$102,455.86		

Contract No:	1809701	Process:	Request for Quotation
Title:	Alpine Events Park Landscape works Part A		
Tenderer:	M & M Landscapes		
\$ (excl. GST):	\$46,543.81		

Contract No:	1809702	Process:	Request for Quotation
Title:	Alpine Events Park Landscape works Part B		
Tenderer:	KR Hoysted		
\$ (excl. GST):	\$121,975.00		

Carried



8.2 DIRECTOR ASSETS – WILLIAM JEREMY

8.2.1 Contract 18077201 - Victoria Bridge Load Limit Upgrade

File Number: 180772

INTRODUCTION

This report relates to the award of a contract for the carbon fibre strengthening of the Victoria Bridge on Lewis Avenue in Myrtleford under the Bridges Renewal Program. The scope of works involves the implementation of a Carbon Fibre Reinforced Polymer (CFRP) design to strengthen the bridge, which is aimed at preserving the remaining service life of the structure and increasing the current load limit to allow the safe passage of heavy vehicles.

Cr Roper

Cr Nicholas

That Council awards Contract No. CT18077201 for "Victoria Bridge Load Limit Upgrade" to Pensar Structures for the lump sum price of \$188,379.13 + GST.

Carried

BACKGROUND

The Victoria Bridge provides a secondary crossing of Happy Valley Creek in Myrtleford. The primary arterial road is frequently overtopped during flooding. The Victoria Bridge currently has a load limit applied, owing to visible distress in the crossheads which was identified as part of a scheduled inspection in 2015. An engineering analysis of the bridge identified an opportunity to strengthen the crossheads to both increase the load capacity of the structure and to increase the service life.

The tender was advertised in the Alpine Observer, Myrtleford Times and the Border Mail on 16 January and appeared on the Alpine Shire Council website and tenders.net from 2 January through to the closing date of 8 February, 2019.

The tender was downloaded by 27 companies and 11 responses were received by the closing date. All but one response was considered conforming.



EVALUATION

The evaluation panel consisted of the Project Manager and Manager Asset Development.

The tenders were evaluated according to the key selection criteria contained in the Invitation to Tender as follows:

- Price
- Qualifications & Previous Experience
- Delivery
- Social

Shortlisted tenderers were invited to clarify aspects of their tender and provide further detail on their proposed methodology, program and the experience of the nominated personnel proposed to undertake the works. Through this evaluation process it was determined that the tender from Pensar Structures best met the selection criteria.

POLICY IMPLICATIONS

The tender was advertised and evaluated in accordance with Council's Procurement Policy.

This recommendation is consistent with the following Strategic Objective of the Council Plan 2017-2021:

- Incredible places for our community and visitors.

FINANCIAL AND RESOURCE IMPLICATIONS

The total budget for the project is \$177,500. The project is partially funded by the Federal Government's Bridges Renewal Program Round 3 (\$88,750) with the remainder of the budget funded by Council.

Previous project costs for design and concrete strength testing have been incurred to the value of \$20,460. Therefore, acceptance of the tender from Pensar Structures will result in a budget overspend of \$31,340.

**CONSULTATION**

The ability for this bridge to be used in times of flooding of the main arterial route is a critical driver for this project and accordingly, the key stakeholders (HVP and other cartage contractors) were consulted during the design process. It is anticipated that the bridge will remain open for use during construction.

CONCLUSION

Following a comprehensive tender evaluation assessment, the Tender from Pensar Structures is considered to present the best value option for Council.

DECLARATION OF CONFLICT OF INTEREST

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

- Director Assets
- Manager Asset Development
- Project Manager

ATTACHMENT(S)

- Nil



8.2.2 Fixing Country Roads – Round 2

File Number: 01700.08

INTRODUCTION

An opportunity exists for Council to seek significant funding to deliver a range of road and bridge renewal and upgrade projects. This report outlines the proposed funding applications and seeks Council's financial commitment.

Cr Pearce

Cr Nicholas

That Council authorises the submission of grant applications under Round 2 of the State Government's Fixing Country Roads Program for the following projects in the priority order listed below, and with a Council commitment not exceeding the following values:

- 1. Buckland Bridge - \$750,000 + GST*
- 2. Guardrail Upgrades - \$100,000 + GST*
- 3. Gavan Street Pedestrian Crossings - \$85,000 + GST*
- 4. Standish Street Renewal - \$120,000 + GST*
- 5. Local Road Sealing – \$105,000 + GST*

Carried

BACKGROUND

In 2018 the Victorian Government announced a new funding program to be administered by Regional Roads Victoria. The \$100 million Fixing Country Roads Program is intended to assist councils improve the condition of their local roads and support the connectivity, reliability and efficiency of travel for regional communities.

Council was successful in securing \$1,104,229 worth of funding to deliver the following projects to the value of \$1,407,251 in 2018/19:

- Station Street Upgrade (\$529,397)
- Churchill Avenue/Morses Creek Road Heavy Vehicle Upgrade (\$333,290)
- Buffalo Creek Road Heavy Vehicle Upgrade (\$299,803)
- Keegans Lane and Gundowring Road Intersection Safety Upgrade (\$244,761)

Applications for Round 2 close on 18 March 2019. The State Government will provide up to \$1.5 million per project, at a funding ratio of 2:1 (State: Local Government Authority). All projects need to be completed by 30 June 2020.



It is proposed that funding is sought for the following projects:

1. Buckland Bridge

The existing Buckland Bridge is at the end of its useful life and currently has a 15 tonne load limit applied. This load limit restricts heavy vehicle movements up the Buckland Valley, including the transport of heavy machinery to enable DELWP to access 320,000 Ha of state forest to undertake fire management activities. Design work is being progressed for a new bridge, proposed to be constructed downstream of the existing bridge. The total cost of a new bridge is estimated at \$2,250,000.

2. Guardrail Upgrades

There are a number of timber post guardrails in poor condition across the Shire which are in need of upgrade to steel posts and, in some locations, an upgrade from timber rails to steel guardrail. Sites include the bridges at Selzers Lane (1 & 2), Buffalo Creek Bridge (Clements Lane) and Mongans Bridge. The estimated total cost of these works is \$300,000.

3. Gavan Street Pedestrian Crossings

The need for safer pedestrian crossing points in Gavan Street (Bright) was identified as a priority by the community through the Alpine Better Places project, as well as during the development of the Bright Car Parking Plan. It is proposed that clearly demarcated crossing points and centre median refuges are provided in five locations between Star Road and Camp Street. The estimated total cost of these works is \$255,000.

4. Standish Street Renewal

The pavement in the Standish Street service and through lanes (Myrtleford), between Rayner and Duke Streets, has deteriorated and is in need of rehabilitation. The estimated total cost of these works is \$360,000.

5. Local Road Sealing

Council has a number of local unsealed roads that experience high vehicle counts or frequent heavy vehicle use. Residents in these locations are subjected to large amounts of dust during the summer months. Sections of Grange Road (Porepunkah), Merriang South Road (Merriang South) and Egglestons Road (Buckland) are proposed to be sealed. The estimated total cost of these works is \$315,000.

POLICY IMPLICATIONS

This report is consistent with the following strategic objective in the Council Plan 2017-2021:

- Incredible places for our community and visitors.

FINANCIAL AND RESOURCE IMPLICATIONS

If all applications are successful in securing funding, Council would deliver \$3,480,000 worth of works with a Council contribution of no more than \$1,160,000. This expenditure can be accommodated within Council's long-term financial plan.



CONSULTATION

Council officers have engaged with members of the community as well as relevant authorities and stakeholders, in relation to the Buckland Bridge, Gavan Street Pedestrian Crossings and Local Road Sealing projects.

Should funding be secured, then a detailed stakeholder engagement plan will be prepared and implemented throughout the delivery of all proposed projects.

CONCLUSION

The proposed projects will improve the condition and safety of our roads for all road users. Round 2 of the Fixing Country Roads Program is an opportunity to seek funding for infrastructure renewal and upgrades that would otherwise be wholly funded by Council and in the event that a grant funding application was to be successful, Council has the financial capacity to commit the balance of funds needed to deliver all projects.

DECLARATION OF CONFLICT OF INTEREST

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

- Director Assets
- Manager Asset Development

ATTACHMENT(S)

- Nil



8.3 DIRECTOR CORPORATE – NATHALIE COOKE

8.3.1 Planning Application 5.2017.112.1 5 Switchback Road, Mudgegonga

Application number:	5.2017.112.1
Proposal:	Four Lot Subdivision
Applicant's name:	Oxley and Company
Owner's name:	David John Carroll
Address:	5 Switchback Road, Mudgegonga
Land size:	Two parcels of land totalling 188.43ha (140.2ha and 48.43ha)
Current use and development:	Two parcels of land with one containing a dwelling, both area used for cattle grazing
Site features:	Predominantly cleared land back to pasture containing a large eroded gully (Sandy Creek) running south to north through four of the proposed lots.
Why is a permit required?	A planning permit is required to subdivide the land pursuant to the provisions of Farming Zone (35.07-3), Land Subject to Inundation Overlay (44.04-3) and the Bushfire Management Overlay (44.06-2)
Zoning:	Farming Zone (FZ)
Overlays:	Land Subject to Inundation Overlay (LSIO), Bushfire Management Overlay (BMO)
Restrictive covenants on the title?	None
Date received:	30 August 2018
Statutory days:	187
Planner:	Sam Porter

Cr Forsyth

Cr Keeble

That a Notice of Refusal be issued for the four lot subdivision on the following grounds:

- 1. The proposal is inconsistent with the Planning Policy Framework, the Municipal Strategic Statement and Local Planning Policies.*
- 2. The development is inconsistent with Clause 14.01-1S of the SPPF as:

 - a. The development will detract from the long term productive capacity of the land as the subdivision fails to respond to the existing land use patterns and natural site features.**



- b. The development seeks to create lots that are focused on establishing suitable future dwelling locations and entitlements rather than being agriculturally justified.*
- 3. The development is inconsistent with Clause 22.03-2 of the LPPF as:*
- a. The existing agricultural land will be fragmented into multiple lots and will reduce the long term productivity of this land.*
 - b. The proposed re-subdivision does not result in a clear improvement to farm efficiency and land management.*
 - c. It has not been demonstrated that the proposal will result in productive agricultural units.*
 - d. The proposal will result in the fragmentation of agricultural land.*
- 4. The development is inconsistent with the purpose of the Farming Zone as:*
- a. The proposal seeks to create lots greater than 40 hectares which will have an as-of-right entitlement for a dwelling.*
 - b. The proposal does not seek to retain the productive agricultural land in viable land area units but rather it fragments the area and is focused on achieving minimum lot size areas.*
 - c. There is potential for rural land use conflict between lots used for future as of right residential use and the surrounding existing agricultural land uses.*
 - d. Environmentally the new boundaries will adversely affect both the east and west branch of Sandy Creek and the native vegetation stands located along these proposed lot boundaries.*
 - e. Proposed Lots 1 and 2 are formed directly from the parent parcel Lot 1 PS425784 thus inappropriately relying on small lot creation rules that are applicable to existing dwellings in asking for consideration of the under sized 34ha lot, proposed Lot 1.*

Carried

PROPOSAL

The proposal initially was to subdivide the subject property five lots, in August 2018 the application was amended to a four lot proposal (see figure 1 below). Proposed Lot 1 will contain the existing dwelling on a 34ha. Proposed Lots 2, 3 and 4 would all be created with the formation of two new boundaries both running in an east west direction from Switchback Road across Sandy Creek to the existing westerly and southern boundary. Each parcel created will be greater than 40ha in size and therefore in future if approved contain an entitlement for the construction of a dwelling. Figure 1 below shows the proposed subdivision layout and each lot size.

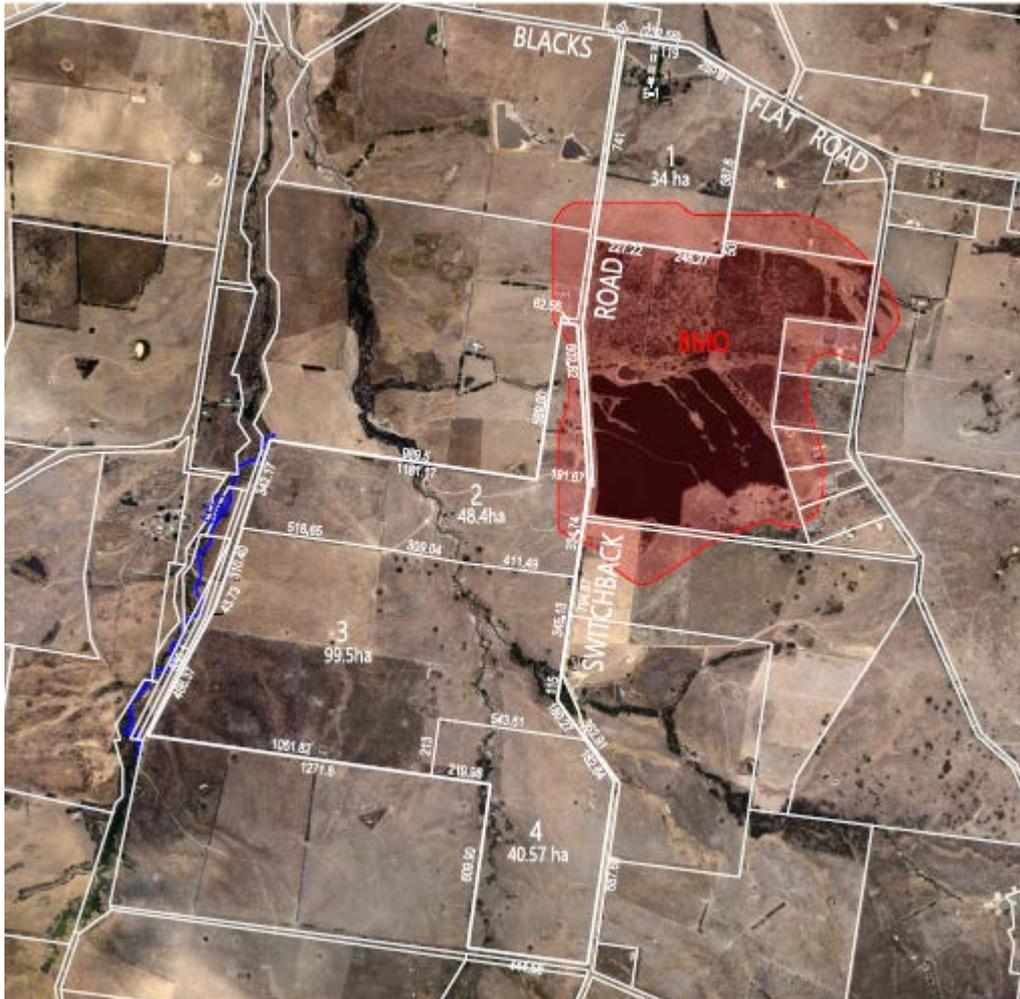


Figure 1: Shows the development layout on site.

SUBJECT LAND AND SURROUNDS

The subject land is known as 5 Switchback Road, Mudgegonga. The land is comprised of two titles in three parts. The first part is located at the corner of Switchback Road and Black Flats Road; on the south east side of these roads. This part is shown in in blue in Figure 2.

The first part contains the dwelling of David and Julie Carroll, located in the North West corner of the site. The existing dwelling is surrounded by well established, manicured gardens. This part also contains a spring fed dam in the southern part of the land and this feeds to the existing dwelling and is approximately 34.12 hectares in area.

Part 2 of Lot 1 on PS425784 is located approximately 336m south of the first part down Switchback Road. It is located on the western side of Switchback Road and comprises 48.43 hectares. It is irregular in shape, with approximately 41 hectares falling within a rectangular section, and the remaining approximately 7 hectares within a narrow branch extending north-east toward Part 1 of the Lot. Part 2 is also shown in blue in Figure 2 below.



Part 2 of Lot 1 on PS425784 is used for grazing in conjunction with the balance of the land and contains stockyards in the north-eastern branch. There are a number of drainage lines which traverse through the land with some scattered trees along the southern boundary.

Lot 9 on PS407081 is located to the south of Lot 1 on PS425784. It comprises of approximately 140.36 hectares and is used for grazing. The land is fenced off in paddocks with numerous dams and drainage lines. There are some scattered native trees around the drainage lines and throughout the paddocks. This part of the land is shown in in red in Figure 2 below.

The surrounding land is all zoned Farming and is currently used for broad acre farming. The surrounding Mudgegonga farming area visually is a lightly treed landscape set on an undulating land forms that create many significant creek and gully lines. Many of the significant creeks in the area have all experienced significant erosion issued due to historic over clearing along with the associated grazing impacts. In many surrounding areas where gullies have been fenced off and replanted they have significantly recovered and stabilised.

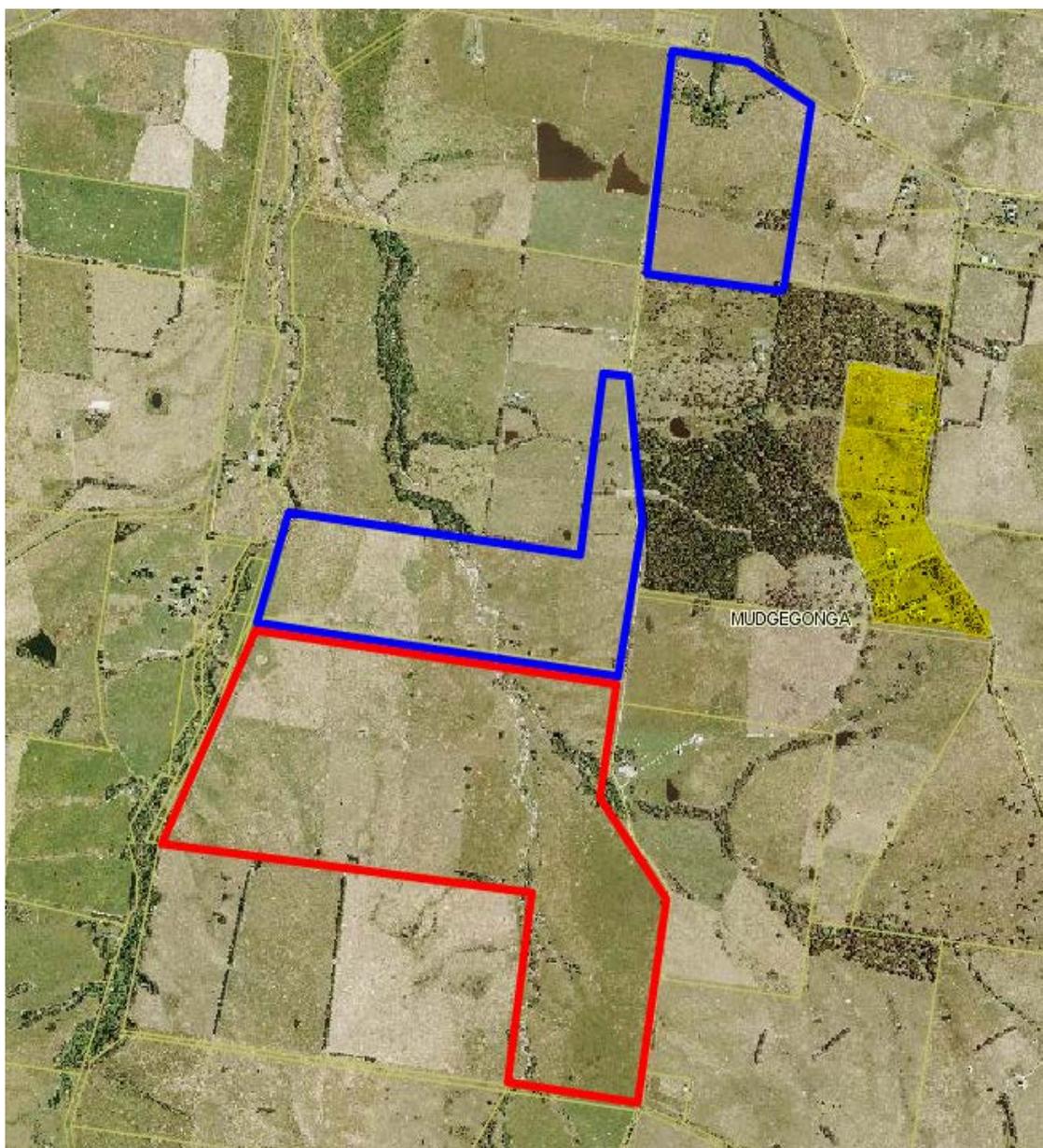


Figure 2: Subject land.

PUBLIC NOTIFICATION

The original application was advertised in accordance with Section 52 of the *Planning and Environment Act 1987*. Notice of the application was sent to 14 surrounding landholders and occupiers. Eight objections were received; the reasons for objecting are as follows:

- Road access, increased traffic and safety concerns
- Inappropriate division of viable farming land and the associated impact on sustainable farming
- Proliferation of dwellings as a result of dwelling entitlement to be created
- Reduction of farm land and non-site responsive subdivision
- Environmental risks and waterways impacts



- Increased water usage
- Following receipt of these objections Council hosted a planning forum that was well attended by the objectors. Council had intended on determining the application following this meeting August 2018, however, the application was subsequently amended to a four lot proposal recommencing much of the process.
- The amended application was re-advertised pursuant to Section 57B of the *Planning and Environment Act 1987* to the same land owners and occupiers including all those previously objecting. Four of the same objectors resubmitted sighting unchanged concerns.
- As per legislation requirements all the initial objections are required to still be considered in relation to the amended application. They remain applicable in any case given the subtle change from original to proposal to the amended proposal.

REFERRALS

Referrals / Notice	Advice / Response / Conditions
Section 57C referrals:	North East Catchment Management Authority (NECMA), Country Fire Authority, Goulburn-Murray Water and AusNet Electricity Services Pty Ltd all have no objection subject to conditions.
Internal / external referrals:	The Department of Environment, Land, Water and Planning have also no objection. The application was referred to the engineering section of Council and no objection has been raised subject to conditions.

PLANNING ASSESSMENT AND RESPONSE TO GROUNDS OF OBJECTION

All applicable policy and decision guidelines can be found in Attachment A.

Planning Policy Framework and Local Planning Policy Framework

Farming Zone and Lot Sizes

The subject land is zoned Farming pursuant to the Alpine Planning Scheme. A planning permit is required to subdivide land. The zone provisions state that the minimum lot size is 40 hectares; however, this mathematical minimum is not the only consideration. Any proposed subdivision must fulfil the purposes of the Farming Zone which include:

- To provide for the use of land for agriculture.
- To encourage the retention of productive agricultural land.
- To ensure that non-agricultural uses, including dwellings, do not adversely affect the use of land for agriculture.



- To encourage the retention of employment and population to support rural communities.
- To encourage use and development of land based on comprehensive and sustainable land management practices and infrastructure provision.

It is submitted that the proposed development does not adequately respond to the purposes of the Farming Zone for the following reasons:

- The primary purpose of the subdivision is not based on the continued agricultural production of the land. Rather, it is intended to create three lots greater than 40 hectares to provide for two additional as-of-right entitlements for a dwelling (one dwelling entitlement currently exists on the vacant southern parcel of the subject land).
- Aside from the gully and watercourse area all the remaining land is productive agricultural land. The application has provided no valid agricultural planning grounds as to how the proposed subdivision will improve the use of this productive agricultural land. Rather the application seeks to divide land in a way that isn't responsive to existing landforms or agricultural land use patterns.
- The proposed subdivision will create two additional entitlements for dwellings and the introduction of residential uses into the area effectively in the form of 40+ha rural living type allotments that will be detrimental to the surrounding agricultural uses.
- The proposed subdivisional layout does not respond to the site and environmental constraints and will not lead to sustainable land management practices. Boundaries between Lots 2, 3 and 4 will all be split across the wide significant gully of Sandy Creek and with the creation of four individual farming operations on this land area would see significantly impact on the health of the watercourse and further impact the current erosion problem along this section of waterway.
- It is acknowledged that the boundary between Lots 2 and 3 currently exists as the property that forms the subject land is currently made up of two parcels. However, as no existing fence was observed to exist along the entirety of these lots common boundaries the opportunity should be taken with any subdivision to improve upon the existing circumstances. It is therefore submitted that as no improvement is proposed with this boundary that currently crosses Sandy Creek it must be viewed in the same context as the new boundary between proposed Lots 3 and 4.

The Farming Zone also sets out a number of decision guidelines which must be considered in the assessment of an application. The relevant decision guidelines are:

- Whether the use or development will support and enhance agricultural production.
- Whether the use or development will adversely affect soil quality or permanently remove land from agricultural production.



- The potential for the use or development to limit the operation and expansion of adjoining and nearby agricultural uses.
- The capacity of the site to sustain the agricultural use.
- The agricultural qualities of the land, such as soil quality, access to water and access to rural infrastructure.

Having regards to the relevant decision guidelines the following assessment is made:

- The proposal will be detrimental to the agricultural production of the land as it will fragment the quality agricultural land into an additional two allotments.
- The fragmentation of the medium quality agricultural land into two additional lots will lead to the permanent removal of this land from agriculture as it is likely that the proposed lots would be used for lifestyle purposes and not genuine agricultural uses.
- The possible introduction of two additional dwellings on the subject land will likely lead to a conflict between residential uses and surrounding agricultural 'as of right' uses.
- No detail has been provided by the applicant on how each proposed lot could sustain some form of viable agricultural use in its own right. The planning scheme seeks to encourage subdivision that supports sustainable agriculture and improves land management. The proposed development layout hasn't demonstrated any land management improvements.
- The subject land and each of the proposed lots would need accessing via Switchback Road. The increase in land holders running individual agricultural operations as a minimum would increase the traffic and usage of this road. Council's Development Engineer assessed the road and was only agreeable in consenting to the proposal following significant upgrades to the seven blind crests that exist along the relevant section of Switchback Road. Therefore at present the surrounding rural infrastructure must be viewed as inadequate. It must also be noted that should additional 'as of right' dwellings become permitted via a subdivision (no future planning permit required) then the road impacts would be increased and potential upgrades to any roadway conducted at Council's expense in future.

Having considered the relevant matters of the Farming Zone it is concluded that the proposed development does not meet the applicable decision guidelines tests of the zone and further is contrary to the purposes of the zone.

Planning Policy Framework and Local Planning Policy Framework

Both the Planning Policy Framework (formally entitled State Planning Policy Framework) and Local Planning Policy Framework seek to protect agricultural land and support the enhancement of agricultural industries. The relevant Planning Policy and Local planning policies are provided as Attachment A to this report. The following however is an assessment of the proposal against the relevant policies:

- The application fragments mapped medium quality agricultural land.



- The application is likely to lead to a proliferation of dwellings as two additional dwelling entitlements would be created as result of the proposed layout.
- Additional dwelling proliferation in the Farming Zone creates future land use conflicts and issues over 'right to farm'.
- The development has the ability to negatively impact the continuation of the neighbouring land holdings ability to farm should each proposed lot have dwelling developed on them raising the farmland price beyond what it worth on its agricultural merits.
- The application is not site responsive to the existing land forms and land usage such as fences, vegetation and waterway gully avoidance.
- The proposed new boundaries do not avoid an area of vegetation or make any attempt to work around waterways. As the existing land use is beef cattle grazing and no other use is proposed a scenario that creates small lots isn't able to be justified on agricultural grounds and consequently the development is unable to be supported.

Council's local policy highlights that agriculture is a key industry within the Shire and as such it should be protected and enhanced to ensure the economic well-being of the Shire.

The policy at Clause 22.03-2 states a number of objectives and policies of relevance in consideration of this application. The following is a response to the relevant provisions:

- The creation of two additional dwelling entitlements has the potential to create land use conflict between residential and agricultural land uses.
- The agricultural capability of the land will be impacted by the fragmentation of the medium quality agricultural land. The proposal hasn't demonstrated how the current or proposed land use will acceptably benefit from the proposal. Council is unable to accept the arguments of the lots if created won't be sold but will rather be borrowed against and facilitate multiple siblings of the owner's to have an ability to farm the land collectively. Justification must be land used based and not person or family specific as it is the land, never the person issued with a planning permit to develop.
- The proposed subdivision will not result in "clear improvement to farm efficiency and land management". Rather, it will fragment the land holding resulting in the potential for four different land management regimes. Policy heavily encourages and promotes the reduction in land fragmentation and therefore in the absence of acceptable justification for the proposed division it is Council's view that the land should either continue to be farmed as a whole or remain as a possible land holding addition to a surrounding agricultural property.



- The proposed subdivision will not result in more efficient land management practices as it will be managed by up to four individual entities as opposed to one or two as per the current lot layout. The greater the number of owners and land managers each working a land area split by Sandy Creek isn't considered an efficient land management outcome for the property.

Planning Permit History

In 1994 the former Shire of Myrtleford approved Planning Permit 1006MR94. This permit approved the re-subdivision of eight existing Crown Allotment parcels of land. The re-subdivision transferred the dwelling entitlements of these existing parcels onto six new lots located along Blackflats Road, with all the remaining land area left in two residual lots now forming the subject land for this application. Highlighted yellow within Figure 2 shows the location of the six lots created that are sized between 6ha and 3ha.

CONCLUSION

It is proposed to subdivide the subject land, which currently comprises of two existing lots, into four new lots:

- Lot 1 will 34 hectares in area and contain the existing dwelling;
- Lot 2 will be 48.4 hectares in area;
- Lot 3 will be 99.5 hectares in area;
- Lot 4 will be 40.57 hectares in area.
- The proposal is not supported by the relevant planning policy within the Alpine Planning Scheme for the following reasons:
- The proposal inappropriately seeks to fragments medium quality agricultural land.
- The proposal will create an additional two dwelling entitlements and this may create a conflict with surrounding agricultural land uses.
- The proposed subdivisional layout is not site responsive. It will require the creation of new boundary fences across fragile and substantial waterway gullies including vehicle crossings along with some impact on native vegetation.
- Reasoning given for the proposal are not applicable planning grounds as they centred around family succession planning being the reasons for further dividing the property and to also creation additional holding for bank lending solution in order to reinvest into agriculture. The planning system is not the appropriate mechanism to be used for the either succussion planning or improved lending capacity.
- No information has been provided on how each proposed lot will improve the agriculture land use and capability as required by planning policy.

Having considered the relevant provisions of the Alpine Planning Scheme it is recommend that a Notice of Refusal be issued for the proposed five lot subdivision.



DECLARATION OF CONFLICT OF INTEREST

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

- Director Corporate
- Senior Planning Officer

APPENDIX

- Appendix A – Planning Policy Framework and Local Planning Policy Provisions



APPENDIX A

Planning Policy Framework

The Planning Policy Framework (PPF) provides relevant direction to the proposal at Clause 14.01-1 Protection of agricultural land (See following link for full download: [Clause 14.01 Agriculture](#)), or applicable excerpts are shown below.

Objective

To protect productive farmland which is of strategic significance in the local or regional context.

Strategies

Ensure that the State's agricultural base is protected from the unplanned loss of productive agricultural land due to permanent changes of land use.

Consult with the Department of Economic Development, Jobs, Transport and Resources and utilise available information to identify areas of productive agricultural land.

Take into consideration regional, state and local, issues and characteristics in the assessment of agricultural quality and productivity.

Permanent removal of productive agricultural land from the State's agricultural base must not be undertaken without consideration of its economic importance for the agricultural production and processing sectors.

In considering a proposal to subdivide or develop agricultural land, the following factors must be considered:

- The desirability and impacts of removing the land from primary production, given its agricultural productivity.
- The impacts of the proposed subdivision or development on the continuation of primary production on adjacent land, with particular regard to land values and to the viability of infrastructure for such production.
- The compatibility between the proposed or likely development and the existing uses of the surrounding land.
- Assessment of the land capability.

Subdivision of productive agricultural land should not detract from the long-term productive capacity of the land.

Where inappropriate subdivisions exist on productive agricultural land, priority should be given by planning authorities to their re-structure.



Local Planning Policy Framework

Applicable local planning policy can be found in the Local Planning Policy Framework (LPPF) section. Clause 22.03-2 Agriculture (See following Link for full download: [Clause 22.03-2 Agriculture](#)) or applicable exerts are shown below.

Policy basis

Agriculture is a key industry in the Shire, its protection and enhancement is linked to the environmental and economic well-being of the Shire.

Objectives

- Protect the natural and physical resources upon which agricultural industries rely.
- Promote agricultural industries which are ecologically sustainable and incorporate best management practices.
- Prevent land use conflicts between agricultural uses and sensitive uses and ensure that use and development in the Shire is not prejudicial to agricultural industries or the productive capacity of the land.
- Ensure that the agricultural capability of the land is not threatened or reduced by inappropriate subdivision or fragmentation of landholdings.
- Ensure that the subdivision results in a clear improvement to farm efficiency and land management.

Policy

It is local policy that:

Agricultural Resources:

- Land capability and land suitability will be taken into account in the assessment of use and development proposals. Where relevant the findings of the Rural Land Mapping Project for the Shires of Myrtleford and Bright will be relied upon.
- Agricultural land will be protected as an economic and environmentally valuable resource. Conversion of land to non-soil based use and development will be strongly discouraged unless there is clear public benefit associated with the establishment of the proposed use such as a rural dependent enterprise that complements the agricultural production base of the Shire.
- The retention of the resource of agricultural land in productive units will be preferred and further fragmentation of land will be strongly discouraged.
- Use and development which alienates agricultural resources, is sensitive to off-site effects, lessens the capacity of essential infrastructure or in any other way may prejudice agricultural resources and agricultural production will be strongly discouraged.



Agricultural Practices:

- Sustainable agricultural industries which incorporate best management practice will be strongly supported.
- Intensive agricultural industries will be located and managed having regard to soil and water quality, the adequacy of infrastructure services and the location of sensitive use and development.
- Agricultural Development:
- Use and development of agricultural lands will ensure the long term sustainable management of the natural resources and environment that support the agricultural use of land.
- Use, development and subdivision, which is in support of sustainable agriculture and improved land management will be strongly supported.
- Applications related to alternative and/or intensive agricultural activities will be carefully assessed to ensure that conflict will not be created with traditional forms of agriculture or nearby residential areas.

**8.3.2 Planning Application 5.2018.188.1 - 2 Mathews Street Myrtleford**

Application number:	5.2018.188.1
Proposal:	Use and development of the land as a restricted recreation facility (Gym)
Applicant's name:	Mountain Planning
Owner's name:	Jim Broz
Address:	2 Mathews Street Myrtleford
Land size:	2157 square meters approximately
Current use and development:	Industrial warehouse
Site features:	The site is currently occupied by an existing industrial use that is to continue in conjunction with the proposed Gym. The site has two crossovers, which access the site from Jubilee Street and Mathews Street.
Why is a permit required?	Pursuant to Clause 33.01 of the Alpine Shire Planning Scheme a planning permit is required to Use and develop land in the Industrial 1 Zone for the purpose of a Restricted Recreation Facility (Gym)
Zoning:	Industrial 1 Zone (IN1Z)
Overlays:	N/A
Restrictive covenants on the title?	N/A
Date received:	9 November 2018
Statutory days:	90
Planner:	Robert Wallis

Cr Forsyth

Cr Pearce

That a Notice of Decision to grant a planning permit be issued for the Use and Development of the land for the purpose of a Restricted Recreation Facility (Gym) in accordance with the conditions outlined in Appendix 1a) and for the following reasons:

- 1. The proposal is consistent with the applicable Planning Policy Frameworks at both a state and local level.*
- 2. The proposal meets the purpose and intent of the Industrial 1 Zone (IN1Z).*
- 3. The proposal has been appropriately advertised to adjoining land owners and occupiers who have not objected to the proposal subject to conditions.*



4. *The proposal can be suitably and adequately conditioned to prevent detriment to surrounding owners which also addresses the concerns of the objector.*

Carried

PROPOSAL

The proposal relates to the development of land within the Myrtleford Industrial Estate for the purpose of a Gym. The gym is proposed to be staffed between 6am to 9pm Monday to Saturday, as well as having member access to the facility outside these hours.

The building is to be a Colorbond Industrial Shed with dimensions of 24m long by 20m wide. The wall height of the shed is to be 4.8m, with a maximum roof ridgeline of 5.8m. There is to be internal bathrooms and change rooms, with the rest of the space used for gym equipment and classes. Roller doors are proposed on the Southern and Northern sides. The development proposes eight on-site car parking spaces. There is also ample off-site car parking available kerbside throughout the industrial estate, should additional parking be required.

The report does not specify maximum number of patrons to be accommodated; however a condition will be added to the Planning Permit for a maximum of 40 people on-site at any time.

The images below show the proposed site layout of the building:



Figure 1: Shows the development layout on site.



SUBJECT LAND AND SURROUNDS

The subject site is located within the Industrial Estate of Myrtleford. The site is located in the North-Eastern pocket of the estate locating it some 50-60m away from the nearest residential housing to the East and South-East. The site is located on a corner and has dual access from Jubilee Street and Mathews Street. The site is also occupied by an existing Industrial warehouse used for the purpose of bus and vehicle storage. Figure 2 below shows the context of the site, and demonstrates the proximity of the land in relation to the residential areas close by.



Figure 2: 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 53 surrounding landholders and occupiers, based on proximity to the site. A sign was displayed on the subject land for a minimum period of two weeks. Two submissions were received; the reasons for objecting are as follows:

- Noise from the Gym will affect the nearby residential dwellings
- Access to the gym outside operating hours will create disturbing noise
- Openable roller doors will filter noise into the residential area
- The industrial shed will not be treated to reduce noise pollution
- In response to the main points raised in the submissions, the following steps have been taken in assessing the Planning Application:
- The applicant will need to prepare an acoustic report that requires treatment of the building in compliance with the requirements of the Environmental Protection Agency document "Noise in Regional Victoria" (EPA NIRV). (Condition 3)



- The roller doors must be moved to the Western side of the building to filter noise out towards the industrial area. (Condition 8)
- Landscaping must be planted along the Northern and Eastern sides of the building to screen some noise. This also will improve the aesthetics of the building from the street. (Condition 10c)
- Openable doors must only be open between 9am to 5pm to reduce noise from the building during non-business hours. (Condition 8)
- Use of the site for all purposes will be restricted between 6am to 9pm; no member access outside of these hours will be permitted. (Condition 7)
- Noise levels during the hours of operation must meet the EPA NIRV guidelines for day/evening/night levels. (Condition 7)
- As a result of communicating these necessary requirements to the two submission maker's in writing one submission was withdrawn.

REFERRALS

Referrals / Notice	Advice / Response / Conditions
Alpine Shire Engineering Comments	No objection subject to planning permit conditions. Conditions relate to Infrastructure detailed design, suitable provision of car parking, landscaping and upgrading of crossovers.

PLANNING POLICY ASSESSMENT

All applicable policy and decision guidelines can be found in Attachment 1(b).

Planning Policy Frameworks:

The Planning Policy Framework (PPF) that are relevant and give support to the proposal are as follows:

- Clause 13.05-1S - Noise Abatement
- Clause 13.07-1S - Land Use Compatibility
- Clause 15.01-2S - Building Design
- Clause 15.01-4S - Healthy neighbourhoods
- Clause 17.01-1S - Diversified economy
- Clause 17.02-1S - Business
- Clause 21.05-2 - Commercial and Industrial Economic Activity
- Clause 21.07-2 - Local Areas: Myrtleford (expanded below)



With regards to the Industrial area of Myrtleford, the Planning Policy's embedded in Clause 21.07 provide some guidance on considering applications in Industrial areas. Specifically, Clause 21.07 advocates to

"encourage light industrial development in McGeehan Crescent industrial estate with application of appropriate buffers to surrounding properties".

By adding conditions to the planning permit to screen the residential areas from noise output, the amenity of the residential properties along this zoning interface will be protected. As a result this important objective for the McGeehan Crescent industrial estate is addressed allowing development to be appropriately facilitated.

Zoning and land use

The subject land is within the Industrial 1 Zone (IN1Z). The development is consistent with the guidelines and intent of the IN1Z (see attachment 1(b)) for the following reasons:

- The use can be appropriately conditioned to manage noise impacts on nearby houses
- The site is appropriately serviced and accessible for the use of the land for recreation
- The use of the land for a gym will not disrupt the surrounding industrial uses
- The development of the land can be managed through landscaping and building conditions to manage the impact of noise on surrounding sensitive land uses.

Decision guidelines of the IN1Z that have been appropriately addressed are as follows:

- The Municipal Planning Strategy and the Planning Policy Framework, see clauses listed above.
- The effect that the use may have on nearby existing or proposed residential areas
- Interface with non-industrial areas.
- Built form.
- Landscape treatment.

Traffic management

Council's Engineering Coordinator reviewed the development and granted consent subject to conditions. Conditions related to the implementation of a satisfactory landscape plan, as well as suitably designed car parking on site. See condition listed attachment 1(a).

Noise pollution

As outlined above, concerns have been raised from surrounding residents about the levels of noise generated from daily use of the land. Conditions have been added to the permit to reduce the amount of noise impact on the nearby residential areas.



Noise in an industrial area like the Myrtleford estate is required to comply with the EPA guidelines for Noise in Industry in Regional Victoria (NIRV). Conditions added to the planning permit referencing the NIRV represent best planning practice in appropriately facilitating this development and land use. The proposed conditions will ensure the building to be constructed undertakes appropriate construction attenuation measures mitigating against future noise issues. The conditions also appropriately give if need be future coverage towards investigation any unlikely noise complaints. In brief these conditions ensure to guarantee that the amount of noise generated is similar to the current day-to-day use of the surrounding industrial land.

As the NIRV guideline requires night and evening noise levels to be significantly lower than during the day, a targeted noise and operation hours condition is proposed at number 7 to ensure the understanding of stronger limitation are applicable outside of daytime operation hours.

CONCLUSION

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

- The development of the land is in keeping with the Planning Policy Framework for economic development and appropriate land use.
- The use of the land is appropriate for an industrial area, and does not contrast with the day-to-day use of the surrounding land.
- Noise impacts from the land can be suitably managed by treating the proposed building, and by relocating doors and windows, as well as requiring additional landscaping.
- The development of the site suitably responds to the requirements of the Industrial 1 Zone (IN1Z).

DECLARATION OF CONFLICT OF INTEREST

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

- Director Corporate
- Senior Planning Officer
- Planning Officer

APPENDIX (S)

- 1(a) – General Conditions
- 1(b) – Policy and decision guidelines

**APPENDIX 1(a)****GENERAL CONDITIONS**

1. Before the use and/or development start(s), 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 show:
 - a. The location of all doors and windows on the site plan and elevations plan.
 - b. The positioning of roller doors and any semi-open areas to be on the Western side of the building to minimise noise impact upon the residential areas to the North-East and South-East.
 - c. The preparation of an acoustic report that meets the requirement of Condition 3.
 - d. A landscape plan that meets the requirements of Condition 10.
2. The layout of the site and the size of the proposed buildings and works must be generally in accordance with the endorsed plan which forms part of this permit. The endorsed plans must not be altered or modified (whether or not to comply with any statute statutory rule or local law or for any other reason) without the consent of the responsible authority.
3. Amended plans must be submitted to the satisfaction of the responsible authority. The amended plans must be accompanied by a report completed by a suitably qualified acoustic engineer that demonstrates the approved uses within the proposed premise are able to meet the relevant noise controls standards. The prescribed standard for the premise is Noise from Industry in Regional Victoria (NIRV) 2011. The prescribed standard must be met on an ongoing basis.
4. The use and development of the site must be managed so that the amenity of the area is not detrimentally affected, through the:
 - a. Transport of materials, goods or commodities;
 - b. Appearance of any buildings, works or materials,
 - c. Emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil;
 - d. Presence of vermin.
5. No external sound amplification equipment or loudspeakers are to be used for the purpose of announcement, broadcast, playing of music or similar purpose.
6. The number of patrons that can use the premises at any one time is restricted to a maximum of 40 people, unless otherwise approved by the responsible authority.



7. The use may operate only between the hours of 6am to 9pm, Monday to Saturday, and must integrate the EPA NIRV noise requirements for the following times:
 - a. Night noise levels from 6am -7am.
 - b. Day noise levels from 7am – 6pm.
 - c. Evening noise levels from 6pm - 9pm.
8. Any openable roller doors must only be opened for extended durations between the hours of 9am and 5pm.

ENGINEERING CONDITIONS:

9. Prior to commencement of use, detailed construction plans must be submitted to and approved by the Alpine Shire Council. Construction detail shall be generally in accordance with Council's Infrastructure Design Manual. When approved, the plans will be endorsed and will then form part of the permit.
10. Prior to commencement of use, a landscape plan to the satisfaction of the Alpine Shire Council must be submitted to and approved by the Alpine Shire Council and be in accordance with the requirements of the Infrastructure Design Manual. When approved, the plan will be endorsed and will then form part of the permit. The plan must be drawn to scale with dimensions and three copies must be provided. The plan must show:
 - a. A planting schedule of all proposed trees, shrubs and ground cover, which will include the location, number and size at maturity of all plants, the botanical names of such plants and the location of all areas to be covered by grass, lawn or other surface materials as specified;
 - b. Landscaping and planting within all open areas of the site.
 - c. Additional planting consistent with the trees shown on the submitted site plan to screen the proposed shed along the Eastern and Northern aspects.
 - d. Landscaping to consist of non-deciduous canopy trees with a mature height similar to the height of the proposed shed.
 - e. Canopy trees to be a minimum height of 1800mm at the time of planting.
 - f. Low landscaping should be planted between the canopy trees where possible to maximise landscaping potential of the site.

All species selected must be to the satisfaction of the Alpine Shire Council.
11. Prior to the commencement of the use, the landscaping works shown on the endorsed plans must be carried out and completed to the satisfaction of the responsible authority.



12. 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.
13. Prior to commencement of use, 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 to match into the surrounding profile.
 - 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 are to be concrete. Dimensions and construction detail are to be generally in accordance with IDM drawing SD250.
14. Prior to commencement of use, no fewer than eight car spaces must be provided on the land for the use and development including one for use by persons with disabilities or as otherwise approved. Disabled spaces are to be constructed in accordance with AS2890.6.
15. Prior to commencement of use, 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.

Prior to commencement of use, 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 all weather surface applied over an appropriate standard crushed rock pavement.
- b. Drained in accordance with an approved drainage plan;
- c. Line-marked to indicate each car space and all access lanes;
- d. Properly illuminated with lighting designed, baffled and located to the satisfaction of the Alpine Shire Council to prevent any adverse effect on adjoining land;
- e. 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;
- f. Provision of traffic control signage and or structures as required;



- g. 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.
16. Employer and 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 adjoining roads.
17. All car parking spaces must be designed to allow vehicles to drive forwards when entering and leaving the property.
18. 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 or footpaths from the subject land, to the satisfaction of the Alpine Shire Council.
19. A road opening/crossing permit must be obtained from the Alpine Shire Council prior to working in or occupying the road reserve with construction equipment or materials.
20. 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.
21. Unless no permit is required under the planning scheme, no sign must be constructed or displayed without a further permit.

EXPIRATION CONDITION:

22. This permit will expire if one of the following circumstances applies:
 - a. The development/use is not commenced within two years of the date of issue of this permit.
 - b. The development/use is not completed within four years of the date of issue 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 months of the permits expiry.



APPENDIX 1(b)

Planning Policy Framework

Applicable local planning policy can be found in the Planning Policy Frameworks (PPFs) section. Links to referenced sections of the PPFs can be found below:

Clause 13.05-1S - Noise Abatement:

http://planning-schemes.delwp.vic.gov.au/schemes/vpps/13_05-1S.pdf

Clause 13.07-1S - Land Use Compatibility:

http://planning-schemes.delwp.vic.gov.au/schemes/vpps/13_07-1S.pdf

Clause 15.01-2S - Building Design:

http://planning-schemes.delwp.vic.gov.au/schemes/vpps/15_01-2S.pdf

Clause 15.01-4S - Healthy Neighbourhoods:

http://planning-schemes.delwp.vic.gov.au/schemes/vpps/15_01-04S.pdf

Clause 17.01-1S - Diversified Economy:

http://planning-schemes.delwp.vic.gov.au/schemes/vpps/17_01-01S.pdf

Clause 17.02-1S - Business:

http://planning-schemes.delwp.vic.gov.au/schemes/vpps/17_02-01S.pdf

Clause 21.05 - Economic Activity:

http://planning-schemes.delwp.vic.gov.au/schemes/alpine/ordinance/21_mss05_alpi.pdf

Clause 21.07 - Local Areas: Myrtleford:

http://planning-schemes.delwp.vic.gov.au/schemes/alpine/ordinance/21_mss07_alpi.pdf

Zone

The subject land is zoned Industrial 1 Zone (IN1Z) pursuant to the Alpine Planning Scheme. The purpose of the zone and applicable decision guidelines can be found at the following link:

http://planning-schemes.delwp.vic.gov.au/schemes/vpps/33_01.pdf

General Provisions

Clause 65.01 of the Alpine Planning Scheme provides the decision guidelines for approving an application or plan. The decision guidelines of Clause 65 can be found via the below link:

http://planning-schemes.delwp.vic.gov.au/schemes/vpps/65_01.pdf



8.3.3 Domestic Wastewater Management Plan

File Number 1022.12.2

INTRODUCTION

This report provides for the adoption of the draft Domestic Wastewater Management Plan (DWMP) by Council.

Cr Keeble

Cr Roper

That Council adopt the Domestic Wastewater Management Plan.

Carried

BACKGROUND

Alpine Shire Council is committed to responsible and sustainable domestic wastewater management practices to protect the health of the community and the surrounding environment. Council is required to prepare a DWMP to fulfil its obligations with respect to Clause 32 of the State Environment Protection Policy (Waters of Victoria) and the *Environment Protection Act 1970*.

The DWMP deals with all domestic wastewater in the Shire, both within reticulated sewerage districts as well as areas that are serviced by onsite systems. Management of domestic wastewater is required to ensure that it does not pose a risk to human health or the environment, and that appropriate planning and design takes place for new systems or alterations to existing systems.

Legislation and Policies used to develop the DWMP were current at the time of the DWMP development. It is acknowledged legislation and State level policies may change during the life of the DWMP. While Council will incorporate changes to legislation and policy as best as reasonably practical when implementing actions within the DWMP, the DWMP will not be updated with such changes until a full review of the Plan is undertaken (currently three yearly).

ISSUES

The DWMP will be implemented through an Action Plan that covers the next three years. After three years, the DWMP will be reviewed. The main aims of the DWMP are to:

- Provide for risk based management of existing and future domestic wastewater systems to address potential health and environmental risks and facilitate appropriate planning outcomes
- Provide for a more informative and consistent approach to onsite wastewater system applications and permits
- Improve our understanding of how current wastewater systems are performing, to enable Council to ensure public health and environmental values are being appropriately managed



- Address gaps in our understanding of older wastewater systems across the Shire
- Validate and refine our understanding of 'high risk' areas across the Shire.

The DWMP deals with the following key action areas:

- Existing onsite systems (identification of issues and education for owners)
- Future onsite systems (planning and design to best practice standards)
- Sewer areas (ensuring connections are made to reticulated sewerage where appropriate, and supporting the establishment of clear sewerage districts).

The key action that will impact on the community is the wastewater system inspections. Council will implement an inspection regime across the Shire to examine existing systems, and gather data on the location, condition and type of systems. The inspections will be targeted to improve our understanding of the 'high risk' areas across the Shire, address gaps in our current information, and provide an opportunity to improve the community's understanding of wastewater system maintenance.

The cost of these inspections will be borne by Council. In the event that an inspection identifies a wastewater system that is failing with a risk to public health or the environment, owners will be required to fix the system at their own cost. This is no different to current requirements.

POLICY IMPLICATIONS

The adoption of the Domestic Wastewater Management Plan is required for Council to fulfil its obligations with respect to Clause 32 of the State Environment Protection Policy (Waters of Victoria) and the *Environment Protection Act 1970*.

This recommendation is consistent with the following Strategic Objective of the Council Plan 2017-2021:

- A well planned and safe community.

FINANCIAL AND RESOURCE IMPLICATIONS

The major cost of the DWMP will be the onsite wastewater system inspection regime, as well as minor costs associated with data migration and system upgrades. A budget allocation of \$20,000 is proposed for the implementation of the DWMP in 2019-20. It is anticipated that a similar amount will be proposed for each year over the first three years of the Plan to enable the inspections and other actions to be undertaken.

CONSULTATION

Extensive consultation occurred with key stakeholders in the preparation of the DWMP, namely Goulburn Murray Water and North East Water. These agencies will continue to be integral to the successful implementation of the DWMP, and ongoing consultation and liaison will be required.

Environmental Health has also undertaken internal consultation with Council's Planning, Local Laws, Building and Asset Maintenance departments.



The draft Plan was exhibited from 1 November 2018 - 21 December 2018, and included three evening drop-in sessions hosted by Council between 3 - 5 December held in Bright, Myrtleford and Mount Beauty. One submission was received during the exhibition time. In addition, three late submissions were received in January 2019, and a meeting was held with members of the Harrieville Community Forum on 7 February 2019 to discuss the plan.

As a result of this consultation and submissions, the following changes have been made to the draft DWMP:

- Inclusion of text in Section 3.2 to note that the Spatial Risk Assessment (Appendix 5) is largely based on desktop information, and as such it should not be solely relied upon for assessing risk. Rather, the Spatial Risk Assessment presents a starting point for more detailed analysis of risk for a particular site.
- Updates to wording on Harrieville under Sections 4.2 and 4.3, to further clarify that testing has not identified any water quality issues, and that significant data is available on groundwater in the area from various sources.
- Update to Section 4.2 to acknowledge that areas without reticulated sewer have more limited opportunities for future residential growth / business expansion, particularly in small towns such as Harrieville and Wandiligong. This is a result of the inherent environmental characteristics and constraints present in the Alpine Shire.
- Under Section 4.2 additional Action (new action 3, subsequent actions renumbered) included as a result of internal feedback. Action is to engage a consultant to undertake feasibility and design of a cluster waste water management system at the Harrieville Tailings area to facilitate further development of the area.
- Removal of Draft Section 4.6 - Managing High Risk Systems. Feedback indicates that the risk matrix used in this section is unclear. The key risk factors are included in Section 4.5 as existing, allowing the removal of section 4.6 without the need for further changes or replacement of the matrix.
- Update to Section 5.3 to acknowledge existing challenging sites in township zones and provide provision for appropriate development of these sites on a case by case basis ensuring best environmental outcome.
- Update to section 6.2 to better clarify requirement of North East Water liaison for reticulated sewer connections; and, to provide provision for new developments in sewer districts where connection to reticulated sewerage is not feasible.
- Minor grammatical and typographical changes.



CONCLUSION

The DWMP is required for Council to fulfil its statutory and regulatory obligations under Clause 32 of the State Environment Protection Policy (Waters of Victoria) and the *Environment Protection Act 1970*.

Importantly, the DWMP will, over time, provide Council with a clear understanding of the condition of onsite wastewater systems in the Shire, and validate our understanding of any risks posed to the environment or human health as a result of domestic wastewater.

DECLARATION OF CONFLICT OF INTEREST

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

- Director Corporate
- Manager Building and Amenity

ATTACHMENT(S)

- 8.3.3 Domestic Wastewater Management Plan



9 ASSEMBLY OF COUNCILLORS

INTRODUCTION

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

Cr Pearce

Cr Nicholas

That the summary of the Assemblies of Councillor for February 2019 be received.

Carried

BACKGROUND

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

Date	Meeting
5 February	Briefing Session
19 February	Local Laws submissions hearing

ATTACHMENT(S)

- 9.0 Assemblies of Councillors – February 2019



10 GENERAL BUSINESS

Nil

11 MOTIONS FOR WHICH NOTICE HAS PREVIOUSLY BEEN GIVEN

Nil

12 RECEPTION AND READING OF PETITIONS

Nil



13 DOCUMENTS FOR SEALING

Cr Pearce

Cr Forsyth

That the following documents be signed and sealed.

1. *Contract No. 1900201 in favour of Stadelmann Enterprises for the December 2018 Flood Damage Remediation Works.*
2. *Section 173 Agreement – Timothy Peter Wearne & Mariane Emilie Riffart
Crown Allotment 11 Section 16 Parish of Bright Volume 10618 Folio 043.
Condition 6 of Planning Permit 208.11.1 for use and development of a dwelling in Sidling Track, Wandiligong. The Agreement indicates that a whole farm plan be fully implemented and that the dwelling be decommissioned or demolished at the cessation of the whole farm plan unless an alternative agricultural use is proposed.*
3. *Section 173 Agreement – William and Cheryl Deuchar
Lot 3 on Plan of Subdivision 507343. Volume 10937 Folio 806. Condition 8 of Planning Permit 2018.86.1 for use and development of a second dwelling at 3392 Kiewa Valley Highway, Kergunyah South. The Agreement indicates that a farm plan be fully implemented and that the dwelling be decommissioned or demolished at the cessation of the whole farm plan unless an alternative agricultural use is proposed.*
4. *Section 173 Agreement – Hofbuild Pty Ltd
Crown Allotment 8 and 8A Section D Parish of Bright. Conditions 9 and 13 of Planning Permit 2017.130.2 for Eleven Lot Subdivision and Removal of Native Vegetation. The Agreement provides for ground level requirements, industrial uses and restrictions; conditions to mitigate noise impacts from the adjacent industrial land and future dwellings on corner allotments designed to address both street frontages. The Agreement is for the purpose of an exemption from a planning permit for Bushfire Management Overlay and bushfire protection measures as set out in the Bushfire Management Plan.*



**5. Section 173 Agreement – John Matthew Stone & Leanne Mary Stone;
Frances Mary Lindley Jones & Lindley Rose Jones**

Lot 1 on Title Plan 91166 & Lot 7 on Lodged Plan 54254. Condition 20 of Planning Permit 2016.119.1 for Construction of Five Dwellings and Five Lot Subdivision and Variation of an Easement at 12-14 Kiewa Crescent, Mount Beauty. The Agreement states that the development of the subject land will be in accordance with approved plans forming part of this permit or any amendment to the plans approved by the Responsible Authority.

Carried

There being no further business the Chairperson declared the meeting closed at 7.58p.m

.....
Chairperson



MUNICIPAL HEATWAVE PLAN



DOCUMENT UNCONTROLLED WHEN PRINTED

During, or in preparation for a pre-emptive emergency declaration, an electronic version of this plan can be sourced through the MECC, MERO, MRM or via CrisisWorks.

DOCUMENT CONTROL

Endorsed by: Council	Date endorsed: April 2019	Next review date: April 2022
Directorate: Assets	Department: Asset Maintenance	Contact officer: Emergency Management Coordinator

Endorsement and Adoption

This plan was adopted by the Alpine Municipal Emergency Management Planning Committee at their meeting on:

On 20 of February 2019

Signed



Chair Cr. Ron JANAS

This plan was endorsed by Alpine Shire Council on:

On _____ of _____ 2019

Signed _____

CEO, Charlie BIRD

Alpine Shire Council

Version Control table

Version Number	Date of Issue	Author(s)	Brief Description of Change
Version 1	06/03/2012	John Boal	Doc development
Version 2	05/02/2019	Karen van Huizen	Complete review and rewrite in line with the State Heat Plan, including addition of heat threshold and change in Lead agency and update of communication plan

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1 WHAT IT IS ALL ABOUT

In the past, people in Alpine Shire have dealt with prolonged periods of heat using a common sense approach. Our Council and other local organisations have used a variety of informal systems during summer to reduce the effects of heat especially on those at risk to heat illness. These have included 'Sunsmart' policies, the use of air-conditioners, flexible working hours and passing on temperature forecasts.

As we face a future with an increased likelihood of hot weather, it is important that the Alpine Shire Council develops, maintains and implements a municipal-wide approach to dealing with heatwave events. Our plan provides a framework of support to our local community and vulnerable population groups so we can be better equipped to handle more intense and frequent heatwaves.

The *State Heatwave Plan 2015* sets out arrangements to ensure an integrated and coordinated approach to the management of heat events, so as to reduce the impact and consequences of heatwaves on the community, infrastructure and services. It sets out responsibilities, a collaborative approach to be taken by government and emergency management agencies, and planning and arrangements to be made by functional sectors of government and industry to prepare for a heat event in order to reduce its impact on the community, infrastructure and services.

The *Alpine Shire Council Heatwave Plan* is also underpinned by a long term approach by Alpine Council, in partnership with stakeholders and neighbouring shires, to reduce the scale of climate change and decrease its overall impact on the local environment.

The *Heatwave Plan* has been written to:

- Be read in conjunction with the Municipal Emergency Management Plan (MEMP)
- Be consistent with departmental guidelines and other Council planning frameworks;
- Outline health, community and emergency service actions and response arrangements to heatwave alert;
- Identify vulnerable persons within the Alpine community;
- Propose a clear communication strategy to initiate alert, response and recovery phases of the plan;
- Describe key stakeholder roles and responsibilities; and
- Promote a community awareness and education component.

2 WHY WE NEED A HEATWAVE PLAN

Local councils in Victoria are required to prepare heatwave plans to support their local communities to adapt to heatwave conditions. By developing our own plan, we can use our understanding of local conditions and resources to better prepare for, respond to and recover from heatwave conditions.

High temperatures can seriously impact on the health of people in our shire, especially the very young, the elderly, people with chronic disease, those with a disability, on medication or working outdoors, tourists and farmers. We need to be well prepared in advance to make sure our community has the necessary tools to cope in times of extreme heat.

Projected climate change impacts for the region indicate increasing frequency and duration of heatwaves in the future

By having a *Heatwave Plan*, we can:

- Ensure that health information and support is readily available to our community;
- Increase the capacity of our community to respond during heatwaves;
- Manage a heatwave emergency more effectively; and
- Develop long term changes in our behaviour to improve our health and wellbeing.

The aim of our *Heatwave Plan* is to:

- Support the Alpine community to prepare-for, respond-to and recover-from heatwave conditions.

We will achieve this by:

- Identifying vulnerable population groups in our community and the risks they face during heatwaves;
- Developing partnerships with local organisations to better coordinate a response to heatwaves;
- Outlining effective strategies and actions to implement in the event of a heatwave; and
- Building practices to evaluate the ongoing effectiveness of the plan.

3 HEATWAVE PLANNING

All Victorian councils are required to strive to meet the goals outlined in the *State Heat Plan November 2015* which is a sub plan of the *State Emergency Response Plan (SERP)*. These goals include:

- Councils to activate their heatwave plans upon receipt of a Health Heat alert (see heat threshold diagram page 11) from the Chief Health Officer from the Department of Health and Human Services. This will include enhanced actions from the pre-heatwave phase;
- Contact at-risk Victorians, on the Vulnerable Person's Register (VPR), to ensure their safety and wellbeing during a heatwave; and,
- Use local media and community services networks to inform and convey important information and advice on staying healthy in the heat to the Alpine shire community.

The *Alpine Shire Council Heatwave Plan* is a sub plan of the *Municipal Emergency Management Plan (MEMP)* and is used by Council and its partners in planning-for and responding- to heatwave conditions. It has clear links to the *Alpine Shire Liveability Plan* and the *Council Plan*.

The plan has been developed using the general principles of emergency management as a guide to planning, preparation, response and recovery under the Victorian Government legislative framework relating to heat events detailing the different areas across government and the health and community sectors. This includes:

- *Emergency Management Act 1986;*
- *Planning and Environment Act 1987;*
- *Local Government Act 1989;*
- *Public Health and Wellbeing Act 2008;*
- *Emergency Management Act 2013; and,*
- *Climate Change Act 2017.*

A Community Emergency Risk Assessment (CERA) has been completed for heatwaves with a residual risk rating of high which requires a plan. For further detail refer to **section 4.4** and in **4.4.3** of the *Alpine Shire Council Municipal Emergency Management Plan*.

4 WHAT OUR COMMUNITY LOOKS LIKE

Our Setting

The Shire of Alpine is, three and a half hours from Melbourne, one hour from Wangaratta and an hour and twenty minutes from Albury/Wodonga.

Alpine adjoins the following municipalities:

- Indigo Shire Council to the north
- Towong Shire Council to the northeast
- Rural City of Wangaratta to the west
- Wellington Shire Council to the south
- East Gippsland Shire Council to the southeast

The shire is 92% public land which includes Mt. Buffalo National Park and large tracts of the Alpine National Park. The remaining 8% of land consists of towns, villages and farming land in the major river valleys: Ovens, Buffalo and Kiewa valleys. Our economy relies on its tourism and agricultural base and its regional association with Wangaratta.

Our Population

Alpine Shire had a population of 12,131, at the time of 2016 ABS, which in the peak period of Autumn, Spring and Summer, grows up to 25,000 people. The population predominantly live in the townships of Bright, Myrtleford and Mt. Beauty, whilst the remaining population live in the smaller townships and villages of: Tawonga, Tawonga South, Dederang, Dinner Plain, Porepunkah, Harrietville, Wandiligong, Eurobin, Falls Creek, Mt Buffalo and Mt. Hotham.

Currently, the Shire population comprises of:

- An ageing population with 20.5% of the population aged over 65 years or over.
- A significant proportion of young families and tree changers.
- 60% choosing to live in the major towns of Bright, Porepunkah and Myrtleford.
- A proportion of peri-urban people who commute to Wangaratta or Albury-Wodonga.

Our Lifestyle

The natural environment has a significant influence on our lifestyle. It contains a wide range of natural environments including Victoria's highest peak, Mount Bogong (1986 metres) and several others over 1800 metres. The broad, undulating Bogong High Plains and part of the Dargo High Plains are also major features of the Shire and include some spectacular landscapes along with Mt Buffalo. The valleys are separated by hills which rise approximately 600 metres above the valley floor with two major (bitumen) roads and numerous 4WD tracks connecting the two valleys.

The area supports a wide variety of vegetation types with many species being rare or endangered and has four distinct seasons that attracts many visitors to the area. Many

residents and visitors enjoy an outdoors lifestyle, in nature, skiing, swimming, cycling, at food and wine or arts and cultural events.

Alpine has significant cycling opportunities linked to many walking tracks, great for a picnic in the warmer months, bushwalking, cycling, hiking, bird watching and photography. Winter and summer outdoor sports are very popular within the Alpine Shire such as snowboarding, gliding and paragliding.

Alpine has strong vibrant communities, which is a backdrop for many community events and celebrations. There are approximately 130 events each year involving one or more outside activities that attract thousands of locals and visitors. As well as tourism, the Region is also a national leader in the provision of snow resorts, production of tree nuts and peppermint oil, sites for hang gliding, paragliding, and a State leader in growing hops, softwood timber, and apples.

Alpine residents have access to a variety of services, healthcare and education around the shire. Some residents commute to Wangaratta or Albury/Wodonga for work, shopping, sporting and entertainment such as, shows and music events.

Our Climate

The Alpine shire has four distinct seasons. The air temperatures ranging from a minimum of 11.6°C to a maximum of 29.5°C in February and ranging from minimum of 1.5°C and a maximum of 12°C in the July. The highest recorded maximum was 40.7 °C in the month of February and the lowest recorded minimum was -7.8 °C in the month of June. Frosts can occur in Alpine between April and October.

On average there is 1178mm of rain per year with the winter months receiving approximately twice the summer rainfall. Generally August is the wettest month and February is the driest month. The highest rainfall recorded was 142mm in the month of August and the lowest recorded was 2mm of rainfall in the month of March. Climate projections indicate a hotter, drier future with increasing daily mean temperatures.

5 HOW HEATWAVES AFFECT THE ALPINE SHIRE

In January 2014, Victoria experienced a significant heatwave. In terms of intensity and duration it was similar to the extreme heat recorded in January 2009, where the Alpine Shire, along with the rest of Victoria, experienced temperatures among the highest ever recorded. The Chief Health Officer estimated that 374 additional deaths occurred state-wide during this heatwave. Our shire also experienced heat of unprecedented intensity and duration with maximum temperatures.

Research tells us that climate change is expected to increase the frequency and intensity of such heatwaves in our area. During the last decade, average temperatures in our region have been recorded as 0.5°C warmer than the 30 year (1961 to 1990) average. The future climate of our area is expected to be hotter and drier than it is today. By 2030, average annual temperatures will be around 0.9°C warmer and the number of hot days (days over 30°C) will continue to increase.

Statistics also show a decline in the region's rainfall over the past decade. Between 1998 and 2007, our average rainfall was 12% below the 1961 to 1990 average. There were 18 fewer rainy days recorded each year on average. It is predicted that the number of hot days will continue to increase and rainfall totals will continue to drop. As these predictions in relation to climate change are that extreme weather events will occur more frequently and severely in the years to come, we have a duty to ensure that all residents and services of Alpine are well prepared to protect the most vulnerable members of our communities during such events.

Alpine Shire's diverse landscapes and climate make it vulnerable to drought, bushfire and heatwave conditions. High temperatures in the Alpine area typically correspond to low humidity values because the prevailing winds originate from the dry inland parts of the state. While more humid conditions can exist when the air temperature is closer to 30°C and can provide some degree of discomfort, such days are not generally associated with heatwave conditions. As a result, for Alpine the air temperature alone can provide a reasonable measure of heat stress.

Very hot days are usually associated with hazardous fire weather conditions in the region. The fire threat is increased when thunderstorms develop causing lightning that provides the ignition for fires. This is particularly the case when thunderstorms cause little or no rain, as is sometimes the case in our shire. Following the bushfires of February 2009, Alpine Shire Council received funding from a number of State Government agencies to rebuild those communities affected by the fires.

The *Alpine Shire Council Heatwave Plan* is underpinned by the Alpine Shire Council *Climate Change Action Plan*. Alpine Shire Council also works in partnership with the North East Greenhouse Alliance, to reduce the scale of climate change and decrease its impact by adapting the built environment. The *Greenhouse Action Plan* was adopted by Council in 2009 and outlines Council's commitment to realising a 20% reduction target for greenhouse gas emissions on the 2005/2006 baseline data. Long term planning would seek Council to:

- Reduce emissions from its office and field operations;
- Reduce emissions associated with public assets and ensure infrastructure is adequate;
- Set an example within the community as a leader of sustainable practice; and
- Regulate land use and development to ensure the effects of climate change are considered in new developments.

6 HEATWAVE THRESHOLDS

The Alpine heatwave plan is activated by Council when temperatures forecast are likely to impact on the health of the community. The plan will be activated when a heatwave forecast by the BOM or when the Chief Health Officer issues a Heat Health Alert.

A **heatwave** is a complex phenomenon resulting from a certain combination of temperature, humidity, air movement and duration. Heatwaves can mean different things to different people, with thresholds changing according to demographic and geographic circumstances.

The Bureau of Meteorology (BOM) national definition of a heatwave is three or more days of unusually high maximum and minimum temperatures in any area. The forecast uses local climate averages, and examines how the temperatures have changed over the past 30 days.

A **Heat Health Alert** is issued by the Chief Health Officer on any day where forecast heatwave conditions are likely to impact on human health. Various heat or thermal comfort indices have been developed to evaluate heat-related stress combining air temperature and humidity, and in some cases, wind and direct sunlight.

In Alpine the "heat health temperature threshold" is set at a mean temperature of 32°C, over a 24-hour period, which is determined by calculating the daily maximum temperature and the overnight minimum and dividing them by two. An example of how this calculation made is:

Tuesday	Wednesday	AVERAGE CALCULATION FOR TUESDAY (45 + 26) / 2 = 35.5°C
Min: 23°C	Min: 26°C	
Max: 45°C	Max: 31°C	

With a threshold for the Alpine Shire of 32°C, the temperature forecast indicates that the threshold will be exceeded. This will result in a declared day of high heat.

The above calculation should be used to calculate the mean temperature of everyday within a seven day forecast which is available on the BOM website:

www.bom.gov/weather/vic/maps/vic-forecast-map-7-day.shtml

7 HOW HEATWAVES AFFECT OUR HEALTH

As temperatures rise, so does the risk of a heat related illness, a medical condition that results from the body's inability to cope with heat and cool itself. If left untreated, a heat illness can lead to serious complications, even death. Heat kills more people than fires, tornadoes, hurricanes, lightning and flash floods – combined.

Heat related illness can make people feel uncomfortable, not so much because they feel hot, but rather because they sense how difficult it has become to lose body heat at the rate necessary to keep their inner body temperature close to 37°C. The body responds to this stress progressively through three stages.

STAGE	SYMPTOMS	WHAT TO DO
1 - Heat cramps	Muscular pains and spasms in the abdomen, arms or legs.	Stop activity and sit quietly in a cool place, increase fluid intake, rest a few hours before returning to activity, seek medical help if cramps persist.
	This is an early signal that the body is having trouble with the heat when the body gets depleted of salt and water	
2 - Heat exhaustion	Cold, clammy and pale skin and sweating, rapid heart rate, muscle cramps, weakness, dizziness, headache, nausea, vomiting, fainting.	Get the person to a cool area and lay them down, remove their outer clothing, wet their skin with cool water or wet cloths, seek medical advice.
	Blood flow to the skin increases, causing a decrease of flow to the vital organs. This results in mild shock. If not treated the victim may suffer heat stroke.	
3 - Heat stroke	Same as heat exhaustion with – dry skin with no sweating, mental condition worsens, confusion, seizure, stroke-like symptoms or collapsing, unconsciousness.	Call an ambulance immediately, get the person into a cool area and lay them down, remove their clothing, wet their skin with water, fanning continuously. Position an unconscious person on their side and clear their airway.
	This is life threatening. The victim's temperature control system, which produces sweating to cool the body, stops working. The body temperature may exceed 40.6°C potentially causing liver, kidney, muscle, heart, brain damage and death if the body is not cooled quickly.	

High temperatures are linked to:

- An increase in hospital admissions relating to heat stress, dehydration, or as a result of heat exacerbating existing conditions;
- Increased rates of certain crimes particularly those related to aggressive behaviour such as homicide;
- Increased number of work-related accidents and reduced work productivity; and
- Decreased sport's performance.

Prevention

To help prevent the onset of a heat related illnesses, people in Alpine Shire are advised to:

- Carefully monitor the temperature and humidity outdoors, and plan activities and work hours accordingly by scheduling outdoor activities during cooler parts of the day;
- Stay in the shade or indoors in a cool location as much as possible;
- Drink plenty of water to replace fluids lost through sweating;
- Use a spray bottle to keep cool by misting;
- Wear lightweight loose-fitting and light-coloured clothing;
- Protect from the sun by wearing a hat and sunglasses, and using an umbrella;
- Avoid physical activities like sport, renovating and gardening; and
- Eat smaller meals more often and cold meals such as salads.

General care for heat emergencies includes cooling the body, giving fluids and minimising shock.

8 RECOMMENDED COOL AREAS

In the event of a heatwave it is recommended the public source cool areas. Easily accessible areas include public swimming pools, libraries, some community centres, local shopping areas. Council may identify and consider opening additional community spaces for people to attend to escape from the heat and may consider extending pool operating hours.

Recommended cool areas, including the local pool opening hours, will be advertised by the council through the council website, the local newspaper, radio and other social networks.

On high heat days, residents may elect to take a day trip to the nearest regional city, where there are places to stay out of the heat such as shopping centres, cinemas etc. and remain in touch with family and friends, especially, if this coincides with their decision to leave on days of high bushfire danger.

9 PEOPLE MOST AT-RISK TO HEATWAVE CONDITIONS

Although anyone can suffer from the effects of prolonged periods of heat at any time, some people are at greater risk than others. Those most vulnerable include the elderly, infants and young children, people with a disability, people with a pre-existing medical condition and people who are socially and economically disadvantaged. Other groups at risk to heat include people who are overweight, people who overexert during work or exercise and people confined to bed and unable to care for themselves. While the *Alpine Shire Heatwave Plan* plans for a whole-of-community response, it particularly considers “those aged above 65 years of age, children between 0 and 4 years of age, people with chronic disease, those with a disability, on medication or working outdoors, tourists and farmers.

Our elderly

Elderly people in our community are more prone to heat stress for several reasons.

- Elderly people do not adjust as well as young people to sudden changes in temperature.
- They are more likely to have a chronic medical condition that upsets normal body responses to heat.
- They are more likely to take prescription medicines that impair the body's ability to regulate its temperature or that inhibit perspiration.

Alpine's population, like most parts of Australia, is ageing. Between 1996 and 2006, the numbers of people aged 65-and-over increased by 329 that is from 13.2% of the population in 1996 to 14.3% in 2006. This ageing trend is projected to continue, but at a higher rate as the baby boomers enter old age. Between 2006 and 2026 Alpine's population aged 65-and-over is projected to increase from 2,198 to 4,839. By 2026, 27.1% of the population is projected to be 65-and-over. The number of people aged over 85 is projected to double from 2006 to 2026 in our shire.

Our young children

Young children are sensitive to the effects of high temperatures because they produce more metabolic heat than adults and rely on others to regulate their environments and provide adequate liquids. Their core temperature can rise quickly causing dehydration. We need to watch our children carefully in times of prolonged heat as they can succumb to heat illness in a very short period of time.

Although numbers are projected to fall in the next few years, we still have a significant share of families with young children in our shire. At present children aged 0 to 4 years comprise 5.48% of our total population. They are catered for by six Maternal and Child Health centres located across the shire and have access to a range of children's services including child care centres, family day care, kindergartens, preschools and playgroups.

People with chronic disease

Virtually all chronic diseases present a risk of death/illness due to heat. The Alpine Shire has a high rate of some chronic diseases when compared with the rest of Victoria.

The leading main disease groups contributing to the burden of disease in Alpine Shire include:

- Cancer;
- Cardiovascular disease;
- Dementia; and,
- Diabetes.

Other groups with chronic disease at increased risk of illness and death associated with heat include people with mental illness. Dehydration can cause stress on the heart, known as cardiac stress.

The prevalence of chronic disease and modifiable chronic disease risk factors have increased over time, in conjunction with increases in life expectancy. As the population ages, the number of people with a chronic disease in the Alpine shire is expected to increase. This presents a significant challenge to the health system with important implications for the future health and wellbeing of the population in periods of extreme heat.

People with a disability

Some people with a disability can be affected by heat because their body may not be able to regulate body temperature. This means the body may not be able to lose heat through skin by sweating or by having blood flow to the surface of the skin which helps the body to cool down. Also excess fat or wearing too many clothes can cause heat stress. Dehydration or not drinking enough water also can cause heat stress as there may not be enough fluid in the body to facilitate sweating.

A person with cognitive impairment, whether from disease or injury, may not be able to communicate distress or need for water. In some cases, they may not even “feel” the heat or discomfort because of changes in the brain’s abilities to process sensory information or regulate their body’s responses to heat.

People on medication

Some medications increase the risk of heat stress. This varies according to the medication, for example:

- Antidepressants, antihistamines (allergy medicines), anticonvulsants (seizure medicines), phenothiazine and anticholinergics (used for some psychiatric conditions) act on an area of the brain that controls the skin’s ability to make sweat;
- Beta blockers and vasoconstrictors (heart tablets) reduce the ability of the heart and lungs to adapt to stresses including hot weather;
- Amphetamines (stimulants) raise the body’s temperature;
- Diuretics (fluid tablets) act on the kidneys and encourage fluid loss. This can quickly lead to dehydration in hot weather; and,
- Opioids and sedatives can reduce the person’s awareness of physical discomfort, which means symptoms of heat stress may be ignored.

People who are outdoors

Many people in Alpine Shire work or play outdoors in hot conditions, irrespective of the weather. Air temperature, radiant temperature, air velocity, humidity, clothing and activity are recognised as factors that interact to determine heat stress. Anyone having to work or play outside in hot weather without appropriate protection, particularly if this involves heavy physical activity, is at increased risk of suffering health effects from heat. Therefore, certain occupational and sporting groups need to be informed about possible measures to prevent heat stress, how to recognise heat stress, heat exhaustion and heatstroke, and what to do. Effective management systems for ensuring the health and safety of workers and sports people (especially children) must be in place.

Our tourists

In heat events, dehydration and heat stress can be a risk, particularly for non-acclimatised people. North East Victoria attracts 1.3 million domestic overnight visitors per annum, many of them in the summer months. Whilst the Alpine Shire is recognised as a great place to visit, as visitor numbers increase over summer, additional pressure can be placed on the capacity of health and safety services to meet the needs of visitors if they suffer from heat related illnesses. Simple messages need to be given to our tourists on very hot days such as:

- When it's hot, it's time to slow down and drink lots of water;
- Wear a broad-brimmed hat and cool loose clothes which "breathe";
- Use sun screen and carry copious supplies of water (drink around 500 ml before leaving your accommodation, then 200-300 ml every 15 minutes); and
- Reduce exercise in duration and intensity, or postpone to a more suitable, cooler time.

Our farmers

Prolonged periods of hot weather can have far-reaching effects on our farmers. Because farmers generally work outdoors, they are at an increased risk of heat stress. Research tells us that during heatwave conditions there are higher numbers of work-related farm accidents and reduced work productivity, yet increased workloads and higher levels of stress for farming families. Deterioration of water supplies, along with drought and bushfire threat, can further add to difficult and expensive summers for our farmers.

Agriculture contributes to the shire's economic base and employs around 550 persons. There are approximately 2,100 rural rated properties in the Alpine Shire, however, many are less than 200 hectares in area and are small, hobby farms. Some of these farming communities are situated in isolated geographic locations away from services and supports.

Likely impacts

The risks for all vulnerable groups during heatwaves are dehydration and heat related illness. Particular concern during days of high heat are for those living alone and/or disconnected from services and networks, and increased workloads and stress levels for health service staff.

10 OTHER EFFECTS OF HEATWAVES

Extreme heat rarely occurs in isolation. Infrastructure failure or other natural emergencies can add another level of demand on a community and services. For example, power outages will impact on people's ability to run air-conditioners; bushfires will increase vulnerability by reducing air quality; and public transport disruptions will hinder people's ability to reach a cooler location.

Energy

During a heat event, the demand for electricity can exceed the available supply and unplanned power outages may occur. Electricity distributors such as AusNet Services register addresses of power dependent people (life support customers). Customers who depend on electricity for life support equipment must have a back-up plan for loss of power and should inform their supplier during a power outage to ensure immediate relief is provided.

Water

Heat events can cause an increase in the demand for water services, particularly drinking water. Concurrent risks can occur to distribution and treatment when power supply is also lost. Local water authorities put measures in place to ensure all agencies plan and are coordinated for an event by rescheduling of works, monitoring of water systems, repairing broken mains, and providing alternative water sites and alternative water supplies.

Animals

Animals must be cared for in a heat event. The *Alpine Shire Municipal Emergency Animal Welfare Plan* outlines the responsibilities, interactions and activities provided to ensure animals are cared for during days and extended periods of high heat.

11 OUR PARTNERS

The Alpine Shire Council in partnership with the Emergency Management Commissioner (the Incident Control agency in a heatwave event) will provide key messages and important information on heatwaves, consistent with the Chief Health Officer's public health messages and communication resources to residents over the summer period. The council outlines how these messages are distributed, disseminated and worded in the *Heatwave Action Plan* – Appendix 2

Council is working alongside stakeholders from within the targeted sector groups in the Alpine community to act as key partners in the *Heatwave Plan*. We have partnered with government, private sector, service provider and community group organisations that represent especially our affected vulnerable communities of the very young, elderly, those with chronic disease, a disability, on medication or working outdoors, tourists and farmers. These partners include:

ALPINE SHIRE PARTNERS

- Alpine Health Service
- Emergency Services - VicPol, SES, CFA, Ambulance Vic & RedCross
- Gateway Health
- Local Sporting Groups using Council facilities
- Local preschools, playgroups and childcare centres
- Department of Health and Human Services (DHHS)
- Department of Environment, Land , Water & Planning (DELWP)
- Educational Institutions
- Alpine Shire Council Customer Service Centre
- Bright Visitor Information Centre
- Myrtleford Visitor Information Centre
- Mt Beauty Visitor Information Centre
- Ausnet Services
- Identified vulnerable community groups – Senior citizens, U3A

Partner's role in Heatwaves

Each of the key partners has an important role to play in the event of a declared heatwave. Their responsibilities are summarised in the action plan. Alpine Shire Council has consulted with stakeholders and identified four areas of priority considered by partners as crucial to the development of an effective heatwave plan. They include:

1. The formulation of localised plans and interventions based upon sound research and results of community consultation;
2. The targeting of vulnerable groups and the building of networks within the community; and
3. Health promotion and community education.
4. Encouraging resilience.

12 WHAT WE ARE GOING TO DO

To be better prepared for and responding to heatwave conditions during the summer months Alpine Shire Council is going to:

- Include heatwave preparation, response and recovery into existing municipal plans including the Business Continuity Plan;
- Make use of existing community registers;
- Promote the use of cool areas around the shire;
- Use community service organisations to support vulnerable populations;
- Engage in a communication and media campaign using heatwave messages consistent with Department of Health & Human Services materials; and
- Respond to state activated heat alert system in a planned and considered way.

Our action plan

Our action plan is not just about responding to a pending heatwave; instead, it provides guidance all-year-round as we prepare our community in advance for very hot summers. Our actions then can be divided into three stages.

- **Stage One:** Pre summer preparation
- **Stage Two:** During summer prevention
- **Stage Three:** Heatwave response

Each stage is characterised by a set of key actions shown below:

<p>Stage One</p> <p>Pre summer preparation</p> <p>Sept 1 to October 31</p>	<ul style="list-style-type: none"> • Implement Heatwave Awareness Campaign (April to Nov) • Identify vulnerable groups and update community registers • Identify cool areas and access to water • Engage key stakeholders
<p>Stage Two</p> <p>During summer prevention</p> <p>November 1 to March 31</p>	<ul style="list-style-type: none"> • Implement Heatwave Awareness Campaign (Dec to March) • Advise key stakeholders of roles and responsibilities • Identify cool areas for possible use • Monitor Bureau Of Meteorology thresholds for Alpine Shire
<p>Stage Three</p> <p>Heatwave response</p>	<ul style="list-style-type: none"> • Alert key stakeholders to enact specific actions • Ensure agencies supporting VPR are aware of activation • Advertise cool areas • Inform Emergency Management Team • Monitor Bureau Of Meteorology reports • Participate in Regional Emergency Management Team meetings as required

Further details of how these actions are enacted are found in Appendix 2 – *Heatwave Action Plan*.

What we do in Stage 1

Heatwave Awareness Campaign

Alpine Shire Council will use the key health messages recommended by the Department of Health & Human Services to prepare the general public and vulnerable groups in the community for the upcoming summer. The campaign will involve simple, specific tips around how to prevent and identify the symptoms of heat-related illness and provide advice on the appropriate actions to take if a person exhibits signs of a heat-related illness.

As older people and young children have been identified as a vulnerable group during heatwaves, messages and resources will be used to particularly target people 65 years or older and their carers; and parents with young children. Alpine Shire Council will use the electronic templates made available from the department and will distribute them through community services and organisations. A range of materials such as posters, brochures, drink bottles and fridge magnets will be made available during this time. It will be a stand-alone campaign so that mixed messages are not relayed.

Identify vulnerable groups and update community registers

Support agencies who interact directly with vulnerable clients will be encouraged during Stage 1 to maintain, as part of their individual care and response plan, a community register within their organisation or group. The registers will provide an opportunity to share public health information about heatwaves and heat-related illnesses to those who have enrolled voluntarily. In the event of a declared heatwave, Council will phone support agencies for high risk people on the VPR, activate any known community phone trees and email databases to share the heatwave alert.

Identify cool areas

During Stage 1, Council will seek out cool places across the shire where people can easily get to in the event of a heatwave. These areas could include swimming pools, air conditioned public spaces, school buildings, libraries, neighbourhood houses, community centres and shops.

Engage key stakeholders

Successful implementation of our *Heatwave Plan* is dependent upon key stakeholders understanding their role in the event of a declared heatwave in the shire. Stakeholders will have different responsibilities according to the stage of the plan and context of the heatwave conditions. They will be reminded of these in Stage 1. Key stakeholders are encouraged to have their own heatwave plans where possible and appropriate.

What key stakeholders can do in Stage 1

In Stage 1, key stakeholders will be advised by Council to consider:

- Revisiting their actions from the previous summer and evaluate their levels of effectiveness;
- Meeting with other stakeholders to revise and amend key heatwave messages and actions;
- Updating their community registers;
- Participating in Council's Heatwave Awareness Campaign;
- Educating any staff of key heatwave messages; and
- Auditing client homes (if appropriate).

What we do in Stage 2

Stage 2 includes a range of actions to further build resilience amongst Alpine Shire residents during the summer months. It directly involves the actions of most key stakeholders. This stage is implemented between November 1 and March 31 each year.

Implement the Heatwave Awareness Campaign

The campaign will provide key heat/health messages to the community during this time via media releases, website news, Facebook pages. These may include:

COOL YOUR HOME DOWN	<ul style="list-style-type: none"> • Keep windows that are exposed to the sun closed during the day, and opened at night when the temperature has cooled • Turn off non-essential lights and electrical equipment • Move to the coolest room to sleep
STAY OUT OF THE HEAT	<ul style="list-style-type: none"> • Keep out of the sun during the hottest part of the day • Avoid extreme physical exercise • Wear light, loose fitting clothes • Reschedule appointments to early morning
KEEP YOURSELF COOL AND HYDRATED	<ul style="list-style-type: none"> • Drink plenty of water; avoid caffeine/ alcohol • Take a cool shower • Spray water over your skin or clothing • Keep a damp cloth on the back of your neck
WHAT YOU CAN DO FOR OTHERS	<ul style="list-style-type: none"> • Phone or visit elderly or sick neighbours • Be aware of phone numbers you can ring to get help • Know where cool areas are in the shire • Never Leave anyone in the car

Advise key stakeholders of roles and responsibilities

Council will contact key stakeholders, sporting bodies and summer event organisers to inform them of periods of heatwave.

Organise cool areas for possible use

During Stage 2, Council will ensure that designated cool areas within the shire are ready for use in the event of a heatwave. Shire public pools will be informed of Stage 3 actions.

Monitor Bureau of Meteorology thresholds for Alpine Shire

Alpine Shire Council will check Bureau of Meteorology reports daily for weather updates.

What key stakeholders can do in Stage 2

In Stage 2, key stakeholders will be advised by Council to consider:

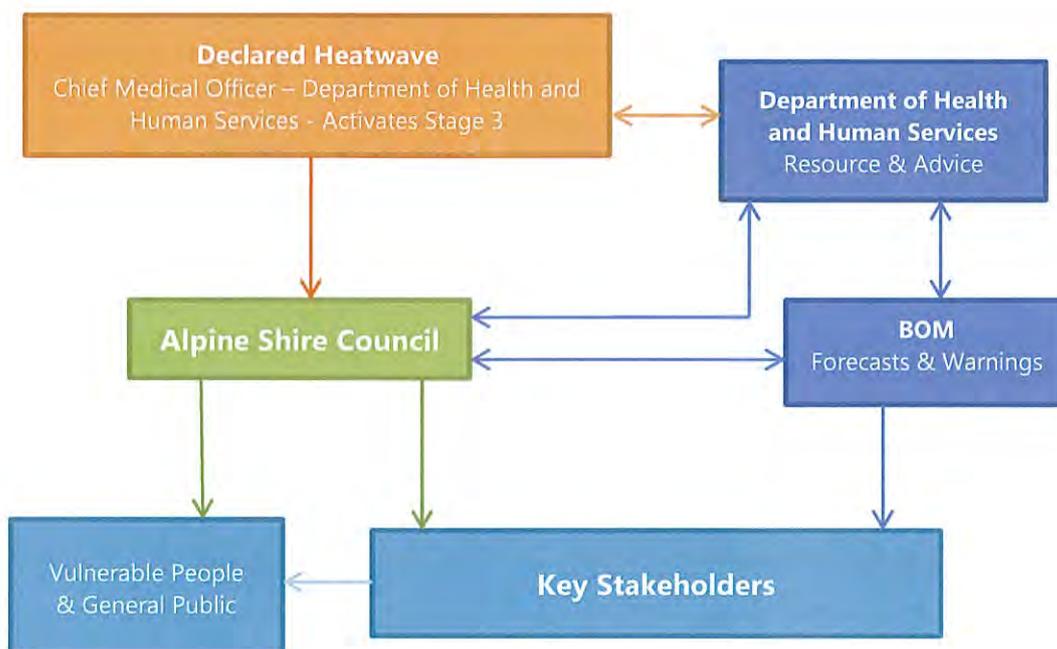
- Participating in Council's Heatwave Awareness Campaign;
- Identifying cool areas;
- Keeping in regular contact with vulnerable clients;
- Modifying client programs;
- Providing staff with access to extra water and cool clothing; and
- Rescheduling staff work hours.

What we do in Stage 3

Stage 3 is triggered when imminent heatwave temperatures are predicted by the Bureau of Meteorology (BOM) for Alpine Shire. Council will know to move to this stage when it is notified by the Department of Health. Two staff members at Council, Emergency Management Coordinator and Manager Community Development & Services, will receive an email alert on the day when forecasted temperatures first exceed threshold levels. It will then be up to Council to continue to monitor forecast temperatures in our area and notify the relevant stakeholders to activate Stage 3 of this *Heatwave Plan*.

Efficient implementation of Stage 3 is dependent upon the lead agency, Alpine Shire Council, informing all key stakeholders of their responsibilities to enact Stage 3 of the *Heatwave Plan* via email, fax or telephone. The communication plan below will be followed to ensure this process is carried out smoothly and effectively.

Communications Plan



During Stage 3, Alpine Shire Council's key responsibilities are to:

- Alert key stakeholders to enact their specific actions;
- Contact support agencies and key support person for high risk people on the VPR;
- Advertise cool areas and revisit pool opening and closure times;
- Monitor DHHS, BOM and EM-Cop Sit Rep reports daily;
- Consider changes to staff scheduling (particularly outdoor workers);
- Consider changes to any Council outdoor events; and
- Inform Council's Emergency Management Team.

Aspects of the *Municipal Emergency Management Plan* would be activated by Alpine Shire Council only in response to declared emergencies resulting from heatwave conditions. In this case, the Municipal Emergency Management Plan would be activated.

What key stakeholders can do in Stage 3

Prompt action by stakeholders during Stage 3 will ensure the impacts of heat on the elderly, very young, tourists and farmers are kept to a minimum. Key stakeholders will be advised by Council to consider:

- Enacting any phone trees;
- Prioritising tasks especially for those involving physical exertion;
- Assessing risk for clients and staff;
- Rescheduling staff work times and hours;
- Providing additional fluids and cool places to rest for clients and staff;
- Modifying client programs;
- Transporting clients in cooler parts of the day; and
- Altering children's outdoor activities and play times.

13 HOW WE EVALUATE THE PLAN'S EFFECTIVENESS

To ensure Alpine's *Heatwave Plan* remains relevant and meets the changing needs of our community, Council will review it annually after each summer and use any amendments to inform an updated *Heatwave Plan* every three years. All relevant stakeholders will actively participate in the evaluation. The following questions will be addressed.

- Were the actions in Stage 3 appropriate and timely?
- What worked?
- What didn't work?
- Was information communicated effectively to stakeholders?
- Was information communicated effectively to the general community?
- What could we do differently next summer?

The overall objective of the Heatwave Plan is to ensure that death and serious injury is prevented during a heatwave.

14 APPENDICES

Appendix 1: Key heatwave terms

Climate: Climate summarises the average, range and variability of weather elements (rain, wind, temperature, fog, thunder and sunshine) observed over many years at a location or across an area. It includes the future expectation of long term weather, in the order of weeks, months or years ahead.

Climate change: Climate change is the change in average weather over time and over a region. Climate change includes changes in temperature, wind patterns and precipitation.

El Niño: El Niño refers to the extensive warming of the central and eastern Pacific that leads to a major shift in weather patterns across the Pacific. In Australia (particularly eastern Australia), El Niño events are associated with an increased probability of drier conditions.

Global warming: Human activities have caused the warming of the global climate over the last 150 years, accompanied by retreating alpine glaciers, rising sea levels and shifting climate zones. Scientists believe that global warming will lead to changes in wind patterns, precipitation and frequency and type of severe weather events. This, in turn, could have significant environmental and economic consequences.

Greenhouse effect: The greenhouse effect is a natural warming process of the earth. Without greenhouse gases, the earth's average surface temperature would be about 35 ° Celsius cooler. Scientists are concerned that higher greenhouse gas concentrations, resulting from human activity, will lead to an "enhanced" greenhouse effect which may lead to global climate change.

Heatwave: A heatwave is a period of abnormally hot weather lasting several days.

Morbidity: Morbidity is an incidence of ill health. It is measured in various ways, often by the probability that a randomly selected individual in a population at some date and location would become seriously ill in some period of time.

Mortality: A fatal outcome.

Appendix 2: Heatwave action plan

STAGE	ACTION	HOW	WHEN	RESPONSIBLE PERSON
Stage one Pre-summer preparation Sept 1 to Oct 31	Review Heatwave Plan	Review heatwave plan and action plan Review heat health alert protocols for workplace supervisors and staff, and educate staff	September	MRM, MERO & EMC All managers
	Review Department of Health and Human Services (DHHS) resources	Review DHHS website and update local stocks of resources accordingly Order any relevant resources	October	MRM, EMC & Communications
	Implement Heatwave awareness	Distribute resources via email to key locations and stock heat health literature: <ul style="list-style-type: none"> • Childcare centres • Maternal & child health centres • Preschools • Visitor information centres • Libraries • Sporting facilities • Swimming pools • Senior citizens • U3A • Men's Sheds • NDIS services 	October	
	Engage key partners	Council to advise stakeholders (identified in our partners) to revise and amend key heatwave messages and actions such as: <ul style="list-style-type: none"> • Review their heat alert plans • Update their community registers • Pre-prepare key heat messages • Restock heat health information in 	Sept - Nov	MRM & EMC

STAGE	ACTION	HOW	WHEN	RESPONSIBLE PERSON
		<p>relevant places</p> <ul style="list-style-type: none"> Assist vulnerable persons to include heat health planning in personal emergency management plans 		
	Coordinate pre-prepared media releases (Sept-Nov)	<p>Review and distributed media releases and pre-prepared key heat messages from DHHS or EMV</p> <p>Develop/review FAQ on council website</p>	Sept - Nov	Communications Officer
	Identify vulnerable groups and update community register	<p>Update Vulnerable Persons Register (VPR)</p> <p>Ensure all agencies with persons on the VPR are aware of heatwave information</p>	Sept - Nov	MRM
	Identify Cool areas & water access	<p>Council to identify and consider community spaces to promote to the general public as cool areas during the awareness campaign</p> <p>Spread keep cool messages</p> <ul style="list-style-type: none"> Seniors week celebrations Children's week Community noticeboards Alpine Shire website Facebook 	Sept - Nov	MRM
				Communications Officer

STAGE	ACTION	HOW	WHEN	RESPONSIBLE PERSON
Stage Two During Summer prevention Nov 1 to Mar 31	Implement Heatwave Awareness Campaign (Nov-March)	Activate Council's Heatwave Awareness Campaign: <ul style="list-style-type: none"> Media releases Identify spokesperson 	Nov - Mar	Communications Officer
	Advise key partners of roles and responsibilities	Advise key stakeholders to implement stage two of their plans	Nov	MEMP Committee and EMC
	Vulnerable People	Ensure all agencies with persons on VPR are alerted to predicted heatwaves	Nov	MRM
	Monitor BOM reports for Alpine Shire	Monitor BOM for daily weather updates and thresholds for Alpine	Nov - Mar	MRM
	Heat Health Alert	When Heat Health Alert issued		Chief Health Officer - DHHS
		Reschedule relevant staff work hours		All managers

STAGE	ACTION	HOW	WHEN	RESPONSIBLE PERSON
<p>Stage three Heatwave response: Activation of Plan</p>	<p>Establish communications</p>	<ul style="list-style-type: none"> MERO, MRM and MERC to establish communications MERO and/or MRM to participate in Regional Emergency Management Team meetings / teleconferences as required 		<p>MERO</p>
	<p>Implement heatwave action plan following heat health alert trigger</p>	<p>Council to advise all internal stakeholders to implement stage three of their heatwave plan. Including:</p> <ul style="list-style-type: none"> Prioritising tasks Assessing risk for staff Rescheduling staff work times and hours Providing additional fluids for staff Modifying opening hours of any council cool relief places Consider changes to any council outdoor events 		<p>MRM</p>
	<p>Vulnerable clients</p>	<ul style="list-style-type: none"> Ensure all agencies with persons on VPR are aware of Heatwave Alerts Alert key stakeholders with responsibility for vulnerable clients Ensure key person for those on VPR are aware of any Heatwave Alert. 		<p>MRM & HACCC & NDIS service providers</p>
	<p>Advise key partners to enact specific actions</p>	<p>Council to advise all external stakeholders to implement stage three of their heatwave plan. This may include:</p> <ul style="list-style-type: none"> Altering children's outdoor activities and playtimes 		<p>MRM</p>

STAGE	ACTION	HOW	WHEN	RESPONSIBLE PERSON
		<ul style="list-style-type: none"> • Altering or cancelling sports training and events • Modifying client programs 		
	Promote Cool areas	See Appendix I7 of <i>ASC MEMP</i> – Emergency Communications Plan		Communications Officer
	Inform emergency management team			MERO
	Monitor BOM EM-Cop and Health Alerts	Continue to monitor BOM for daily weather updates and thresholds for Alpine and messages from Chief Health Officer at DHHS.		MRM and Communications Officer
Post event				
Post heatwave	Evaluate	<ul style="list-style-type: none"> • Review • Revise • Replenish, restock heat health information in relevant places 		MERO, MRM, EMC & Communications



*S11A. Instrument of Appointment and Authorisation
(Planning and Environment Act 1987)*

Alpine Shire Council

Instrument of Appointment and Authorisation

(Planning and Environment Act 1987 only)

Strategic Planner

April 2019

Instrument of Appointment and Authorisation (*Planning and Environment Act 1987*)

In this instrument "**officer**" means -

OFFICER	TITLE	NAME
SP	Strategic Planner	Scott TAYLOR

By this instrument of appointment and authorisation Alpine Shire Council -

1. under section 147(4) of the *Planning and Environment Act 1987* - appoints the **SP** 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 -

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

This instrument is authorised by a resolution of the Alpine Shire Council on **2 April 2019**.

THE COMMON SEAL OF THE
ALPINE SHIRE COUNCIL was
Hereunto affixed this 2nd day of
April 2019 in the presence of:

.....
COUNCILLOR

.....
Name

.....
COUNCILLOR

.....
Name

.....
CHIEF EXECUTIVE OFFICER

.....
Name



ALPINE

SHIRE COUNCIL

*S11A. Instrument of Appointment and Authorisation
(Planning and Environment Act 1987)*

Alpine Shire Council

Instrument of Appointment and Authorisation

(Planning and Environment Act 1987 only)

Development Engineer

April 2019

Instrument of Appointment and Authorisation (*Planning and Environment Act 1987*)

In this instrument "**officer**" means -

OFFICER	TITLE	NAME
ED	Development Engineer	Belinda MacLAUGHLIN

By this instrument of appointment and authorisation Alpine Shire Council -

1. under section 147(4) of the *Planning and Environment Act 1987* - appoints the **ED** 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 -

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

This instrument is authorised by a resolution of the Alpine Shire Council on **2 April 2019**.

THE COMMON SEAL OF THE
ALPINE SHIRE COUNCIL was
Hereunto affixed this 2nd day of
April 2019 in the presence of:

.....
COUNCILLOR

.....
Name

.....
COUNCILLOR

.....
Name

.....
CHIEF EXECUTIVE OFFICER

.....
Name



ALPINE

SHIRE COUNCIL

Budget 2019/20

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1 Mayor and CEO's Introduction

It is our pleasure to present the budget for the 2019/20 financial year. In alignment with our Council Plan 2017-2021, this budget continues to deliver on our commitment to prudently manage costs while delivering the projects and services that support our community's resilience and vibrancy.

We continue to undertake the vital work necessary to maintain our civil assets to a standard that we can be proud of, including our properties, plant and equipment, roads, bridges, footpaths, recreational areas, public amenities, bins and the Rail Trail.

We provide a diverse range of facilities supporting the various needs and interests of our community ranging from recreational facilities, libraries, swimming pools and visitor information centres, to airports, school crossings and transfer stations. We are pleased to announce that we will be waiving overdue fees on junior library items in support of junior literacy, as well as transfer station fees for e-waste, car batteries and oil to encourage responsible disposal.

Our planning, building, local laws, and environmental health functions underpin our ability to support a safe, sustainable and highly liveable Shire. In 2019/20 we will be reviewing our Land Development Strategy to ensure that our planning framework best supports economic, environmental and community outcomes.

We continue to fund a broad range of community activities and services, ranging from youth activities and awards, to our L2P learn-to-drive program, our seniors' festival and our maternal child health services. We also continue to support the Shire's economic development and in 2019/20 will particularly focus on the development of strategies to support Myrtleford in maintaining a healthy and resilient economy into the future.

Following an exceptional capital works program in 2018/19, we are pleased to put forward a 2019/20 capital works pipeline totalling \$6.3m that will continue to improve and develop our community assets, while balancing expenditure with our long term financial sustainability.

Significantly, the 2019/20 budget will see the commencement of the Great Valley Trail, connecting Bright and Harrietville with a 22km shared trail. Bright will receive an upgrade to the Centenary Park Toilets, and the successful Alpine Better Places program will commence in Harrietville and Tawonga. Mount Beauty will benefit from a Skate Park Upgrade as well as an extension of the Pebble Beach Footpath.

Following a year of substantial investment in Myrtleford, the Myrtleford Indoor Sports Stadium Expansion will be completed, and investment will be directed towards renewing the historical Myrtleford Memorial Hall.

The budget proposes a rate increase of 2.5% percent, in line with the Fair Go Rates System which caps Victorian council rate increases in line with inflation. Council has worked to maintain departmental budgets at the same level or lower than 2018/19 through strong cost management and smart sourcing focused on obtaining the best deals for our ratepayers. This has helped to offset increased waste processing costs and strategic investments in technology to enable continual improvements to Council's customer service.

Following recent years of wage freezes, the 2019/20 budget will provide a wage increase to our staff at the greater of the Wages Price Index and the Consumer Price index, in line with our Enterprise Agreement commitments.

We are proud to live in an area which is known for its natural beauty, its vibrant communities and its many opportunities for both residents and visitors. We look forward to seeing the Alpine Shire



continue to thrive in the year ahead and as always welcome your suggestions as to how we can make our region an even better place to live and to visit.

Cr Ron Janas
Mayor

Charlie Bird
Chief Executive Officer

Financial Snapshot

Key Statistics	2018/19 Forecast	2019/20 Budget
Total Expenditure (\$000)	24,182	25,106
Underlying Operating Surplus (\$000)	4,901	3,456
Capital Works Program (\$000)	13,565	6,327
Staff Numbers (EFT)	104	104

Budgeted Expenditure by Strategic Objective	2019/20 Budget	% of Budget
A high performing organisation	9,012	34%
A responsible and sustainable organisation	1,568	6%
Incredible places for our community and visitors	6,885	26%
Infrastructure and open spaces that our community is proud of	2,641	10%
Highly utilised and well managed community facilities	4,627	17%
A well planned and safe community	440	2%
A thriving and connected community	1,361	5%



2 Link to Council Plan

This section describes how the Annual Budget links to the achievement of the Council Plan within an overall planning and reporting framework.

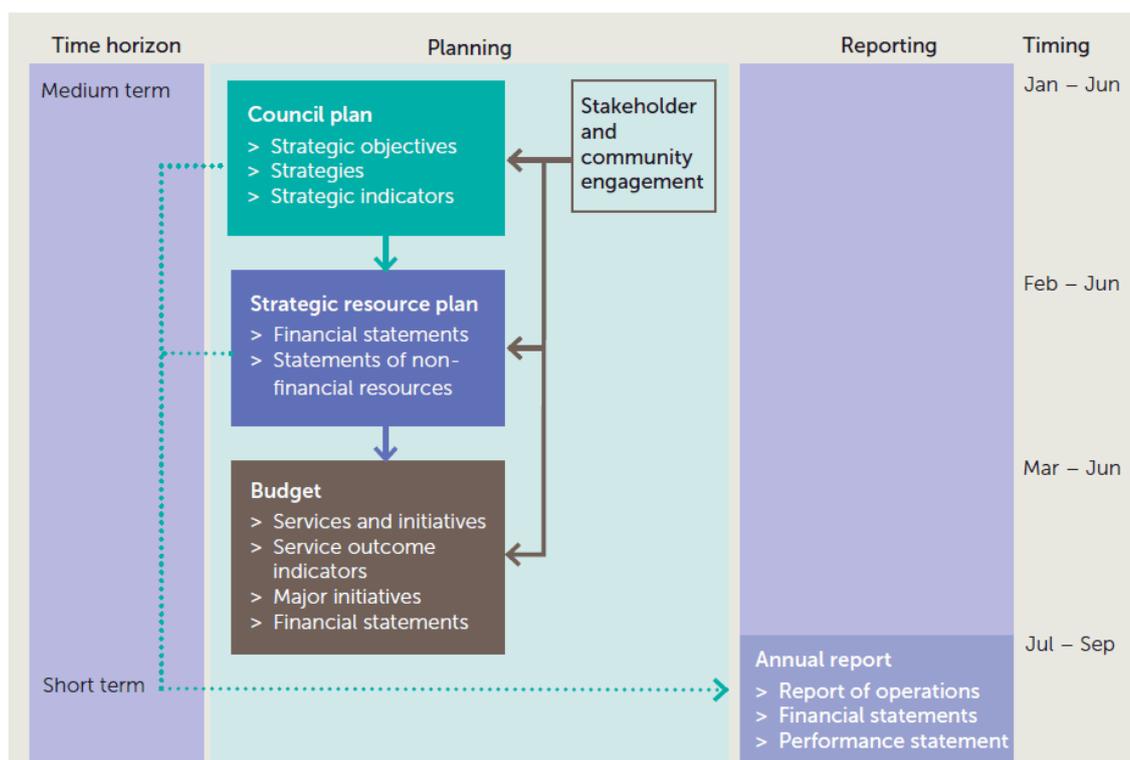
2.1 Background: Planning and Accountability Framework

The local government planning and accountability framework guides the Council in identifying community needs and aspirations, and determining how it will deliver upon them.

The foundation of the Council Plan is the 2030 Vision, which is an overarching intention statement of what the Council intends to deliver into the longer term. This then frames the medium term Council Plan, which is developed following Council elections. 2019/20 marks Year 3 of the 2017-2021 Plan.

The four year Strategic Resource Plan, part of and prepared in conjunction with the Council Plan, is a rolling four year plan that outlines the financial and non-financial resources that Council requires to achieve the strategic objectives described in the Council Plan.

The Annual Budget is framed within the Strategic Resource Plan, taking into account the services and initiatives which contribute to achieving the strategic objectives specified in the Council Plan. The diagram below depicts the planning and accountability framework that applies to local government in Victoria.



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

2.2 Our Purpose

2030 Community Vision

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

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

2.3 Strategic Objectives

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

Strategic Objectives	Strategies
1. A high performing organisation	<ul style="list-style-type: none"> Communicate and engage with stakeholders. Advocate for the community on key issues. Lead and govern with integrity. Build a skilled organisation with a positive culture.
2. A responsible and sustainable organisation	<ul style="list-style-type: none"> Provide an excellent customer experience. Manage our financial resources sustainably. Identify and manage Council's risk. Balance financial, environmental and community outcomes.
3. Incredible places for our community and visitors	<ul style="list-style-type: none"> Identify our community's infrastructure aspirations. Deliver Council's capital works program on time, to budget, and to the satisfaction of stakeholders.
4. Infrastructure and open spaces that our community is proud of	<ul style="list-style-type: none"> Manage and maintain Council infrastructure. Understand and plan for Council's asset renewal requirements. Prepare for and respond to community emergency events. Maintain Council's parks, trees and reserves.
5. Highly utilised and well managed community facilities	<ul style="list-style-type: none"> Soundly operate and manage community facilities. Deliver quality services for our community. Align services with community expectations.
6. A well planned and safe community	<ul style="list-style-type: none"> Plan for and manage development to enhance liveability. Raise awareness and educate our community about laws, regulations and codes. Enforce local laws, regulations and codes.
7. A thriving and connected community	<ul style="list-style-type: none"> Strengthen visitor attraction and the visitor experience. Support and encourage investment and enterprise. Improve healthy eating and physical activity. Stop family violence against women and children. Reduce the incidence of alcohol and other drug harm. Create socially connected and supported communities.

3 Services, Initiatives and Service Performance Indicators

This section outlines how the Annual Budget will contribute to the strategic objectives outlined in the Council Plan 2017-21. It describes the major services and initiatives for key areas of Council's operation, and links them to the key service performance indicators which are prescribed for Local Government under the *Local Government (Planning and Reporting) Regulations 2014*. In line with legislation, Council will report against these services, initiatives and service performance indicators in the end-of-year Annual Report to support transparency and accountability.

3.1 A High Performing Organisation

Council's new website will be available to the community in early 2019/20. The website is an integral communication tool and Council will continue to invest through the remainder of the financial year to improve the information and functionality available to customers whether via desktop, laptop, mobile phone or tablet. A key goal is enabling customers to perform more transactional tasks online, such as updating their details, making payments and submitting applications.

Council will continue to invest in its workforce to ensure that our people have the skills and capabilities to deliver a high level of customer service in a safe and compliant manner.

Council will continue its strong program of advocacy to all levels of government and to key groups across the North East and Hume region.

3.1.1 Services

Service area	Description of services provided		2018/19 Forecast \$'000	2019/20 Budget \$'000
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	8,142	9,012
		Rev	5	5
		NET Expense (Revenue)	8,137	9,007

It is noted that the expenditure for this service area captures all employee costs across Council.

3.1.2 Major Initiatives

- Council Website Refresh Phase II

3.1.3 Service Performance Outcome Indicators

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

3.2 A Responsible and Sustainable Organisation

Following the 2018/19 review of Council's business technology strategy, Council will continue to invest significantly in technology to improve our customers' experience. Council will complete technology projects commenced in 2018/19, including:

- Customer Request Management system - to better enable timely and efficient handling of customer requests;
- Planning, Building and Local Laws system – to reduce manual effort, duplication and rework in the handling of planning, building and local laws enquiries and permits.

In addition Council will embark on work to replace its Property, Rates and Receipting system, and will modernise its operating system to Microsoft 365 and Windows 10.

To best ensure the ongoing success of technology implementations Council will invest in its IT Governance framework.

Council takes the health and safety of its people seriously and will conduct a review of its Health and Safety system to ensure that we have the processes and governance in place to enable early identification and mitigation of health and safety risks.

3.2.1 Services

Service area	Description of services provided		2018/19 Forecast \$'000	2019/20 Budget \$'000
Corporate	Corporate manages the supporting functions to help 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	1,666	1,568
		Rev	17,303	19,557
		NET Expense (Revenue)	(15,637)	(17,989)

3.2.2 Major Initiatives

- Customer Request Management System
- Planning, Building and Local Laws System
- Property, Rates and Receipting System
- Operating System Upgrade
- IT Governance Framework
- Health and Safety Review

3.2.3 Service Performance Outcome Indicators

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

3.3 Incredible Places for our Community and Visitors

In 2019/20 Council will deliver a steady pipeline of capital projects to renew, upgrade and develop the Shire's suite of capital assets. Council continues in its commitment to ensuring that our



properties, plant and equipment, roads, bridges, footpaths, recreational areas, and the Rail Trail remain in a condition that we can be proud of.

Notably Council has been successful in obtaining funding for the Great Valley Trail, and will be completing the Myrtleford Indoor Sports Stadium Expansion. The successful Alpine Better Places program will be rolled out to Harrietville and Tawonga.

Other notable projects include the Mount Beauty Skate Park Upgrade, renewal of the Centenary Park Toilets and the Myrtleford Memorial Hall, and the Pebble Beach Footpath Extension to Confluence.

3.3.1 Services

Service area	Description of services provided	2018/19 Forecast \$'000	2019/20 Budget \$'000
Asset Development	This area 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

3.3.2 Major Initiatives

- Great Valley Trail
- Myrtleford Indoor Sports Stadium Expansion
- Alpine Better Places Harrietville and Tawonga
- Mount Beauty Skate Park Upgrade
- Centenary Park Toilets
- Myrtleford Memorial Hall
- Pebble Beach Footpath Extension to Confluence

Please refer to the Capital Works budget for the full project list.

3.3.3 Service Performance Outcome Indicators

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

3.4 Infrastructure and Open Spaces that our Community is Proud Of

Council will continue to deliver its regular maintenance programs across our civil infrastructure to ensure the every-day amenity and long lifespan of our assets. Importantly these programs will extend to include the maintenance of recent infrastructure upgrades such as the refreshed streetscapes in Myrtleford, Bright and Porepunkah.

Council will also invest in ensuring that the governance of our plant assets is sound through its Chain of Responsibility Solutions review.

In addition, Council will continue to undertake any relevant actions in line with the Municipal Emergency Management Plan and the Road Management Plan.

3.4.1 Services

Service area	Description of services provided		2018/19 Forecast \$'000	2019/20 Budget \$'000
Local Roads, Bridges and Drainage	This area involves the maintenance of all Council's roads, and bridges. Council has 576km of roads, 120 bridges and over 40 major culverts. Spending in this area also covers roadside vegetation and drainage.	Exp	901	858
		Rev	19	16
		NET Expense (Revenue)	882	843
Footpaths	Maintenance of Council footpaths. Also includes snow grooming services for Dinner Plain.	Exp	96	86
		Rev	0	0
		NET Expense (Revenue)	96	86
Open Spaces	This service involves the maintenance of all of Council's open space areas such as playgrounds, parks, street trees, roundabouts and public reserves.	Exp	696	625
		Rev	20	19
		NET Expense (Revenue)	677	606
Building Maintenance	This service is responsible for the maintenance of all of Council's buildings. This includes operational buildings such as depots, administration buildings and libraries as well as community buildings such as halls, senior citizens centres and childcare centres. This area is also responsible for rectifying damage caused by vandalism.	Exp	247	292
		Rev	0	0
		NET Expense (Revenue)	247	292
Operations	Administration and management of Myrtleford, Bright and Mount Beauty works depots and plant maintenance and operational expenses.	Exp	627	712
		Rev	70	28
		NET Expense (Revenue)	557	685
Emergency Management	This covers the administrative costs of Council's Emergency Management Planning role, maintenance of various flood warning infrastructure, and additional coordination activities which are fully grant funded.	Exp	127	68
		Rev	86	86
		NET Expense (Revenue)	41	(18)

3.4.2 Major Initiatives

- Chain of Responsibility Solutions

3.4.3 Service Performance Outcome Indicators

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

3.5 Highly Utilised and Well Managed Community Facilities

During 2019/20 Council will invest in rehabilitating the Porepunkah Landfill to ensure that it is meeting its environmental responsibilities. Council will also invest in its E-Waste Infrastructure and will be removing E-Waste disposal fees.

Council's engaging program of library activities will continue to ensure that we are meeting the diverse needs of our patrons. In conjunction with other councils across the High Country, Council will be upgrading its library resource tracking from barcodes to Radio Frequency Identification (RFID) tags. RFID enables rapid check-ins, checkouts and stocktaking of our library resources, freeing staff time to focus on value-adding activities for our patrons.

The Council will continue to deliver Visitor Information Centres, seasonal pools and sports centres for the benefit of our residents and visitors.

3.5.1 Services

Service area	Description of services provided		2018/19 Forecast \$'000	2019/20 Budget \$'000
Airports	Provision and maintenance of aerodromes at Mount Beauty and Porepunkah.	Exp	36	40
		Rev	26	32
		NET Expense (Revenue)	10	8
Property Management	This service manages public amenity facilities across the Alpine Shire as well as the Bright Holiday Park.	Exp	616	684
		Rev	770	451
		NET Expense (Revenue)	(153)	233
Recreation	Council supports the development and maintenance of recreation reserves across the Shire and also supports recreation clubs and committees.	Exp	127	89
		Rev	0	0
		NET Expense (Revenue)	127	89
School Crossings	Council provides the school crossing supervisor function to schools within the Alpine Shire Council.	Exp	2	2
		Rev	36	36
		NET Expense (Revenue)	(35)	(35)
Swimming Pools	This service involves the running of Bright Sports Centre, the provision of outdoor seasonal pools at Myrtleford and Mount Beauty and lifeguarding at the Bright and Porepunkah river pools.	Exp	373	375
		Rev	208	214
		NET Expense (Revenue)	165	161
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	161	162
		Rev	174	208
		NET Expense (Revenue)	(13)	(46)
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 landfill and transfer stations at Mount Beauty and Porepunkah.	Exp	2,122	2,161
		Rev	3,211	3,235
		NET Expense (Revenue)	(1,089)	(1,074)

3.5.2 Services

Service area	Description of services provided		2018/19 Forecast \$'000	2019/20 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	825	783
		Rev	1,001	983
		NET Expense (Revenue)	(176)	(200)
Dinner Plain Facilities	Provision of specific waste collection and public facilities services for Dinner Plain.	Exp	354	332
		Rev	355	359
		NET Expense (Revenue)	(1)	(27)

3.5.3 Major Initiatives

- Porepunkah Landfill Rehabilitation
- E-Waste Infrastructure
- Libraries RFID Implementation

3.5.4 Service Performance Outcome Indicators

Service	Indicator	Performance Measure	Computation
Libraries	Participation	Active library members	[Number of active library members / municipal population] x100
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
Aquatic Facilities	Utilisation	Utilisation of aquatic facilities	Number of visits to aquatic facilities / Municipal population

3.6 A Well Planned and Safe Community

In 2019/20 Council will undertake a Land Development Strategy to ensure that our town planning framework is best able to support Alpine Shire's environmental, economic and community outcomes.

Council will invest in improving its planning documentation and processes to better enable its planning team to deliver a high level of customer service.

Following work conducted in 2018/19, Council will proceed with the implementation of its Domestic Wastewater Management Plan and the Domestic Animal Management Plan.

In line with Council's revised local law, Council will no longer issue permits for visitors to bring dogs to Dinner Plain. Visitors will be able to bring their dogs to Dinner Plain for free as long as they are registered with their appropriate municipal authority.

3.6.1 Services

Service area	Description of services provided		2018/19 Forecast \$'000	2019/20 Budget \$'000
Statutory Planning	This function covers the assessment of planning applications, the provision of advice to developers and property owners and representing Council at the Victorian Civil and Administrative Tribunal. The cost of this service is partially offset by income received as planning application fees.	Exp	128	123
		Rev	264	284
		NET Expense (Revenue)	(136)	(161)
Building Services	This service provides statutory building services to the community and includes processing of building applications, emergency management responsibilities, fire safety inspections, audits of swimming pool barriers and investigations of complaints and illegal works. The cost of this service is partially offset by income received as application permits.	Exp	45	35
		Rev	224	234
		NET Expense (Revenue)	(179)	(199)
Environmental Health	This service provides for the registration and inspection of all food premises, waste water applications, investigation of complaints in relation to noise, odours, dealing with infectious disease outbreaks and other health issues.	Exp	71	80
		Rev	196	181
		NET Expense (Revenue)	(125)	(101)
Local Laws	This area provides animal registrations, animal management, and local law enforcement.	Exp	78	47
		Rev	128	90
		NET Expense (Revenue)	(50)	(43)
Strategic Planning	Strategic planning prepares and reviews amendments to the Alpine Planning Scheme, structure plans, strategies, master plans, urban growth plans, frameworks and design guidelines.	Exp	95	155
		Rev	0	0
		NET Expense (Revenue)	95	155

3.6.2 Major Initiatives

- Land Development Strategy
- Planning Customer Service Improvements
- Domestic Wastewater Management Plan Implementation
- Domestic Animal Management Plan Implementation

3.6.3 Service Performance Indicators

Service	Indicator	Performance Measure	Computation
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
Food safety	Health and safety	Critical and major non-compliance outcome notifications	[Number of critical non-compliance outcome notifications and major non-compliance outcome notifications about a food premises followed up / Number of critical non-compliance outcome notifications and major non-compliance outcome notifications about food premises] x100

3.7 A Thriving and Connected Community

In 2019/20, the Council will continue to support the development of the economy and the community through a range of services including destination marketing, grant funding, business support programs, youth programs, the senior citizens festival, the Maternal Child Health service, and the Learner to Probationary driving program.

In particular Council will invest in the development of strategies to assist Myrtleford in retaining a resilient and vibrant economy, which will be followed by a broader review of Council's economic development strategy.

3.7.1 Services

Service area	Description of services provided		2018/19 Forecast \$'000	2019/20 Budget \$'000
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	292	190
		Rev	576	433
		NET Expense (Revenue)	(283)	(244)
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	466	453
		Rev	97	100
		NET Expense (Revenue)	369	353

Service area	Description of services provided		2018/19 Forecast \$'000	2019/20 Budget \$'000
Economic Development	This service facilitates local and new business to develop and grow.	Exp	262	71
		Rev	162	2
		NET Expense (Revenue)	100	69
Festivals and Events	Events are a major contributor to the economy. Council has a role in facilitating the events agenda.	Exp	320	210
		Rev	50	50
		NET Expense (Revenue)	270	160
Tourism	This services provides destination marketing and aids in the development of the local industry. It develops and distributes tourism collateral including the Shire's Official Visitors Guide, trail brochures, maps and retail and dining guide.	Exp	335	338
		Rev	31	28
		NET Expense (Revenue)	304	310
Youth	Provision of specific services to youth in the community, including youth awards, youth activities and the Learner to Probationary (L2P) program.	Exp	98	100
		Rev	110	103
		NET Expense (Revenue)	(11)	(3)

3.7.2 Major Initiatives

- Resilient Myrtleford

3.7.3 Service Performance Outcome Indicators

Service	Indicator	Performance Measure	Computation
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
		Aboriginal participation in the MCH service	[Number of Aboriginal children who attend the MCH service at least once (in the year) / Number of Aboriginal children enrolled in the MCH service] x100

4 Financial Statements

This section presents the following financial statements, prepared in accordance with the *Local Government Act 1989* and the *Local Government (Planning and Reporting) Regulations 2014*:

- Comprehensive Income Statement
- Balance Sheet
- Statement of Changes in Equity
- Statement of Cash Flows
- Statement of Capital Works
- Statement of Human Resources

The financial statements supporting the budget for 2019/20 have been supplemented with updated projections to 2022/23.

4.1 Comprehensive Income Statement

For the four years ending 30 June 2023

	Forecast	Budget	Strategic Resource Plan		
	Actual 2018/19 \$'000	2019/20 \$'000	2020/21 \$'000	Projections 2021/22 \$'000	2022/23 \$'000
Income					
Rates and charges	17,933	18,580	19,139	19,707	20,288
Statutory fees and fines	625	541	554	567	581
User fees	1,048	1,065	1,091	1,117	1,145
Contributions - cash	775	836	857	878	900
Contributions - non-monetary assets	205	210	215	220	226
Grants - Operating (recurrent)	2,501	4,296	4,378	4,488	4,600
Grants - Operating (non-recurrent)	987	355	108	111	114
Grants - Capital (recurrent)	450	710	500	513	526
Grants - Capital (non-recurrent)	3,684	1,079	440	440	440
Other income	875	890	961	1,051	1,098
Total income	29,083	28,562	28,243	29,092	29,918
Expenses					
Employee costs	7,488	8,476	8,582	8,749	8,919
Materials and services	10,909	10,646	10,953	11,250	11,555
Depreciation and amortisation	4,650	5,096	5,220	5,408	5,608
Landfill rehabilitation	185	107	82	61	62
Other expenses	754	681	695	711	727
Net gain on disposal of property, infrastructure, plant and equipment	196	100	103	105	108
Total expenses	24,182	25,106	25,635	26,284	26,978
Surplus (deficit) for the year	4,901	3,456	2,608	2,808	2,940
Other comprehensive income items that will not be reclassified to surplus or deficit:					
Net asset revaluation increment /(decrement)	742	5,479	5,614	5,803	6,002
Comprehensive result	5,643	8,935	8,222	8,611	8,942

4.2 Balance Sheet

For the four years ending 30 June 2023

	Forecast	Budget	Strategic Resource Plan		
	Actual 2018/19	2019/20	Projections		
	\$'000	\$'000	2020/21	2021/22	2022/23
			\$'000	\$'000	\$'000
Assets					
Current assets					
Cash and cash equivalents	1,424	1,599	1,499	1,582	1,362
Trade and other receivables	1,723	1,656	1,609	1,658	1,705
Financial assets	12,000	14,000	14,000	14,000	15,000
Inventories	49	49	50	51	50
Other assets	264	267	272	271	269
Total current assets	15,460	17,571	17,430	17,562	18,386
Non-current assets					
Investment properties	3,260	3,260	3,260	3,260	3,260
Investments in shared services	79	101	124	148	173
Property, infrastructure, plant & equipment	220,963	227,463	235,277	243,280	251,482
Inventories	113	110	107	104	101
Total non-current assets	224,415	230,934	238,768	246,792	255,016
Total assets	239,875	248,505	256,198	264,354	273,402
Liabilities					
Current liabilities					
Trade and other payables	1,917	1,862	1,915	1,966	2,019
Trust funds and deposits	386	406	426	446	466
Provisions	2,247	2,545	2,488	1,967	2,540
Income received in advance	30	30	30	30	30
Total current liabilities	4,580	4,843	4,859	4,409	5,055
Non-current liabilities					
Provisions	2,799	2,261	1,746	1,771	1,261
Income received in advance	398	368	338	308	278
Total non-current liabilities	3,197	2,629	2,084	2,079	1,539
Total liabilities	7,777	7,472	6,943	6,488	6,594
Net assets	232,098	241,033	249,255	257,866	266,808
Equity					
Accumulated surplus	111,073	114,390	116,998	119,806	122,746
Reserves	121,025	126,643	132,257	138,060	144,062
Total equity	232,098	241,033	249,255	257,866	266,808

4.3 Statement of Changes in Equity

For the four years ending 30 June 2023

	Total	Accumulated	Revaluation	Other
	\$'000	Surplus	Reserve	Reserves
	\$'000	\$'000	\$'000	\$'000
2019				
Balance at beginning of the financial year	226,455	107,255	117,242	1,958
Comprehensive result	5,643	4,901	742	-
Transfer to reserves	-	(1,262)	-	1,262
Transfer from reserves	-	179	-	(179)
Balance at end of the financial year	232,098	111,073	117,984	3,041
2020				
Balance at beginning of the financial year	232,098	111,073	117,984	3,041
Comprehensive result	8,935	3,456	5,479	-
Transfer to reserves	-	(231)	-	231
Transfer from reserves	-	92	-	(92)
Balance at end of the financial year	241,033	114,390	123,463	3,180
2021				
Balance at beginning of the financial year	241,033	114,390	123,463	3,180
Comprehensive result	8,222	2,608	5,614	-
Transfer to reserves	-	-	-	-
Transfer from reserves	-	-	-	-
Balance at end of the financial year	249,255	116,998	129,077	3,180
2022				
Balance at beginning of the financial year	249,255	116,998	129,077	3,180
Comprehensive result	8,611	2,808	5,803	-
Transfer to reserves	-	-	-	-
Transfer from reserves	-	-	-	-
Balance at end of the financial year	257,866	119,806	134,880	3,180
2023				
Balance at beginning of the financial year	257,866	119,806	134,880	3,180
Comprehensive result	8,942	2,940	6,002	-
Transfer to reserves	-	-	-	-
Transfer from reserves	-	-	-	-
Balance at end of the financial year	266,808	122,746	140,882	3,180

4.4 Statement of Cash Flows

For the four years ending 30 June 2023

	Forecast	Budget	Strategic Resource Plan		
	Actual 2018/19 \$'000	2019/20 \$'000	2020/21 \$'000	2021/22 \$'000	2022/23 \$'000
	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)
Cash flows from operating activities					
Rates and charges	18,041	18,551	19,114	19,681	20,262
Statutory fees and fines	625	541	554	567	581
User fees	1,048	1,065	1,091	1,117	1,145
Contributions - cash	775	836	857	878	900
Grants - operating	3,668	4,747	4,558	4,576	4,693
Grants - capital	4,134	1,789	940	953	966
Interest	325	333	390	465	497
Other receipts	1,294	715	733	752	772
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	(7,541)	(8,223)	(8,556)	(8,706)	(8,876)
Materials and consumables	(11,922)	(11,982)	(12,278)	(12,507)	(12,265)
Net cash provided by operating activities	10,467	8,392	7,423	7,796	8,695
Cash flows from investing activities					
Payments for property, plant and equipment	(13,565)	(6,327)	(7,635)	(7,829)	(8,034)
Proceeds from sale of property, plant and equipment	437	110	113	116	119
Proceeds from investments	2,500	(2,000)	0	0	(1,000)
Net cash used in investing activities	(10,628)	(8,217)	(7,523)	(7,713)	(8,916)
Cash flows from financing activities					
Finance costs	-	-	-	-	-
Proceeds from borrowings	-	-	-	-	-
Repayment of borrowings	-	-	-	-	-
Net cash provided by (used in) financing activities	-	-	-	-	-
Net (decrease) increase in cash & cash equivalents	(161)	175	(100)	83	(220)
Cash and cash equivalents at beginning of the financial year	2,528	2,528	2,528	2,528	2,528
Cash and cash equivalents at end of the financial year	2,367	2,703	2,428	2,611	2,308

4.5 Statement of Capital Works

For the four years ending 30 June 2023

	Forecast	Budget	Strategic Resource Plan		
	Actual		Projections		
	2018/19	2019/20	2020/21	2021/22	2022/23
	\$'000	\$'000	\$'000	\$'000	\$'000
Property					
Land	-	-	-	-	-
Buildings	7,157	1,549	1,314	1,347	1,380
Total property	7,157	1,549	1,314	1,347	1,380
Plant and equipment					
Plant, machinery and equipment	640	626	654	670	687
Fixtures, fittings and furniture	105	-	142	146	149
Computers and telecommunications	-	206	-	-	-
Library books	76	81	26	27	28
Total plant and equipment	821	913	822	843	864
Infrastructure					
Roads	2,856	1,898	1,872	1,919	1,966
Bridges	564	15	276	283	290
Footpaths and cycleways	341	1,274	151	155	159
Drainage	225	74	214	220	225
Recreational, leisure and community facilities	1,290	528	308	316	324
Parks, open space and streetscapes	246	-	467	478	490
Waste	65	76	65	65	65
Total infrastructure	5,587	3,865	3,353	3,436	3,519
Unallocated	-	-	2,200	2,257	2,325
Total capital works	13,565	6,327	7,689	7,883	8,088
Represented by:					
New asset expenditure	258	1,164	-	-	-
Asset renewal expenditure	5,111	3,568	5,489	5,683	5,888
Asset upgrade expenditure	8,196	1,595	2,200	2,200	2,200
Asset expansion expenditure	-	-	-	-	-
Total capital works expenditure	13,565	6,327	7,689	7,883	8,088

4.6 Statement of Human Resources

For the four years ending 30 June 2023

	Forecast	Budget	Strategic Resource Plan		
	Actual		Projections		
	2018/19	2019/20	2020/21	2021/22	2022/23
	\$'000	\$'000	\$'000	\$'000	\$'000
Staff expenditure					
Employee costs - operating	7,488	8,476	8,582	8,749	8,919
Employee costs - capital	663	652	660	673	686
Total staff expenditure	8,151	9,128	9,242	9,422	9,605
	EFT	EFT	EFT	EFT	EFT
Staff numbers					
Employees	104	104	105	105	105
Total staff numbers	104	104	105	105	105

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

Department	Comprises				
	2019/20	Permanent		Casual	Temporary
		Full Time	Part time		
\$'000	\$'000	\$'000	\$'000	\$'000	
Asset Development	-	-	-	-	-
Asset Maintenance	3,027	2,596	123	21	287
Corporate	1,535	480	853	90	112
Councillor And Executive	860	560	256	-	44
Economic And Community Development	794	241	415	97	41
Facilities	1,026	219	392	261	154
Building And Amenity	665	177	455	-	33
Planning	569	260	220	-	89
Total Staff Expenditure	8,476	4,533	2,714	469	760
Capitalised Labour Costs	652				
Total Expenditure	9,128				

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

Department	Comprises				
	2019/20	Permanent		Casual	Temporary
		Full Time	Part time		
Asset Development	6	1	3	-	2
Asset Maintenance	39	33	1	-	5
Corporate	19	5	11	1	2
Councillor And Executive	6	4	1	-	1
Economic And Community Development	8	2	5	1	-
Facilities	13	2	5	4	2
Building And Amenity	7	2	5	-	-
Planning	6	3	2	-	1
Total staff full time equivalent	104	52	33	6	13

5 Notes to the Financial Statements

This section presents detailed information on material components of the financial statements.

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 1989* 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 65% of total revenue to be received by the Council in 2019/20. 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 2019/20, we are proposing a 2.5% increase in average rates. 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.

We are pleased to announce that there will be no increases to regular kerbside waste and recycling service charges for the second year running.

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 Strategic Resource Plan 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.

5.1.2.3 The Farm Rate Policy

Purpose

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.

5.1.2.4 The Differential Commercial / Industrial Rate Policy

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’.

Method of Determination

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

Any variations outside this policy require Council approval.



5.1.2.5 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 2019/20 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.

5.1.2.6 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.

5.1.2.7 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.

5.1.3 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

5.1.3.1 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 1989*.



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;
- 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.

5.1.4 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 the principle place of residence funded by the State Government.

5.1.5 Detailed Rates and Charges Outcomes

5.1.5.1 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	2018/19 cents/\$CIV	2019/20 cents/\$CIV	Change %
General rate for rateable residential properties	0.4424	0.4535	2.50%
General rate for rateable Dinner Plain properties	0.4424	0.4535	2.50%
Differential rate for rateable commercial/industrial properties	0.6326	0.6484	2.50%
Differential rate for rateable farm properties	0.3230	0.3311	2.50%

5.1.5.2 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	2018/19 Number	2019/20 Number	Change Number
Residential	6,191	6,521	330
Dinner Plain	539	259	-280
Commercial/Industrial	900	943	43
Farm	1,083	1,080	-3
Total number of assessments	8,713	8,803	90

5.1.5.3 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	2018/19 \$'000	2019/20 \$'000	Change \$'000	%
Residential	1,948,348	1,978,470	30,122	1.50%
Dinner Plain	152,264	153,042	778	0.50%
Commercial/Industrial	395,279	406,763	11,484	2.90%
Farm	703,187	703,693	506	0.10%
Total value of land	3,199,078	3,241,968	42,890	1.30%

5.1.5.4 Reconciliation of rates and charges to the Comprehensive Income Statement

	Forecast 2018/19 \$'000	Budget 2019/20 \$'000	Change \$'000	%
General rates*	14,065	14,632	567	4.03%
Waste management charges	3,131	3,184	53	1.69%
Special rates and charges	172	176	4	2.33%
Supplementary rates and rate adjustments	213	100	(113)	-53.05%
Interest on rates and charges	75	70	(5)	-6.67%
Revenue in lieu of rates	277	418	141	50.90%
Total rates and charges	17,933	18,580	647	3.61%

* Includes the estimated impact of supplementary development in the Shire.

5.1.5.5 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	2018/19 cents/\$CIV	2019/20 cents/\$CIV	Change %
Special rate for rateable Commercial/Industrial Dinner Plain properties (Airport not included)	0.1902	0.1949	2.47%

5.1.5.6 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	2018/19 \$'000	2019/20 \$'000	Change \$'000	%
Special rate for rateable Commercial/Industrial Dinner Plain properties (Airport not included)	172	176	4	2.33%
Total amount to be raised	172	176	4	2.33%

5.1.5.7 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	Per Rateable Property	Change	
	2018/19	2019/20	\$	%
Waste - 80 litre bin - weekly	217.71	217.71	-	0.0%
Waste - 240 litre bin - weekly	482.70	482.70	-	0.0%
Waste - 240 litre bin - fortnightly	217.71	217.71	-	0.0%
Recycling - 140 litre - fortnightly	89.34	89.34	-	0.0%
Recycling - 240 litre - fortnightly	89.34	89.34	-	0.0%
Recycling - 360 litre - fortnightly	89.34	89.34	-	0.0%
Recycling - 240 litre - weekly	178.80	178.80	-	0.0%
Recycling - 360 litre - weekly	178.80	178.80	-	0.0%
Dinner Plain standard service	668.86	668.86	-	0.0%
Dinner Plain commercial service	1,471.06	1,471.06	-	0.0%
Waste management charge	89.20	89.20	-	0.0%

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

Type of Charge	Bins	Bins	Change
	2018/19	2019/20	#
Waste - 80 litre bin - weekly	5,725	5,834	109
Waste - 240 litre bin - weekly	594	602	8
Waste - 240 litre bin - fortnightly	185	196	11
Recycling - 140 litre - fortnightly	404	403	(1)
Recycling - 240 litre - fortnightly	5,749	5,836	87
Recycling - 360 litre - fortnightly	374	417	43
Recycling - 240 litre - weekly	85	85	-
Recycling - 360 litre - weekly	80	73	(7)
Dinner Plain standard service	386	385	(1)
Dinner Plain commercial service	13	13	-
Total number of bins	13,595	13,844	249

Type of Charge	Assessments	Assessments	Change
	2018/19	2019/20	#
Waste management charge	7,485	7,636	151

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

Type of Charge	2018/19 \$	2019/20 \$	Change %
Waste - 80 litre bin - weekly	1,246,390	1,270,120	1.9%
Waste - 240 litre bin - weekly	286,724	290,585	1.3%
Waste - 240 litre bin - fortnightly	40,276	42,671	5.9%
Recycling - 140 litre - fortnightly	36,093	36,004	-0.2%
Recycling - 240 litre - fortnightly	513,616	521,388	1.5%
Recycling - 360 litre - fortnightly	33,413	37,255	11.5%
Recycling - 240 litre - weekly	15,198	15,198	0.0%
Recycling - 360 litre - weekly	14,304	13,052	-8.8%
Dinner Plain standard service	258,180	257,511	-0.3%
Dinner Plain commercial service	19,124	19,124	0.0%
Waste management charge	667,662	681,131	2.0%
Total	3,130,980	3,184,039	1.7%

5.2 Grants

5.2.1 Grants – Operating

Operating grants include all monies received from State and Federal sources for the purposes of funding the delivery of Council's services to ratepayers. Overall, the level of operating grants is projected to increase by \$1.4m compared to the forecast for 2018/19. This is primarily due to the timing of the Victorian Grants Commission Grant, as half of the 2018/19 allocation was paid in 2017/18.

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

5.2.1.1 Recurrent Operating Grants

Operating Grant Funding Type and Source	Forecast	Budget	Variance
	2018/19 \$'000	2019/20 \$'000	\$'000
Recurrent - Commonwealth Government			
Victorian Grants Commission	1,852	3,774	1,922
Recurrent - State Government			
Valuations	147	-	(147)
School crossing supervisors	36	36	-
Maternal and child health	253	280	27
Libraries	177	150	(27)
Other	36	56	20
Total recurrent grants	2,501	4,296	1,795

5.2.1.2 Non-recurrent Operating Grants

Operating Grant Funding Type and Source	Forecast	Budget	Variance
	2018/19 \$'000	2019/20 \$'000	\$'000
Non-recurrent - Commonwealth Government			
Nil	-	-	-
Non-recurrent - State Government			
Economic development and tourism	184	24	(160)
Community development	333	126	(207)
Emergency services	60	60	-
Flood restoration	270	-	(270)
Senior citizens	25	27	2
Youth services	69	78	9
Other	46	40	(6)
Total non-recurrent grants	987	355	(632)

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 \$2.3m compared to 2018/19. This is mainly as 2018/19 featured an exceptionally large capital works program which is reducing to more typical levels in 2019/20 in order to maintain long term financial sustainability.

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 2018/19 \$'000	Budget 2019/20 \$'000	Variance \$'000
Recurrent - Commonwealth Government			
Roads to recovery	450	710	260
Recurrent - State Government			
Nil	-	-	-
Total recurrent grants	450	710	260

5.2.2.2 Non-Recurrent Capital Grants

Capital Grant Funding Type and Source	Forecast 2018/19 \$'000	Budget 2019/20 \$'000	Variance \$'000
Non-recurrent - Commonwealth Government			
Nil			
Non-recurrent - State Government			
Transfer station upgrade	-	299	299
Myrtleford Indoor Sports Stadium			
Expansion	325	130	(195)
Alpine Better Places	474	-	(474)
Alpine Events Park	1,309	-	(1,309)
Roads	1,321	-	(1,321)
Bridges	199	-	(199)
Pathways	26	485	459
Recreational	30	165	135
Total non-recurrent grants	3,684	1,079	(2,605)

5.3 Borrowings

The Council continues to operate free from borrowings.

	2017/18	2018/19
Total amount borrowed as at 30 June of the prior year	-	-
Total amount to be borrowed	-	-
Total amount projected to be redeemed	-	-
Total amount of borrowings proposed as at 30 June	-	-



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 2019/20 financial year. Works are also disclosed as current budget or carried forward from last year.

5.4.1 2019/20 Budget Works

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	Borrowings \$'000
Property									
Buildings									
Bright Railway Museum Renewal	50	-	50	-	-	-	-	50	-
Centenary Park Toilets Renewal	200	-	200	-	-	-	-	200	-
Lock Hardware Renewal Stage 2	95	-	95	-	-	-	-	95	-
Myrtleford Memorial Hall Renewal	185	-	185	-	-	-	-	185	-
Mount Beauty Depot	150	-	150	-	-	-	-	150	-
Bright Depot Storage	25	-	25	-	-	-	-	25	-
Total property	705	-	705	-	-	-	-	705	-
Plant and equipment									
Bright Office Generator Replacement	35	-	35	-	-	-	-	35	-
RFID Implementation	20	20	-	-	-	-	-	20	-
Library Books	81	-	81	-	-	-	-	81	-
Information Technology Renewal (2019/20)	181	-	181	-	-	-	-	181	-
Large Plant Renewal (2019/20)	340	-	340	-	-	-	-	340	-
Vehicle Renewal (2019/20)	226	-	226	-	-	-	-	226	-
Small Plant And Equipment Renewal (2019/20)	25	-	25	-	-	-	-	25	-
Total plant and equipment	908	20	888	-	-	-	-	908	-



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
Infrastructure									
Roads									
Resealing (2019/20)	500	-	500	-	-	500	-	-	-
Gravel Resheeting (2019/20)	205	-	205	-	-	-	-	205	-
Road Reconstruction (2019/20)	25	-	25	-	-	-	-	25	-
Road Stabilisation And Patching (2019/20)	150	-	150	-	-	-	-	150	-
Line Marking (2019/20)	40	-	40	-	-	-	-	40	-
Drainage Renewal (2019/20)	74	-	74	-	-	-	-	74	-
Kerb And Channel Renewal (2019/20)	30	-	30	-	-	-	-	30	-
Dinner Plain Street Name Signage	30	-	30	-	-	-	-	30	-
Alpine Better Places Harrietville And Tawonga	150	-	-	150	-	-	-	150	-
Bright Car Parking Improvements - Stage 1	116	-	-	116	-	-	-	116	-
Bridges									
Barwidgee Creek Rail Trail Bridge Renewal	15	-	15	-	-	-	-	15	-
Footpaths and cycleways									
Path Renewal (2019/20)	147	-	147	-	-	-	-	147	-
Shared Trail Resealing (2019/20)	170	-	170	-	-	-	-	170	-
Tawonga Crescent New Footpath	95	95	-	-	-	-	-	95	-
Pebble Beach Footpath Extension To Confluence	182	182	-	-	-	145	-	37	-
Great Valley Trail	680	680	-	-	-	340	-	340	-
Parks, open space and streetscapes									
Open Space Renewal (2019/20)	20	-	20	-	-	-	-	20	-
Howitt Park Irrigation And Mainline Renewal	35	-	35	-	-	-	-	35	-
Mount Beauty Skate Park Upgrade	265	-	-	265	-	165	-	100	-
Howitt Park Playground Design	50	-	50	-	-	-	-	50	-
Riverside Park Barbeque Shelter Renewal	40	-	40	-	-	-	-	40	-



Capital Works Area	Project cost \$'000	Asset expenditure type				Summary of funding sources			
		New	Renewal	Upgrade	Expansion	Grants	Contributions	Council cash	Borrowings
		\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Waste infrastructure									
Kerbside Bins Renewal And New (2019/20)	30	-	30	-	-	-	-	30	-
Public Bins Renewal And New (2019/20)	46	-	46	-	-	-	-	46	-
E-waste Infrastructure Upgrade	299	-	-	299	-	299	-	-	-
Total infrastructure	3,394	957	1,607	830	-	1,449	-	1,945	-
Capitalised wages	652	152	368	132	-	-	-	652	-
Total capital works expenditure	5,659	1,129	3,568	962	-	1,449	-	4,210	-

5.4.2 Works Carried Forward from 2019/20

Capital Works Area	Project cost \$'000	Asset expenditure type				Summary of funding sources			
		New	Renewal	Upgrade	Expansion	Grants	Contributions	Council cash	Borrowings
		\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Property									
Buildings									
Porepunkah Childcare Centre Feasibility	35	35	-	-	-	-	-	35	-
Myrtleford Indoor Sports Stadium Expansion	550	-	-	550	-	130	-	420	-
Total property	585	35	-	550	-	130	-	455	-
Infrastructure									
Recreational, leisure and community facilities									
Toboggan And Ski Run Safety Improvements	83	-	-	83	-	-	-	83	-
Total infrastructure	83	-	-	83	-	-	-	83	-
Total capital works carried forward from 2018/19	668	35	-	633	-	130	-	538	-

5.4.3 Summary of Works

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	Borrowings \$'000
Property	1,290	35	705	550	-	130	-	1,160	-
Plant and equipment	908	20	888	-	-	-	-	908	-
Infrastructure	4,129	1,109	1,975	1,045	-	1,449	-	2,680	-
Total capital works	6,327	1,164	3,568	1,595	-	1,579	-	4,748	-

5.5 Financial Performance Indicators

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

Indicator	Measure	Notes	Forecast	Budget	Strategic Resource Plan			Trend
			Actual		Projections			
			2018/19	2019/20	2020/21	2021/22	2022/23	+ / o / -
Operating position								
Adjusted underlying result	Adjusted underlying surplus (deficit) / Adjusted underlying revenue		0.9%	5.3%	3.2%	3.5%	3.1%	-
Liquidity								
Working Capital	Current assets / current liabilities		337.6%	359.9%	341.7%	362.1%	314.1%	-
Unrestricted cash	Unrestricted cash / current liabilities		311.4%	291.7%	305.7%	322.1%	279.0%	o
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		15.6%	12.5%	9.6%	9.3%	6.8%	-
Asset renewal	Asset renewal expenditure / depreciation		109.9%	75.6%	105.0%	104.9%	104.7%	+
Stability								
Rates concentration	Rate revenue / adjusted underlying revenue		71.2%	68.1%	69.7%	69.6%	69.8%	o
Rates effort	Rate revenue / CIV of rateable properties in the municipality		0.8%	0.6%	0.6%	0.6%	0.6%	o
Efficiency								
Expenditure level	Total expenditure / no. of property assessments		\$2,747	\$2,838	\$2,922	\$3,003	\$3,099	+
Revenue level	Residential rate revenue / No. of residential property assessments		\$1,359	\$1,332	\$1,386	\$1,428	\$1,471	+
Workforce turnover	No. of permanent staff resignations & terminations / average no. of permanent staff for the financial year		6.6%	6.7%	6.7%	6.7%	6.7%	o

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.

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



6 Fees

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 2019/20 year.

Department	Business Unit	Fee name	Fee - sub component	GST ?	2018/19 Fee	2019/20 Fee	\$ 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 – FINANCE									
Corporate	Finance	Land information certificate	Within 7 days	Yes	as per legislation	as per legislation		as per legislation	Yes
Corporate	Finance	Land information certificate	Within 24 hrs	Yes	\$50.00	\$50.00		per certificate	No
Corporate	Finance	Copy of rates notice	Post 1999	Yes	\$12.00	\$12.00		per notice per year	No
Corporate	Finance	Copy of rates notice	Pre 1999	Yes	\$40.00	\$41.00	\$1.00	per notice per year	No
Corporate	Finance	Freedom of information		Yes	as per legislation	as per legislation		as per legislation	Yes
Corporate	Finance	Records retrieval	5 years old or less	Yes	\$12.00	12.00		per item	No
Corporate	Finance	Records retrieval	over 5 years old	Yes	\$40.00	\$41.00	\$1.00	per item	No
Corporate	Finance	Disabled parking permit			free	free			No
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	\$0.10	nil	-\$0.10	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



Department	Business Unit	Fee name	Fee - sub component	GST ?	2018/19 Fee	2019/20 Fee	\$ Change	Unit of measure	Regulated?
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	\$0.10		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	\$0.20		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	\$10.00	\$12.50	\$2.50	per member	No
Corporate	Libraries	Maximum unpaid fines before borrowing privileges are suspended	Junior	Yes	\$5.00	n/a		per member	No
Corporate	Libraries	Minor damage to an item or barcode		Yes	\$2.20	\$2.20		per item	No
Corporate	Libraries	DVD or CD ROM replacement cover		Yes	\$2.20	\$2.20		per item	No
Corporate	Libraries	CDB covers		Yes	\$10.00	\$10.00		per item	No
Corporate	Libraries	Lost or damaged items	Adult book	Yes	\$26.00	\$26.00		per item	No
Corporate	Libraries	Lost or damaged items	Junior book	Yes	\$14.00	\$14.00		per item	No
Corporate	Libraries	Lost or damaged items	Light romance	Yes	\$2.00	\$2.00		per item	No
Corporate	Libraries	Lost or damaged items	Periodical	Yes	\$9.00	\$9.00		per item	No
Corporate	Libraries	Lost or damaged items	Book on disk	Yes	\$100.00	\$100.00		per item	No
Corporate	Libraries	Lost or damaged items	Single disk	Yes	\$19.00	\$19.00		per item	No
Corporate	Libraries	Lost or damaged items	DVD	Yes	\$27.00	\$27.00		per item	No
Corporate	Libraries	Lost or damaged items	Playaway	Yes	\$100.00	\$100.00		per item	No
Corporate	Libraries	Lost or damaged items	MP3	Yes	\$105.00	\$105.00		per item	No



Department	Business Unit	Fee name	Fee - sub component	GST ?	2018/19 Fee	2019/20 Fee	\$ Change	Unit of measure	Regulated?
Corporate	Libraries	Replacement of lost or damaged cards		Yes	\$2.50	\$2.50		per card	No
Corporate	Libraries	Request for items not in stock and obtained by inter library loan		Yes	\$16.50	\$16.50		per item	No
Corporate	Libraries	Postage charges for inter library loan		Yes	\$10.50	\$10.50		per item	No
Corporate	Libraries	Inter library loan strap/barcode		Yes	\$3.30	\$3.30		per item	No
Corporate	Libraries	Requests for photocopies not in stock and obtained on inter library loan		Yes	As charged by supplier	As charged by supplier		per item	No
Corporate	Libraries	Research fee		Yes	\$15.00	\$16.00	\$1.00	per half hour	No
Corporate	Libraries	Telephone - local phone call only		Yes	\$0.50	\$0.50		per local call	No
Corporate	Libraries	Programs and activities		Yes	Free to minimal charge	Free to minimal charge		per attendee	No
Corporate	Libraries	Disc Cleaning		Yes	\$4.00	\$4.00		per item	No
BUILDING & AMENITY - HEALTH									
Building & Amenity	Health	Class 1 food premises		No	\$524.00	\$537.00	\$13.00	per annum	No
Building & Amenity	Health	Class 1 food premises - Charity and Community Groups		No	\$262.00	\$268.00	\$6.00	per annum	No
Building & Amenity	Health	Class 2 food premises		No	\$455.00	\$466.00	\$11.00	per annum (pro rata)	No
Building & Amenity	Health	Class 2 food premises - Charity and Community Groups		No	\$227.50	\$233.00	\$5.50	per annum (pro rata)	No
Building & Amenity	Health	Class 3 food premises		No	\$260.00	\$266.00	\$6.00	per annum (pro rata)	No



Department	Business Unit	Fee name	Fee - sub component	GST ?	2018/19 Fee	2019/20 Fee	\$ Change	Unit of measure	Regulated?
Building & Amenity	Health	Class 3 food premises - Charity and Community Groups		No	\$130.00	\$133.00	\$3.00	per annum (pro rata)	No
Building & Amenity	Health	Class 4 food premises		No	free	free		per annum	No
Building & Amenity	Health	Class 2 temporary food premises & mobile food vendors (Streatrader)		No	\$203.00	\$208.00	\$5.00	per annum	No
Building & Amenity	Health	Class 2 temporary food premises & mobile food vendors, charitable and community groups (Streatrader)		No	\$52.50	\$ 54.00	\$1.50	per annum	No
Building & Amenity	Health	Class 3 temporary food premises & mobile food vendors (Streatrader)		No	\$121.50	\$124.00	\$2.50	per annum	No
Building & Amenity	Health	Class 3 temporary food premises & mobile food vendors, charitable and community groups (Streatrader)		No	\$29.00	\$ 30.00	\$1.00	per annum	No
Building & 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	
Building & Amenity	Health	Inspection and report fee		No	\$150.00	\$153.00	\$3.00	per registration	No
Building & Amenity	Health	Major non-compliance inspection fee		No	\$175.00	\$179.00	\$4.00	per inspection	No
Building & Amenity	Health	Major non-compliance inspection fee (where a notice has been issued)		No	\$235.00	\$241.00	\$6.00	per inspection	No



Department	Business Unit	Fee name	Fee - sub component	GST ?	2018/19 Fee	2019/20 Fee	\$ Change	Unit of measure	Regulated?
Building & Amenity	Health	Hairdresser premise registration		No	\$200.00	\$205.00	\$5.00	per premise	No
Building & Amenity	Health	Beauty or skin penetration registration		No	\$160.00	\$164.00	\$4.00	per annum	No
Building & Amenity	Health	Prescribed accommodation premise registration		No	\$210.00	\$215.00	\$5.00	per annum	No
Building & Amenity	Health	Permit to install wastewater system		No	\$479.00	\$490.00	\$11.00	per application	No
Building & Amenity	Health	Permit to alter wastewater system		No	\$239.50	\$245.00	\$5.50	per application	No
Building & Amenity	Health	Health search		No	\$39.50	\$ 40.00	\$0.50	per hour or part thereof	No
Building & Amenity	Health	Caravan park registration		No	as per legislation	as per legislation		as per legislation	Yes
Building & Amenity	Health	Caravan park rigid annex approval fee		No	\$157.00	\$160.00	\$3.00	per approval	No
Building & Amenity	Health	Transfer registration fee		No	50%	50%		of applicable annual registration fee	No
Building & Amenity	Health	Registration late penalty fee		No	30%	30%		of original registration fee	No
BUILDING & AMENITY - STREET & ROADS									
Building & Amenity	Streets & Roads	Outdoor eating facility – footpath dining		No	\$150.00	\$153.00	\$3.00	per annum	No
BUILDING & AMENITY - ROADSIDE TRADING									
Building & Amenity	Roadside Trading	Commercial participant – events		No	\$65.00	\$66.00	\$1.00	per event	No
Building &	Roadside Trading	Business premises – footpath		No	\$150.00	\$153.00	\$3.00	per annum	No



Department	Business Unit	Fee name	Fee - sub component	GST ?	2018/19 Fee	2019/20 Fee	\$ Change	Unit of measure	Regulated?
Amenity		trading							
Building & Amenity	Roadside Trading	Approved site location – annual		No	\$231.00	\$236.00	\$5.00	Per annum	No
Building & Amenity	Roadside Trading	Horse drawn vehicle / motorcycle tour operator		No	\$150.00	\$153.00	\$3.00	per year	No
Building & Amenity	Roadside Trading	Advertising sign		No	\$70.00	\$72.00	\$2.00	per sign	No
Building & Amenity	Roadside Trading	Busking (adult)	Commercial	No	\$31.00	\$32.00	\$1.00	per year	No
BUILDING & AMENITY - LOCAL LAWS									
Building & Amenity	Local Laws	Dog registration	Full	No	\$82.00	\$84.00	\$2.00	per animal	Partially
Building & Amenity	Local Laws	Dog registration	Pensioner	No	\$42.00	\$43.00	\$1.00	per animal	Partially
Building & Amenity	Local Laws	Dog registration	Reduced (Desexed/working dog)	No	\$32.00	\$33.00	\$1.00	per animal	Partially
Building & Amenity	Local Laws	Dog Registration	Reduced Pensioner	No	\$17.00	\$17.00		Per animal	Partially
Building & Amenity	Local Laws	Cat registration	Full	No	\$82.00	\$84.00	\$2.00	per animal	Partially
Building & Amenity	Local Laws	Cat registration	Pensioner	No	\$42.00	\$43.00	\$1.00	per animal	Partially
Building & Amenity	Local Laws	Cat registration	Reduced	No	\$32.00	\$33.00	\$1.00	per animal	Partially
Building & Amenity	Local Laws	Cat registration	Reduced Pensioner	No	\$17.00	\$17.00		Per animal	Partially
Building & Amenity	Local Laws	Failure to register a dog or cat		No	as per legislation	as per legislation		as per legislation	Partially
Building & Amenity	Local Laws	Animal registration tag replacement		Yes	\$7.00	\$7.00		per tag	No
Building &	Local Laws	Pound release fee	Registered	No	\$80.00	\$82.00	\$2.00	per animal	Partially



Department	Business Unit	Fee name	Fee - sub component	GST ?	2018/19 Fee	2019/20 Fee	\$ Change	Unit of measure	Regulated?
Amenity									
Building & Amenity	Local Laws	Pound release fee	Unregistered	No	\$160.00	\$164.00	\$4.00	per animal	Partially
Building & Amenity	Local Laws	Animal sustenance fee		Yes	\$11.00	\$15.00	\$4.00	per animal per day	No
Building & Amenity	Local Laws	Cat trap hire deposit		No	\$50.00	nil	-\$50.00	per hire	No
Building & Amenity	Local Laws	Cat trap hire fee		Yes	\$5.00	nil	-\$5.00	per hire	No
Building & Amenity	Local Laws	Dinner Plain snowmobile permit		No	\$70.00	\$71.00	\$1.00	per snowmobile	No
Building & Amenity	Local Laws	Dinner Plain dog permit		No	\$70.00	nil	-\$70.00	per animal	No
Building & Amenity	Local Laws	Domestic animal business fee		No	\$123.00	\$130.00	\$7.00	per year	Partially
Building & Amenity	Local Laws	Parking fine	Time limit	No	\$79.00	\$80.00	\$1.00	per offence	No
Building & Amenity	Local Laws	Parking fine	No Standing	No	as per legislation	as per legislation		as per legislation	Yes
Building & Amenity	Local Laws	Parking fine	Loading Zones etc.	No	as per legislation	as per legislation		as per legislation	Yes
Building & Amenity	Local Laws	Vehicle impound fee		No	\$110.00	\$112.00	\$2.00	per vehicle	No
Building & Amenity	Local Laws	Vehicle storage fee		Yes	\$11.00	\$15.00	\$4.00	per vehicle per day	No
BUILDING & AMENITY - DEVELOPMENT									
Building & Amenity	Development	Application for permit to work in a road reserve		No	as per legislation	as per legislation		as per legislation	Yes
BUILDING & AMENITY - BUILDING									



Department	Business Unit	Fee name	Fee - sub component	GST ?	2018/19 Fee	2019/20 Fee	\$ Change	Unit of measure	Regulated?
Building & Amenity	Building	Commercial works <\$15,000	+ lodgement fee	Yes	competitive quote	competitive quote		minimum fee	No
Building & Amenity	Building	Commercial works \$15,001 - \$40,000	+ lodgement fee	Yes	competitive quote	competitive quote		minimum fee	No
Building & Amenity	Building	Commercial works >\$40,001		Yes	competitive quote	competitive quote		minimum fee	No
Building & Amenity	Building	Carport, garage, sheds, verandah and other small extensions		Yes	\$566.50	\$580.00	\$13.50	minimum fee	No
Building & Amenity	Building	Swimming pool (in-ground)		Yes	\$680.00	\$697.00	\$17.00	minimum fee	No
Building & Amenity	Building	Swimming pool (above ground)		Yes	\$453.00	\$464.00	\$11.00	minimum fee	No
Building & Amenity	Building	Restumping or demolition		Yes	\$566.50	competitive quote		minimum fee	No
Building & Amenity	Building	Dwelling extensions and alterations		Yes	competitive quote	competitive quote		minimum fee plus applicable levies	No
Building & Amenity	Building	New dwelling		Yes	competitive quote	competitive quote		minimum fee plus applicable levies	No
Building & Amenity	Building	Multi-unit development		Yes	competitive quote	competitive quote		minimum fee	No
Building & Amenity	Building	Extension of time for building permit		Yes	\$257.50	\$264.00	\$6.50	per extension	No
Building & Amenity	Building	Place of public entertainment (POPE)		Yes	\$453.50	\$465.00	\$11.50	per application	No
Building &	Building	Minor amendment to building permit		Yes	\$129.00	\$132.00	\$3.00	per	No



Department	Business Unit	Fee name	Fee - sub component	GST ?	2018/19 Fee	2019/20 Fee	\$ Change	Unit of measure	Regulated?
Amenity								amendment	
Building & Amenity	Building	Major amendment to building permit		Yes	\$257.50	\$264.00	\$6.50	per amendment	No
Building & Amenity	Building	Variation to ResCode (report and consent)		Yes	as per legislation	as per legislation		as per legislation	Yes
Building & Amenity	Building	Additional inspection or re-inspection		Yes	\$227.00	\$232.00	\$5.00	per inspection	No
Building & Amenity	Building	Additional inspection or re-inspection (remote area)		Yes	\$309.00	\$316.00	\$7.00	per inspection	No
Building & Amenity Planning	Building	Copy of building permit, endorsed plans or occupancy permit		Yes	as per legislation	as per legislation		as per legislation	Yes
Building & Amenity	Building	Legal point of discharge information		No	as per legislation	as per legislation		as per legislation	Yes
Building & Amenity	Building	Build over easement		No	n/a	as per legislation		as per legislation	Yes
Building & Amenity	Building	Building information certificate		No	as per legislation	as per legislation		as per legislation	Yes
Building & Amenity	Building	Essential service inspection and report		Yes	\$340.00	\$348.00	\$8.00	per inspection	No
Building & Amenity	Building	Non-mandatory inspection		Yes	\$227.00	\$232.00	\$5.00	per inspection	No
PLANNING - PLANNING									
Planning	Planning	Public notification	Notice to neighbours	Yes	\$65.00	\$66.50	\$1.50	per general notification	No
Planning	Planning	Public notification	Additional notices	Yes	\$8.00	\$8.00		per notice	No
Planning	Planning	Public notification	Notice on land	Yes	\$82.00	\$84.00	\$2.00	up to two signs	No
Planning	Planning	Public notification	Additional notices on land	Yes	\$13.00	\$13.00		each additional sign	No



Department	Business Unit	Fee name	Fee - sub component	GST ?	2018/19 Fee	2019/20 Fee	\$ Change	Unit of measure	Regulated?
Planning	Planning	Public notification	Notice in papers	Yes	\$200.00	\$205.00	\$5.00	per notice	No
Planning	Planning	Planning advice in writing - cert of verbal advice		Yes	\$120.00	\$123.00	\$3.00	per advice	No
Planning	Planning	Sect 173 agreements		Yes	\$400.00	\$410.00	\$10.00	per agreement	No
Planning	Planning	Certificate of title and restrictions covenant		Yes	\$60.00	\$61.50	\$1.50	per certificate	No
Planning	Planning	Copy of planning permit, endorsed plans or occupancy permit		Yes	as per legislation	as per legislation		as per legislation	Yes
Planning	Planning	Planning panel - proponent request amendment		Yes	cost of panel	cost of panel			Yes
Planning	Planning	Extension of time for planning permit certificate fee		No	\$120.00	\$123.00	\$3.00	per extension	No
Planning	Planning	Class 1 – Change of use only		No	as per legislation	as per legislation		as per legislation	Yes
Planning	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	Planning	Class 2 - Dwellings \$10,000 to \$100,000		No	as per legislation	as per legislation		as per legislation	Yes
Planning	Planning	Class 3 - Dwellings more than \$100,001		No	as per legislation	as per legislation		as per legislation	Yes
Planning	Planning	To develop land (other than for a single dwelling per lot) if the estimated cost of development included in the application is:							
Planning	Planning	Class 4 - \$10,000 or less		No	as per legislation	as per legislation		as per legislation	Yes
Planning	Planning	Class 5 - \$10,000 to \$250,000		No	as per legislation	as per legislation		as per legislation	Yes
Planning	Planning	Class 6 - \$250,000 to \$500,000		No	as per legislation	as per legislation		as per legislation	Yes



Department	Business Unit	Fee name	Fee - sub component	GST ?	2018/19 Fee	2019/20 Fee	\$ Change	Unit of measure	Regulated?
Planning	Planning	Class 7 - \$500,000 to \$1,000,000		No	as per legislation	as per legislation		as per legislation	Yes
Planning	Planning	Class 8 - \$1,000,000 to \$7,000,000		No	as per legislation	as per legislation		as per legislation	Yes
Planning	Planning	Class 9 - \$7,000,000 to \$10,000,000		No	as per legislation	as per legislation		as per legislation	Yes
Planning	Planning	Class 10 - \$10,000,000 to \$50,000,000		No	as per legislation	as per legislation		as per legislation	Yes
Planning	Planning	Class 11 - Over \$50,000,000		No	as per legislation	as per legislation		as per legislation	Yes
Planning	Planning	Class 12 - Subdivide existing building		No	as per legislation	as per legislation		as per legislation	Yes
Planning	Planning	Class 13 - Subdivide land into two lots		No	as per legislation	as per legislation		as per legislation	Yes
Planning	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		as per legislation	Yes
Planning	Planning	Class 15 - To subdivide land		No	as per legislation	as per legislation		as per legislation	Yes
Planning	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		as per legislation	Yes
Planning	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		as per legislation	Yes



Department	Business Unit	Fee name	Fee - sub component	GST ?	2018/19 Fee	2019/20 Fee	\$ Change	Unit of measure	Regulated?
Planning	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		as per legislation	Yes
Planning	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		as per legislation	Yes
Planning	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		as per legislation	Yes
Planning	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.			as per legislation	as per legislation			
Planning	Planning	Application to amend the planning scheme	Stage 1	No	as per legislation	as per legislation		as per legislation	Yes
Planning	Planning	Application to amend the planning scheme	Stage 2	No	as per legislation	as per legislation		as per legislation	Yes
Planning	Planning	Application to amend the planning scheme	Stage 3	No	as per legislation	as per legislation		as per legislation	Yes
Planning	Planning	Application to amend the planning scheme	Stage 4	No	as per legislation	as per legislation		as per legislation	Yes
PLANNING - SUBDIVISION									
Planning	Subdivision	Certification of a plan of subdivision	Fixed	No	\$103.00	as per legislation		per subdivision	Yes
Planning	Subdivision	Supervision of works		No	as per legislation	as per legislation		as per legislation	Yes
Planning	Subdivision	Checking engineering plans		No	as per legislation	as per legislation		as per legislation	Yes
Planning	Subdivision	Public open space contributions		No	<= 5.0%	<= 5.0%		subdivision value	Yes



Department	Business Unit	Fee name	Fee - sub component	GST ?	2018/19 Fee	2019/20 Fee	\$ Change	Unit of measure	Regulated?
FACILITIES – WASTE									
Facilities	Waste	Domestic Putrescible and hard waste		Yes	\$44.50	\$45.50	\$1.00	per cubic metre	No
Facilities	Waste	Domestic Putrescible and hard waste	minimum charge	Yes	\$6.50	\$7.00	\$0.50	per large bag	No
Facilities	Waste	Concrete and bricks		Yes	\$38.00	\$39.00	\$1.00	per cubic metre	No
Facilities	Waste	Cement Sheeting, plaster board		Yes	\$45.00	\$45.50	\$0.50	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	\$45.00	\$45.50	\$0.50	per cubic metre	No
Facilities	Waste	Whitegoods (all)		Yes	\$11.00	\$11.50	\$0.50	each	No
Facilities	Waste	Steel		Yes	\$12.00	\$12.00		per cubic metre	No
Facilities	Waste	Oil		Yes	\$0.50	free	-\$0.50	per litre	No
Facilities	Waste	Plastic and metal oil containers			n/a	free (up to 20L)		per item	No
Facilities	Waste	Car Bodies		Yes	\$25.00	\$25.50	\$0.50	per item	No
Facilities	Waste	Aluminium, cardboard, steel cans, plastic bottles and containers	1st 1/4 cubic metre free	Yes	\$12.50	\$12.50		per cubic metre	No
Facilities	Waste	Paint cans 10 litres and over of any size containing paint		Yes	\$3.50	\$3.60	\$0.10	per litre	No
Facilities	Waste	Car batteries		Yes	\$2.50	free	-\$2.50	each	No
Facilities	Waste	LPG cylinders		Yes	\$5.50	\$6.00	\$0.50	each	No



Department	Business Unit	Fee name	Fee - sub component	GST ?	2018/19 Fee	2019/20 Fee	\$ Change	Unit of measure	Regulated?
Facilities	Waste	Tyres small/4WD		Yes	\$10.00	\$10.50	\$0.50	each	No
Facilities	Waste	Tyres large - truck		Yes	\$15.00	\$15.50	\$0.50	each	No
Facilities	Waste	Tyres large - tractor or truck		Yes	\$90.00	\$92.50	\$2.50	each	No
Facilities	Waste	Ewaste - Small appliance		Yes	\$2.50	free	-\$2.50	each	No
Facilities	Waste	Ewaste - Medium appliances			\$7.50	free	-\$7.50	each	No
Facilities	Waste	Ewaste - Large appliances		Yes	\$15.50	free	-\$15.50	each	No
Facilities	Waste	Ewaste scheme exempt items		Yes	free	free			No
Facilities	Waste	Asbestos - Porepunkah only	Minimum charge \$5	Yes	\$75.00	\$77.00	\$2.00	per cubic metre	No
Facilities	Waste	Green organic mulch sales		Yes	free	free		per cubic metre	No
Facilities	Waste	Crushed concrete sales		Yes	\$38.00	\$39.00	\$1.00	per cubic metre	No
Facilities	Waste	Mattress - any size		Yes	\$27.50	\$28.00	\$0.50	each	No
Facilities	Waste	Single seater couch		Yes	\$16.00	\$16.50	\$0.50	each	No
Facilities	Waste	Two seater, sofa or larger couch		Yes	\$26.50	\$27.00	\$0.50	each	No
Facilities	Waste	Skis or snowboards		Yes	\$5.50	\$5.80	\$0.30	per pair or board	No
Facilities	Waste	Silage wrap		Yes	free	\$3.50	\$3.50	per cubic metre	No
Facilities	Waste	Drum master		Yes	free	free			No
FACILITIES - SWIMMING POOLS									
Facilities	Swimming Pools	Adult daily		Yes	\$5.00	\$5.00		per person	No
Facilities	Swimming Pools	Child/concession daily		Yes	\$2.50	\$2.50		per person	No
Facilities	Swimming Pools	Supervising parent		Yes	\$4.00	\$4.00		per person	No



Department	Business Unit	Fee name	Fee - sub component	GST ?	2018/19 Fee	2019/20 Fee	\$ Change	Unit of measure	Regulated?
Facilities	Swimming Pools	Family season - early bird		Yes	\$85.00	\$89.00	\$4.00	per season	No
Facilities	Swimming Pools	Adult season		Yes	\$75.00	\$77.00	\$2.00	per season	No
Facilities	Swimming Pools	Child/concession season		Yes	\$40.00	\$41.00	\$1.00	per season	No
Facilities	Swimming Pools	Adult 10 visit pass		Yes	\$44.00	\$45.00	\$1.00	per 10 visits	No
Facilities	Swimming Pools	Child/concession 10 visit pass		Yes	\$22.50	\$22.50		per 10 visits	No
Facilities	Swimming Pools	Mount Beauty stadium hire		Yes	\$26.00	\$27.00	\$1.00	per hour	No
Facilities	Swimming Pools	Aqua fit/concession		Yes	\$7.20	\$7.50	\$0.30	per session	No
Facilities	Swimming Pools	Aqua fit/adult		Yes	\$10.30	\$10.50	\$0.20	per session	No
Facilities	Swimming Pools	Arthritis group		Yes	\$3.00	\$3.00		per hour	No
Facilities	Swimming Pools	Lane hire		Yes	\$28.50	\$29.00	\$0.50	per hour	No
Facilities	Swimming Pools	Learn to swim		Yes	\$16.50	\$17.00	\$0.50	one lesson	No
Facilities	Swimming Pools	Learn to swim		Yes	\$52.50	\$54.00	\$1.50	private lesson	No
Facilities	Swimming Pools	Pool hire with lifeguard		Yes	\$100.00	\$102.00	\$2.00	per hour	No
Facilities	Swimming Pools	Pool hire no lifeguard		Yes	\$65.00	\$67.00	\$2.00	per hour	No
Facilities	Swimming Pools	Seniors Hour		Yes	\$3.00	\$3.00		per hour	No
FACILITES - BRIGHT SPORTS CENTRE									
Facilities	Bright Sports Centre	Centre Membership - all areas	Adult - 1 month	Yes	\$85.00	\$87.00	\$2.00	per person	No
Facilities	Bright Sports Centre	Centre Membership - all areas	Concession - 1 month	Yes	\$62.50	\$64.00	\$1.50	per person	No
Facilities	Bright Sports Centre	Centre Membership - all areas	Family - 1 month	Yes	\$150.00	\$154.00	\$4.00	per family	No
Facilities	Bright Sports Centre	Centre Membership - all areas	Adult - 3 month	Yes	\$250.00	\$256.00	\$6.00	per person	No



Department	Business Unit	Fee name	Fee - sub component	GST ?	2018/19 Fee	2019/20 Fee	\$ Change	Unit of measure	Regulated?
Facilities	Bright Sports Centre	Centre Membership - all areas	Concession - 3 month	Yes	\$185.00	\$189.00	\$4.00	per person	No
Facilities	Bright Sports Centre	Centre Membership - all areas	Family - 3 month	Yes	\$450.00	\$460.00	\$10.00	per family	No
Facilities	Bright Sports Centre	Centre Membership - all areas	Monthly Direct Debit Adult	Yes	\$70.00	\$72.00	\$2.00	per person	No
Facilities	Bright Sports Centre	Centre Membership - all areas	Monthly Direct Debit Concession	Yes	\$50.00	\$51.50	\$1.50	per person	No
Facilities	Bright Sports Centre	Centre Membership - all areas	Monthly Direct Debit Family	Yes	\$145.00	\$148.50	\$3.50	per family	No
Facilities	Bright Sports Centre	After Hours Access	Fob Charge	Yes	n/a	\$20.00	n/a	per fob	No
Facilities	Bright Sports Centre	Swimming pool only	Adult - 3 month	Yes	\$115.00	\$118.00	\$3.00	per person	No
Facilities	Bright Sports Centre	Swimming pool only	Concession - 3 Month	Yes	\$75.00	\$77.00	\$2.00	per person	No
Facilities	Bright Sports Centre	Swimming pool only	Family - 3 month	Yes	\$300.00	\$308.00	\$8.00	per family	No
Facilities	Bright Sports Centre	Swimming pool only	Adult casual visit	Yes	\$6.50	\$7.00	\$0.50	per person	No
Facilities	Bright Sports Centre	Swimming pool only	Child/concession - casual visit	Yes	\$4.00	\$4.50	\$0.50	per person	No
Facilities	Bright Sports Centre	Swimming pool only	Family - Casual Visit	Yes	\$16.50	\$17.00	\$0.50	per family	No
Facilities	Bright Sports Centre	Swimming pool only	Adult 10 visit card	Yes	\$60.00	\$62.00	\$2.00	per card	No
Facilities	Bright Sports Centre	Swimming pool only	Concession/child 10 visit card	Yes	\$38.50	\$40.00	\$1.50	per card	No
Facilities	Bright Sports Centre	Casual gym entry (includes gym and pool)	Adult Casual	Yes	\$14.00	\$14.50	\$0.50	per person	No
Facilities	Bright Sports Centre	Casual gym entry (includes gym and pool)	Concession - Casual	Yes	\$10.00	\$10.50	\$0.50	per person	No
Facilities	Bright Sports Centre	Casual gym entry (includes gym and pool)	Adult 10 visit card	Yes	\$127.50	\$131.00	\$3.50	per card	No
Facilities	Bright Sports Centre	Casual gym entry (includes gym and pool)	Concession 10 visit card	Yes	\$90.00	\$92.50	\$2.50	per card	No



Department	Business Unit	Fee name	Fee - sub component	GST ?	2018/19 Fee	2019/20 Fee	\$ Change	Unit of measure	Regulated?
Facilities	Bright Sports Centre	Hydro program		Yes	\$4.60	\$5.00	\$0.40	per person	No
Facilities	Bright Sports Centre	Learn to swim program		Yes	\$17.00	\$17.50	\$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	\$53.55	\$55.00	\$1.45	per lesson	No
Facilities	Bright Sports Centre	Corporate membership 10% discount on membership prices		Yes					No
Facilities	Bright Sports Centre	Casual group exercise class entry	Regular Class - Non Member	Yes	\$11.00	\$11.00		per person	No
Facilities	Bright Sports Centre	Casual group exercise class entry	Active Seniors Class - Non Member	Yes	\$7.00	\$7.00		per person	No
Facilities	Bright Sports Centre	Casual group exercise class entry	Intro Seniors Class	Yes	\$6.00	\$6.00		per person	No
Facilities	Bright Sports Centre	Squash court	Adult	Yes	\$6.50	\$6.50		per person	No
Facilities	Bright Sports Centre	Squash court	Child/concession	Yes	\$4.50	\$4.50		per person	No
Facilities	Bright Sports Centre	Multi-purpose room hire		Yes	\$25.00	\$25.50	\$0.50	per hour	No
Facilities	Bright Sports Centre	Pool hire with lifeguard		Yes	\$100.00	\$102.50	\$2.50	per hour	No
Facilities	Bright Sports Centre	Shower Only		Yes	\$4.00	\$4.00		per person	No
FACILITES - COMMUNITY CENTRES									
Facilities	Community Centres	Hall or kitchen only hire	Max \$160/day	Yes	\$15.00	\$16.00	\$1.00	per hour	No
Facilities	Community Centres	Hall and kitchen hire	Max \$260/day	Yes	\$25.00	\$26.00	\$1.00	per hour	No
Facilities	Community Centres	Bond		Yes	\$260.00	\$265.00	\$5.00	per hire	No
Facilities	Community Centres	Hall hire insurance (any hall)		Yes	\$35.00	\$36.00	\$1.00	per hire	No
FACILITES - THE PAVILION, PIONEER PARK									



Department	Business Unit	Fee name	Fee - sub component	GST ?	2018/19 Fee	2019/20 Fee	\$ Change	Unit of measure	Regulated?
Facilities	The Pavilion	Meeting room	max 10hr charge/day	Yes	n/a	\$15.00		per hour	No
Facilities	The Pavilion	Function Centre (no kitchen)	max 10hr charge/day	Yes	n/a	\$25.00		per hour	No
Facilities	The Pavilion	Function Centre incl. kitchen	max 10hr charge/day	Yes	n/a	\$45.00		per hour	No
Facilities	The Pavilion	Kitchen only	max 10hr charge/day	Yes	n/a	\$25.00		per hour	No
Facilities	The Pavilion	First Aid Room & Downstairs Toilets (2) Hire	Full day hire	Yes	n/a	\$150.00		per day	No
Facilities	The Pavilion	Entire Downstairs Area (Changerooms, First Aid Room, Toilets)	Full day hire	Yes	n/a	\$350.00		per day	No

Special Rate Area

Dinner Plain



0 100 200 m

Coordinate System GDA94 MGA Zone 55

Created: 21/3/2019

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.



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RECORD OF ASSEMBLY OF COUNCILLORS

Meeting Title: Local Laws Submission hearing
Date: 26 February 2019
Location: The Pavilion at Pioneer Park, Coronation Avenue, Bright
Start Time: 3.00pm
Chairperson: Cr Ron Janas, Mayor

Councillor and staff attendees:

Name	Position	Name	Position
Cr Ron Janas	Mayor	Charlie Bird	Chief Executive Officer
Cr Sarah Nicholas	Deputy Mayor	Will Jeremy	Director Assets
Cr Tony Keeble	Councillor	Nathalie Cooke	Director Corporate
Cr John Forsyth	Councillor		
Cr Daryl Pearce	Councillor		
Cr Peter Roper	Councillor		
Cr Kitty Knappstein	Councillor		

Councillor and staff apologies:

Name	Position

1. Conflict of interest disclosures

Nil

2. Record of Councillors that have disclosed a conflict of interest leaving the assembly

Nil

3. Matters considered

- Hearing of Local Law Submission - Communities that Care

RECORD OF ASSEMBLY OF COUNCILLORS

Meeting Title: Briefing Session
Date: 5 March 2019
Location: Settlers Tavern, Mount Beauty
Start Time: 5.00pm
Chairperson: Cr Ron Janas, Mayor

Councillor and staff attendees:

Name	Position	Name	Position
Cr Ron Janas	Mayor	Charlie Bird	Chief Executive Officer
Cr Sarah Nicholas	Deputy Mayor	Will Jeremy	Director Assets
Cr Tony Keeble	Councillor	Nathalie Cooke	Director Corporate
Cr John Forsyth	Councillor		
Cr Daryl Pearce	Councillor		
Cr Peter Roper	Councillor		
Cr Kitty Knappstein	Councillor		

Councillor and staff apologies:

Name	Position

1. Conflict of interest disclosures

Nil

2. Record of Councillors that have disclosed a conflict of interest leaving the assembly

Nil

3. Matters considered

- Councillor only time
- Draft Capital Works Budget 2019/20 Road renewal projects
- Ordinary Council Meeting agenda review

RECORD OF ASSEMBLY OF COUNCILORS

Meeting Title: Planning Forum
Date: 18 March 2019
Location: The Pavilion at Pioneer Park, Coronation Avenue Bright
Start Time: 2.00pm
Chairperson: Cr Ron Janas, Mayor

Councillor and staff attendees:

Name	Position	Name	Position
Cr Ron Janas	Mayor	Nathalie Cooke	Director Corporate
Cr Sarah Nicholas	Deputy Mayor	Sam Porter	Senior Statutory Planner
Cr Kitty Knappstein	Councillor		

1. Conflict of interest disclosures

Nil

2. Record of Councillors that have disclosed a conflict of interest leaving the assembly

Nil

3. Matters considered

- Planning Application 5.2018.206 – Mystic Park

RECORD OF ASSEMBLY OF COUNCILLORS

Meeting Title: Briefing Session
Date: 19 March 2019
Location: Committee Room, Bright Office
Start Time: 3.00pm
Chairperson: Cr Ron Janas, Mayor

Councillor and staff attendees:

Name	Position	Name	Position
Cr Ron Janas	Mayor	Charlie Bird	Chief Executive Officer
Cr Sarah Nicholas	Deputy Mayor	Will Jeremy	Director Assets
Cr Tony Keeble	Councillor	Nathalie Cooke	Director Corporate
Cr John Forsyth	Councillor		
Cr Peter Roper	Councillor		
Cr Kitty Knappstein	Councillor		

Councillor and staff apologies:

Name	Position
Cr Daryl Pearce	Councillor

1. Conflict of interest disclosures

Nil

2. Record of Councillors that have disclosed a conflict of interest leaving the assembly

Nil

3. Matters considered

- Budget update
- Myrtleford VIC update
- Bulk Transport Recyclables Tender
- Free from Family Violence project
- Local Law submission update and proposed revised Local Law
- Collaborative Sustainable Upper Ovens Funding Opportunity
- Rural Councils Transformation Project

RECORD OF ASSEMBLY OF COUNCILORS

Meeting Title: Planning Forum
Date: 20 March 2019
Location: The Pavilion at Pioneer Park, Coronation Avenue Bright
Start Time: 2.00pm
Chairperson: Cr Ron Janas, Mayor

Councillor and staff attendees:

Name	Position	Name	Position
Cr Ron Janas	Mayor	Nathalie Cooke	Director Corporate
Cr Sarah Nicholas	Deputy Mayor	Tom Courtice	Manager Building and Amenity
Cr Kitty Knappstein	Councillor	Sam Porter	Senior Statutory Planner

1. Conflict of interest disclosures

Nil

2. Record of Councillors that have disclosed a conflict of interest leaving the assembly

Nil

3. Matters considered

- Planning Application 5.2018.150 – Freeburgh Stone Extraction